



COMMON TERMS EXPLAINED

Subjects = Units

Session = Semester

Internship = Placement

ARE YOU A UNIVERSITY OR COLLEGE?

You will be enrolled at Southern Cross University through The Hotel School, a boutique education campus structured under a unique partnership between a public university and Mulpha Australia, a global hospitality investment group.

WHAT COURSES DO YOU OFFER?

You can view The Hotel School course outlines on our website:

<https://hotelschool.scu.edu.au/courses/>

CAN I GET CREDIT FOR OTHER COURSES THAT I HAVE COMPLETED?

Yes, you can get credits for previous qualifications or work experience. The Hotel School Course Advisors can assist you with this process.

WHAT IS A SESSION AND WHEN ARE THE STARTING DATES?

A session is a period of study. The courses offered at The Hotel School operate with three session start dates per calendar year and are all for 13 weeks each plus two weeks for exams.

- Session 1 commences late February to June
- Session 2 commences late June to October
- Session 3 commences late October to February

Each year the calendar of sessions can be found at <https://www.scu.edu.au/media/scueduau/staff/governance/academic-board/principal-dates/SCU-2020-Teaching-Dates---Sessions.pdf>

IS THERE A MAXIMUM NUMBER OF SUBJECTS I CAN STUDY PER SESSION?

You can study up to four subjects per session.

DO I NEED TO STUDY ALL SESSIONS OR CAN I HAVE A BREAK?

Domestic Students:

If you decide to study on a part-time basis or have a break during a session, the duration of your course may be extended.

International Students compulsory requirements:

International student session breakdowns are:

- Session 1: 3 subjects
- Session 2: 3 subjects
- Session 3: 2 subjects

Undergraduate course:

You will need to enrol into eight subjects per academic year.

We strongly recommend that you study in all three sessions as this is a more manageable study load for international students.

Postgraduate course:

You will need to enrol into eight subjects per academic year.

Your eight subjects are usually spread across the three sessions in each academic year.

HOW DO I APPLY FOR A COURSE WITH THE HOTEL SCHOOL?

You can apply directly from our website, select your course of interest from the course tab (top left of the screen), then click the APPLY button at the bottom of the screen.

<https://hotelschool.scu.edu.au/apply/>

You can also apply through UAC or QTAC for NSW and QLD campuses. The courses are listed under Southern Cross University. Alternatively, please contact The Hotel School course advisors listed at the back of this brochure and they can assist you.

IF I DON'T HAVE AN ATAR CAN I STILL APPLY?

Yes, you can apply with your last two years of school reports or previous studies and/or work experience which may assist in gaining course entry. An invitation to attend an interview is the next step for undergraduates only. This interview is an opportunity for you to ask questions and receive information to assist you in the choice of your course.

WHAT ARE THE MINIMUM AGE AND QUALIFICATIONS TO APPLY TO THE HOTEL SCHOOL?

Undergraduate courses are as follows:

You will have completed Year 12, with a minimum age is 17 at the time of course commencement.

International Hotel and Tourism Management Program has a minimum requirement of:

- Domestic Students: completion of Year 11.
- International Students: completion of year 12 and must be 17 years old.

Diploma of Hotel Management requires the minimum completion of year 12.

Bachelor of Business in Hotel Management requires the minimum completion of year 12.

Additionally, you may gain admission based on your previous secondary, tertiary or TAFE studies or work experience. The Hotel School Course Advisors will be able to assist you with navigating this process.

IS THERE AN UPPER AGE LIMIT FOR STUDY AND WORKING IN HOSPITALITY AND TOURISM?

There is no upper age limit to study at The Hotel School or work within the industry.

HOW DO I KNOW IF I AM ELIGIBLE FOR A FEE-HELP LOAN AND HOW DO I APPLY?

When you attend The Hotel School, you can get a FEE-HELP loan to pay all or part of your tuition fees. We refer you to <https://www.studyassist.gov.au/fee-help> for full details and recommend reading through all the information to understand this government assistance. As a summary, you can receive a FEE-HELP loan if you meet the citizenship and residency requirements as either:

- an Australian citizen who will complete at least one unit of your course of study in Australia
- a NZ SCV holder who meets the long-term residency requirements and who is resident in Australia for the duration of your study
- a permanent humanitarian visa holder who is resident in Australia for the duration of your study
- a permanent visa holder who is undertaking bridging study for overseas-trained professionals and who is resident in Australia for the duration of your study

You can contact our Student Services team during Orientation Week for any further FEE-HELP questions you may have. You will receive their contact details in your welcome introduction to Orientation Week.

DO I HAVE TO APPLY FOR FEE-HELP FOR EVERY SESSION?

No, you are only required to apply once.

WHEN DO I NEED TO PAY FOR MY FEES?

Student fees must be paid before commencing studies.

All outstanding fees are to be finalised by Census Date, the Monday of Week 4 in each session.

DO YOU HAVE ANY SCHOLARSHIPS?

Yes we do offer scholarship opportunities to students. Application dates will be published on our website and if you register interest with The Hotel School we'll send you more information when applications are open.

<https://hotelschool.scu.edu.au/apply/scholarships/>

WHAT IS INVOLVED IN THE APPLICATION INTERVIEW?

Applicants are selected on their individual merit and will be required to attend an interview. The interview takes place on campus, via zoom or phone, with a course advisor. This is an opportunity for us to get to know each other, assess your areas of interest in the hotel and tourism industry and review your academic background. As domestic and international student applications are quite different, our course advisors will be able to discuss the steps involved for individual circumstances.

ARE THERE ANY ADDITIONAL DOCUMENTS I NEED TO SUPPLY WITH MY APPLICATION?

Domestic and international students have different criteria. International students would discuss their requirements with a course advisor. Domestic students would need to provide the additional documents to the course advisor:

- Year 12 certificate (or equivalent)
- Resume
- Birth certificate or passport.

IF I DECIDE TO TAKE A GAP YEAR, HOW DO I DEFER?

If you are a domestic student and wish to delay the commencement of your course, you can defer your offer until the next academic year by applying for a **Leave of Absence** for up to 12 months (3 sessions). After this period, your enrolment will automatically be cancelled and you will need to reapply.

Your SCU My Enrolment portal shows your offer, study period and year your course is due to start.

If you are an onshore international student, student visa conditions need to be followed. Our International course advisors can assist you with these requirements.

DO YOU ASSIST ME WITH WORK PLACEMENT FOR INTERNSHIP?

Work Integrated Learning (WIL) Consultants work closely with you to provide personalised advice and guidance on the internship program, and to support you in achieving your career goals and aspirations. Our award winning WIL program also includes an academic subject of study dedicated to preparing you to apply for the many opportunities available for your internship. You are also able to participate in a variety of industry engagement opportunities, as well as professional development sessions designed to enhance your employability.

WHERE CAN I GO FOR THE INTERNSHIP?

Your internship may be undertaken within Australia or internationally. Students can gain experience in any sector of tourism and hospitality, from working in 5 star hotels in capital cities across Australia, resort locations such as Hayman Island, and endless overseas locations from Canada to Japan.

Undergraduate students must accrue 600 hours industry experience during their compulsory six-month internship.

Postgraduate students can choose to accrue either 300 or 600 hours of industry experience during an optional / elective component of the Masters of Business in Global Hotel Leadership course.

WHAT TYPE OF JOB/CAREER WILL I HAVE WHEN I GRADUATE?

Hotel and tourism management is an umbrella term that covers a vast number of roles and specialisations in the industry. Your career can take a traditional business path such as sales/marketing, human resources, finance or more hotel-specific paths such as food & beverage, room division/front office, event management. The Hotel School prepares you for these and other career paths based on your own preference while studying and after your graduation.

HOW DO I DECIDE WHICH COURSE TO APPLY FOR?

Speaking with our industry experienced course advisors about your career aspirations is a first step and they will be able to advise you based on your interests. The Hotel School courses open up an enormous range of career opportunities across a spectrum of specialities and do not limit you to one area of hospitality or tourism.

HOW DO CAREER OPPORTUNITIES DIFFER AT THE HOTEL SCHOOL FROM OTHER UNIVERSITY DEGREES?

The Hotel School students are highly sought after by employers in Australia and overseas with a 95% success rate from graduates surveyed in 2018.

Completing internships within Mulpha and partner owned properties offers opportunities for future employment.

WHY DO I NEED TO WEAR BUSINESS ATTIRE WHEN I'M STUDYING AT THE HOTEL SCHOOL AND WHAT ARE THE REQUIREMENTS?

The Hotel School prides itself on strong industry connections. We not only prepare students for industry, we are the industry. Your preparation to become a business professional starts from the minute you set foot on campus. In today's world where image is everything, your appearance and grooming are integral to creating your own personal brand and image.

When you enrol you will have access to a group of professionals from your Course Advisor, Student Services and Professional Learning Centre teams who are available for more detailed information on how to prepare.

ARE THE HOTEL SCHOOL CAMPUSES CLOSE TO PUBLIC TRANSPORT?

All our city campuses are situated very close to bus, train and tram stops in the city.

If you are studying at our Hayman Island campus student accommodation is provided on the island.

IS STUDENT ACCOMMODATION PROVIDED?

No, if you are studying in our CBD campuses in Sydney, Melbourne or Brisbane, you will need to source your own accommodation.

If you are studying at our Hayman Island campus, accommodation is provided within the staff quarters at subsidised rates and will be deducted from your pre-tax wages.

WHEN CAN I SEE MY TIMETABLE?

We post the timetable a few weeks before the session starts, after finalising all classes and this is included in your Orientation Week familiarisation.

WHAT IS A TYPICAL DAY LIKE: DO I NEED TO BE ON CAMPUS EVERY DAY?

Classes run for three hours: a 1-hour lecture and a 2-hour tutorial. You are likely to have one or two classes per day which means that, depending on your study load, you may be on campus for a maximum of four days per week.

CAN I STUDY PART-TIME?

You can choose to study a part-time load as a domestic student. International students are required to maintain a full-time study load in respect to your student visa conditions.

WHAT ARE ASSIGNMENTS LIKE?

At the start of each session, you will have access to a subject Unit Information Guide (UIG) which will give you an outline of what is expected from you during your class assessment tasks and a list of weekly study topics.

Being a boutique hotel school, where you have access to our lecturers, student network and support services, our education schedule is tailored to provide varying assessment tasks throughout the subject to aid your success. Common assignments include essay writing, quizzes, presentations and exams.

CAN I WORK WHILE I'M STUDYING?

Absolutely! We understand that you need to work while studying. We suggest that you are mindful of how many hours you are

working and whether or not your work is impacting on your academic performance.

International students, as per your student visa considerations, can work 40 hours per fortnight when the course is in session.

If you are studying the iHTMp course at The Hotel School Hayman Island, you will have the opportunity to complete your paid internship on the island while studying.

WHAT CAREER SUPPORT IS AVAILABLE TO STUDENTS?

A career consultant is available to assist you with career advice, career planning, industry research, resume writing, interview preparation and other aspects of career progressions. In addition, several workshops are held each semester on different career topics to support you in building your professional profile and improving your employability. You'll also have access to high quality online career development learning resources through an online career hub. Access to career support is also available for 12 months after graduation.

WHO ARE THE HOTEL SCHOOL'S ENGLISH PARTNERS?

English Language Company ELC (Sydney)	https://www.elc.edu.au/en/home
EC English (Sydney, Melbourne, Brisbane)	https://www.ecenglish.com/
Ability English (Sydney, Melbourne)	https://www.ability.edu.au/
ILSC Language Schools (Sydney, Melbourne, Brisbane)	https://www.ilsc.com/
Navitas English (Sydney, Melbourne, Brisbane)	http://www.navitasenglish.edu.au/
UTS Insearch (Sydney)	https://www.insearch.edu.au/
Universal English College (Sydney)	https://uec.edu.au/
Browns English Language School (Brisbane)	https://brownsenglish.edu.au/
International House (Sydney, Melbourne)	https://ihsydney.com.au/
Australian Pacific College (Sydney, Melbourne, Brisbane)	https://www.apc.edu.au/home/

THE
HOTEL SCHOOL
SYDNEY • MELBOURNE • BRISBANE

ASK OUR CAREER ADVISORS



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