

Dear future Murdoch University student,

Hello! We're so excited that you're preparing to study abroad on an IFSA-Butler program and have chosen Murdoch University as your destination. We're sure you're going to love studying there!

There are just a few more forms to complete before your application is ready to be submitted to Murdoch University for an admissions decision. **After reading through this document, please complete and return the following forms:**

- Course Preference Form
- Housing Preference Form

If you haven't already done so, please return the following parts of your IFSA-Butler application:

- Personal Essays page
- Academic Information page (This does not apply if you applied online!)
- Agreements and Releases page
- Program Approval Form (two pages, the second page completed by your study abroad advisor)
- Academic recommendation
- Official transcript(s) from all universities attended
- Eight color ID photos (2"x2")

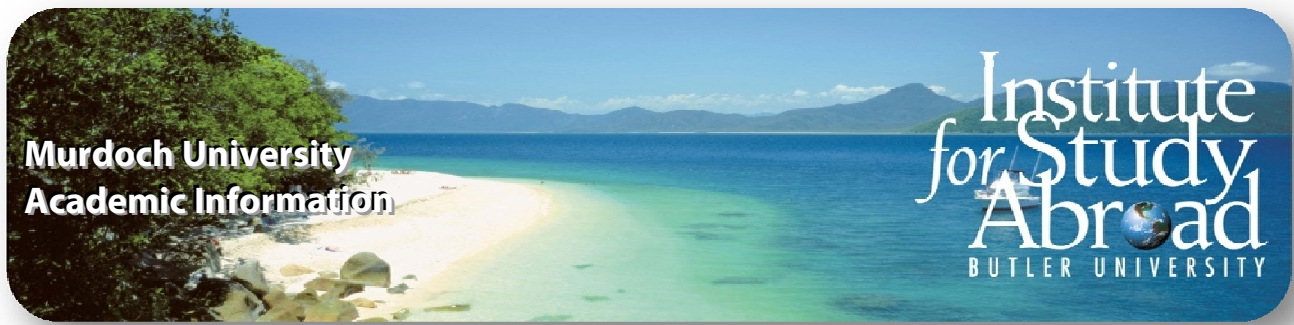
As your IFSA-Butler program advisor, I'm here to assist you with any questions or concerns you have right up until the moment you board your flight for Australia. From there, you'll be in the very competent hands of our resident staff! Until then, please feel free to contact me at any time. You can reach me at:

Institute for Study Abroad, Butler University
1100 W. 42nd St., Suite 305
Indianapolis, IN 46208
Fax: 317-940-9704
Phone: 317-940-4251
E-mail: rderrick@ifsa-butler.org

I look forward to working with you!

Rachael Derrick





For more in-depth information regarding academics in Australia, please consult Section III: Academics in your *Preparing to Study Abroad Australia* book.

What are the registration conditions?

You must take a full Murdoch University course load as determined by IFSA-Butler. Credit will be awarded on a Butler University transcript based on a typical U.S. full course load. All courses are graded on an A–F scale, and there is no provision for pass/fail or auditing courses unless pass/fail is the only method of assessment for the course. You are not allowed to register for online, distance education or hybrid courses.

You should also be aware that you may be charged additional fees by your home institution or host university to take or process additional credits. Taking less than a full course load may jeopardize your student status and result in personal academic repercussions and/or loss of financial aid.

What if I need to take a required course?

Please be aware that IFSA-Butler cannot guarantee that your host university will offer a particular course, or that you will be allowed to take that particular course. However, if you need to take a required course, you may indicate that it is required on your course preference form. Your IFSA-Butler program advisor will communicate your needs to your host university.

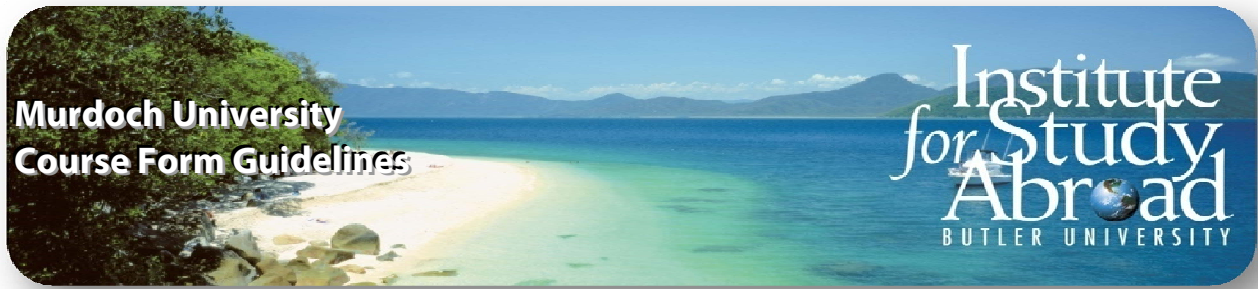
What do I need to know about exams?

Because of the differences in the academic systems, you will not know your exam schedule until after you arrive at your host university. Please refer to your program calendar (located online at www.ifsa-butler.org) to review the exam period for your host university. Your host university's policies do not permit you to reschedule any exams, request alternate assessments or arrange to have your exams proctored in the United States. If this occurs, IFSA-Butler cannot assist you in conducting a grade query or academic follow-up for the course in which you made this arrangement. You will need to complete and submit all academic work prior to departing the program.



How will my home university know what my classes were and what grades I received?

After you have returned to the U.S., your home university will receive a Butler University transcript with the credit you earned at Murdoch University. The Butler University transcript will report the equivalent U.S. semester credit hours and letter grades. We also will send an official transcript to your permanent address.



The course preference form is not a registration form; it is a guideline to let your host university know which courses you are interested in taking abroad. You should discuss your course selections with your academic advisor at your home institution and have several backup choices in mind. Neither you nor the university is bound by your selections, and you will not officially register for courses until you arrive on campus.

Where can I find a list of courses that the university offers?

1. Go to IFSA-Butler’s Murdoch University page online: <http://www.ifsa-butler.org/murdoch-university.html>
2. In the middle of the page, click the “Online Course Catalog” link



How many courses am I able to take, and how do I determine U.S. semester credit hours?

IFSA-Butler requires students to enroll in a full course load at the host institution. A full course load is 12 Murdoch points for the semester (15-16 U.S. credit hours) or 24 points for the year (30-32 U.S. credit hours). Units with a code of 100 are worth three credit points; codes with 200 and above are worth four credit points. For information on the credit weight, please consult the chart below.

Murdoch University Credit Points	Equivalent U.S. Credit Hours
3	4
4	5
6	8

Most students take either four classes at the 100 level (4 classes x 4 U.S. credit hours = 16 credit hours) or three classes at the 200 and 300 levels (3 classes x 5 U.S. credit hours = 15 credit hours) to make up their course load for the semester. You may mix classes in the 100, 200, and 300 levels as long as you do not exceed 12 Murdoch University points. Contact your program advisor if you need assistance calculating your U.S. credit hours based on your Murdoch University points.

What courses am I eligible to take?

As an IFSA-Butler student, you are entitled to enroll in undergraduate courses for which you are qualified and in which space is available. Course descriptions in the online course catalog (see above) include prerequisites you must fulfill in order to enroll in each course.

For each course that you list on your preference form, be sure to check the following:

- When determining which courses to take, please bear in mind that the Australian academic system is an intensive, three-year program.

- First-year (100-level) courses are appropriate for departments in which you have little or no prior experience.
 - Second-year (200-level) courses will be equivalent to advanced sophomore or junior-level U.S. courses.
 - Third-year (300-level) courses will be equivalent to senior-level U.S. courses.
 - Fourth-year (400-level) courses and higher are part of a postgraduate degree (Masters or Ph.D.). You are not eligible to take these courses as an undergraduate study abroad student.
- Remember in Australia, U.S. fall semester = semester 2 and U.S. spring semester = semester 1. Be sure to select courses for the correct semester you are studying abroad.



A banner image featuring a tropical beach scene with turquoise water, white sand, and green foliage. The text 'Murdoch University Housing Information' is overlaid on the left side in white. On the right side, the 'Institute for Study Abroad' logo is displayed in white, with 'BUTLER UNIVERSITY' written in smaller letters below it.

Murdoch University Housing Information

Institute
for Study
Abroad
BUTLER UNIVERSITY

For more in-depth information regarding housing in Australia, please consult Section VI: Living Abroad in your *Preparing to Study Abroad Australia* book.

Is my housing included in the program fee?

Yes. Your program fee includes accommodation at the university while classes are in session. You will be responsible for the cost of your meals (whether a meal plan or self-catered) and any commuting costs you may incur. Australian university housing requires students to move out during breaks between semesters. If you are studying abroad for a year and wish to remain in residence during the vacation period(s), you must notify the university housing office upon arrival to make necessary arrangements. Staying in residence during these breaks may incur additional costs not covered by the IFSA-Butler program fee.

What are my housing options?

The following housing options are available during your semester or year abroad. **Please note:** If you are placed in a residential college, you will incur a supplemental charge six to eight weeks after you have arrived; this charge is in addition to your IFSA-Butler housing fee and varies from college to college.

- **Student Village**

The Student Village is located a five-minute walk from university buildings and is within walking distance to local shopping facilities. You will share the flat with both Australian and international students. Both single and double rooms are available in flats with up to eight bedrooms. You will prepare your own meals in a shared kitchen area.



When will I receive my housing assignment?

You will most likely receive your housing assignment one to two weeks before your departure. However, in some cases you may not receive your housing assignment until you arrive in Australia for orientation. Your program advisor will notify you of your housing assignment via e-mail when it is released by the university.

Please keep in mind that while IFSA-Butler guarantees housing, we cannot guarantee your preferences.

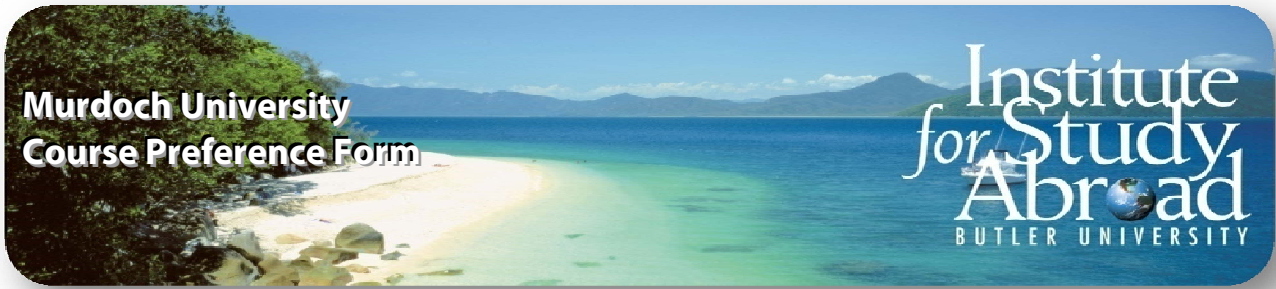
Do I have to pay a housing deposit?

Yes. IFSA-Butler requires a refundable housing deposit of \$300 before going abroad. We will return this deposit to you after March 1 for fall programs or September 1 for spring and year programs, less any fines, damages or outstanding debts in your name.

Can I arrange my own housing?

Yes. IFSA-Butler recognizes that some students require independent housing for their time abroad. If you choose not to take advantage of our guaranteed housing, you may sign up for independent housing on the housing preference form. Once you've made this choice, we will not provide housing for you or bill you for the accommodation fee.

Please be advised that housing costs can be high abroad, and many times students living independently end up spending more money than students living in IFSA-Butler arranged housing. If you are hoping to save money by arranging housing on your own, please research your options early so you can compare costs. You must notify us of your intention to live in independent housing by December 1 for spring and semester 1 programs or by May 1 for fall and semester 2 programs. We are not able to accommodate independent housing requests after these dates.



Full Name: _____ Major: _____

Length of study:

Semester 1

Semester 2

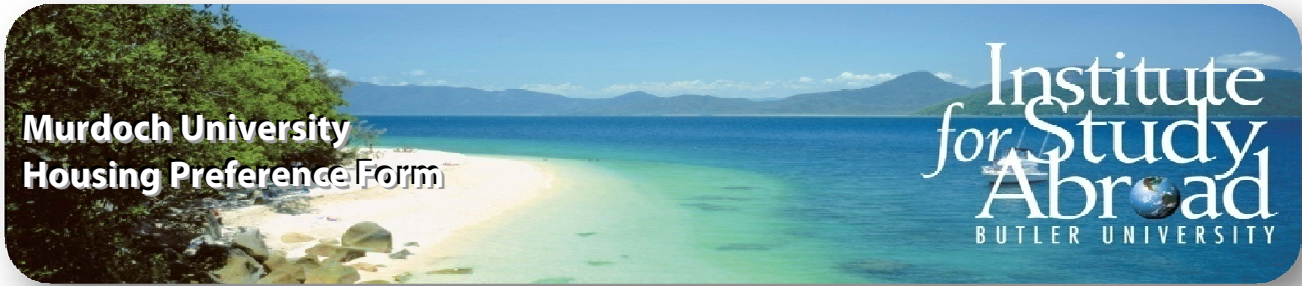
Year

Please list your course choices in order of preference, and be certain that you have these courses pre-approved by your home university.

	Course Title	Course Code	Term	Credits
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____

If you have general subject requirements, please list them below (e.g., "I need one psychology class and one economics class.") Remember, you will register for courses upon arrival at Murdoch University.

***Please retain a copy of this form for your records.**



Full Name: _____ Home University: _____

1) Gender: M F

2) Term: Semester 1 Semester 2 Year

3) Please select one of the following housing arrangement options:

I will arrange my own housing.

You do not need to complete the rest of this form. Please return this housing preference form to IFSA-Butler along with a letter from your study abroad advisor on university letterhead stating that your university approves of independent housing.

I would like IFSA-Butler to arrange housing for me at the Murdoch University Village.

For more about our available housing options, refer to the housing information included in this document

If available, I would prefer:

Single-gender residence Single room Vegetarian Smoking Kosher

Please explain any specific religious or other daily living needs that necessitate particular features and/or considerations in your accommodation or for the IFSA-Butler orientation.

Please list any roommate requests. All requests must be mutual and in writing, but cannot be guaranteed.

I have read and understand the enclosed information regarding housing options at Murdoch University and I acknowledge that housing preferences are not guaranteed by IFSA-Butler or Murdoch University. If placed in a Residential College, I am aware of and prepared to pay the additional supplemental costs. I understand that if I do not disclose any special needs to IFSA-Butler, arrangements cannot be made for me.

Signature: _____ Date: _____