

**HOLMES**  
GRAMMAR  
SCHOOL



**Information for  
Prospective Students**

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## **1. Introduction**

Holmes Grammar School (HGS) welcomes students from around the world to its courses. This document provides important and useful information about HGS, its courses and about living in Australia.

## **2. History of Holmes Education Group**

The Holmes Education Group (Holmes) is an internationally recognised multi-sector provider of education that delivers over 20 programmes ranging from secondary education through to postgraduate programmes in business administration, accounting, fashion and creative arts and information systems. It has campuses in Melbourne, Sydney, Brisbane, Gold Coast and Cairns.

Holmes started with Holmes Institute which was founded as a business college in 1963. Holmes was acquired by the present ownership in 1988 and has had the same senior management team since that time. Holmes Institute began delivering higher education programmes in 1999. It was registered as a higher education provider in New South Wales in 2006 and Queensland in 2007. The Grammar School commenced operations in 2005.

The ongoing growth and expansion of Holmes is a testament to student demand and the reputation of the Holmes Education Group in Australia and offshore.

The student profile is diverse, including both domestic and international learners of various ages, languages, religions, cultural values, and ethnicity.

## **3. Holmes Grammar School Courses**

Holmes Grammar School(HGS) delivers Secondary Years 11 - 12 (VCE) CRICOS Course Code: 050632J. In addition to the compulsory subject of English, students can choose from a range of subjects best suited to their abilities and future study and employment goals.

The following lists the units available to students at Holmes Grammar School.

### **Year 11 Victorian Certificate of Education**

- English
- EAL
- Bridging EAL
- General Mathematics
- Foundation Mathematics
- Mathematical Methods
- Accounting
- Business Management
- Vietnamese First Language

## **Year 12 Victorian Certificate of Education**

- English
- EAL
- General Mathematics
- Mathematical Methods
- Specialist Mathematics
- Foundation Mathematics
- Vietnamese First Language
- Business Management
- Accounting

Holmes Grammar School may allow students to undertake subjects as delivered by the Victorian School of Languages and Virtual Schools Victoria.

<https://web.vsl.vic.edu.au>

<https://www.vsv.vic.edu.au>

## **VCE Vocational Major**

### **Semesters 1 & 2 (Year 11)**

- VCE Units 1 & 2

### **Semesters 3 & 4 (Year 12)**

- Personal Development Skills
- Work Related Skills
- Literacy
- Numeracy
- Cert II Workplace Skills (part) - Note the delivery is by Headmasters Academy Pty Ltd RTO Code 4639. View the website here: <https://tmice.edu.au>
  - Apply Communication Skills
  - Deliver a Service to Customers
  - Use Business Software Applications
  - Use Digital Technologies to Communicate in a Work Environment
  - Contribute to the Health and Safety of Self and Others

### **Please note:**

- There is no work placement as part of this course
- Holmes Grammar reserves the right to make changes to its subject offering.

Students must prove they meet the admissions requirements. Overseas students must demonstrate that they meet the English requirements for their chosen course. Students are expected to have completed the equivalent of Year 10 and achieve the equivalent of an IELTS 5.0.

Please refer to *Admission Requirements Policy and Procedures* on the website (<https://www.holmesgrammar.vic.edu.au/about/policies>) for the admission details.

Should students require further English tuition in order to meet the entry requirements HGS can arrange a High School Preparation course or EAP course through Oxford House College. <https://www.ohcenglish.com/cities/melbourne>

Holmes Grammar School will provide credit transfer for subjects successfully studied and recorded on the VCAA register. Refer to the Application for Advanced Standing policy and procedure here - [www.holmesgrammar.vic.edu.au/about/policies](http://www.holmesgrammar.vic.edu.au/about/policies)

**International students note:** a grant of credit cannot result in an international student undertaking less than a full-time load of study. A grant of credit may result in the shortening of the course and therefore a shorter COE

#### **4. Modes of Study and Assessment Methods**

Programs at HGS are available to international students in the full-time mode only. The courses are, nevertheless, designed to offer flexible learning opportunities for students. The variety in the teaching methods allows for a maximum level of participation by students and the opportunities for them to apply knowledge and skills during the course.

Student learning will be assessed through individual/group assignment, test, project or examinations and the marking of the student academic achievement will be conducted against the prescribed learning outcomes of the courses. VCE students are assessed in Year 12 externally by the Victorian Curriculum and Assessment Authority. Refer to HGS' *Assessment Policy and Procedures* – on the Holmes Grammar School website for details <https://www.holmesgrammar.vic.edu.au/about/policies>.

#### **5. Complaints and Appeals**

Holmes Grammar School has an established, fair, objective and accessible dispute resolution procedure that aims to resolve grievances effectively, locally and with a spirit of conciliation. For further information about the Complaints and Appeals Policy and Procedures at HGS please visit the website <https://www.holmesgrammar.vic.edu.au/about/policies>.

#### **6. Facilities at Holmes Grammar School**

HGS is located in the central business district. All classrooms are air- conditioned and modern, with up to date facilities and resources available to students.

##### **6.1 Resource Centre**

There is a dedicated resource centre equipped with a wide selection of textbooks, videos, magazines and periodicals, newspapers and student photocopy and printing facilities. Computer facilities are available to students from 8:00 am until 5:00 pm most days.

##### **6.1.1 Resources**

HGS strives to provide library services in

- ❖ Providing students and staff with a diversity of quality information resources and a high standard of customer service;

- ❖ Ensuring library services and resources are relevant to the needs of all students and staff;
- ❖ Supporting the information literacy of all students;
- ❖ Providing training in the use of library and information services and resources where necessary;
- ❖ Ensuring library resources are clearly labelled and organised so that they are easy to find and use;
- ❖ Fully catalogued library resources using the Amlib library automation system, Dewey decimal classification (DDC) and Library of Congress Unit headings.

## 6.2 Computer Networks

The campus has industrial-strength wireless networks available to staff and students. A secure 802.1A RADIUS authenticated wireless network is available throughout the campus.

## 6.3 Student Access

- ❖ Students are provided with a webmail address.
- ❖ Learning material at HGS is presented using Blackboard. The school has been a subscriber to Blackboard for more than 10 years and uses the platform extensively in delivering its courses.
- ❖ Printing facilities are available to students via a Centralised Print Quote System.
- ❖ HGS has increasingly shifted to a wireless environment in recent years and whilst fixed line computers are available, it is expected that students will have a laptop with them at all times. A senior IT specialist oversees the ICT environment nationally and dedicated IT support specialists are available on campus. Wireless connectivity is of paramount importance to the school's ICT environment and special care is dedicated to its maintenance.

## 6.4 Student Lounges

Comfortable areas within the building for students to relax, meet others, and converse in English. They are also a place to find information on social activities, rooms available to rent or share, etc.

## 7. Course Fees and Dates

**Holmes Grammar School course fees and dates:** Please refer to <https://www.holmesgrammar.vic.edu.au/about/fees-intake-dates> to view current course dates and fees.

## 8. Deferment, Suspension & Cancellation

**For information on Deferment, Suspension and Cancellation policy, please refer to our policy at <https://www.holmesgrammar.vic.edu.au/about/policies>.**

## 9. Refunds

HGS' Refund Policy is clearly outlined in the Letter of Offer and Offer and Acceptance Form given to prospective students. The *Refund Policy* is also publicly available on the HGS website here <https://www.holmesgrammar.vic.edu.au/about/policies>.

## 10. Applying for Admission to Holmes Grammar School

All students applying to HGS must meet the course admission requirements as set out in the Admission Requirements Policy and Procedures found at <https://www.holmesgrammar.vic.edu.au/about/policies>.

### 10.1 Domestic students

Complete the Application Form and attach all documents as required through our online application portal available at <https://www.holmes.edu.au/pages/schools-and-faculties>. Please refer to Admission Requirements Policy for a detailed checklist – available here <https://www.holmesgrammar.vic.edu.au/about/policies>.

### 10.2 International students

#### 10.2.1 *Decide the Length of Your Study*

You need a student visa if you wish to study in Australia for over 3 months. For periods of study greater than 3 months a Student (Temporary) Visa is required by non-Australian residents and is granted only if they enrol in a registered, full-time course in Australia. All courses for international students must be registered with the Australian Government. For further information, refer to the following websites:

<https://www.studyinaustralia.gov.au/>

<https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-finder/study>

#### 10.2.2 *Complete Application Form*

Complete the Application Form and attach all documents as required through our online application portal available at <https://www.holmes.edu.au/pages/schools-and-faculties/forms>. Please refer to *Admission Requirements Policy and Procedures* for a detailed checklist – available here <https://www.holmesgrammar.vic.edu.au/about/policies>.

Be sure to include any supporting documentation with your enrolment (e.g. transcripts and certificates from previous study, English test results (IELTS, TOEFL). If you want to apply for a recognition of your prior learning, be sure you indicate such in the application. Refer to Section 5 of this document for details.

#### 10.2.3 *Letter of Offer*

If your application for admission is successful, HGS will make an offer to you for a study place via a Letter of Offer. To accept the offer, you will need to sign and return the offer acceptance with the required deposit.

In some instances, HGS may grant a student a conditional offer, for instance where you are still undertaking studies necessary for admission. An example of this is a student completing final examinations for a course necessary for entry into HGS.

#### 10.2.4 *Obtain your “Confirmation of Enrolment”*

You will need to accept the offer by signing and returning the Acceptance of Offer and pay your deposit in order to obtain your Electronic Confirmation of Enrolment (CoE).

For further visa information, refer to the following website:

<https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-finder/study>

#### *10.2.5 Apply for Your Visa*

Once you have a valid CoE you can begin the visa application process. You will need to contact the Australian Embassy or Mission in your country. Some countries allow you to apply for your visa on-line using the e-Visa function.

The Australian Education Centre, Australian Diplomatic Mission or recognised education agent will give you advice and assistance in preparing your application. You will be asked to have a medical examination as part of the visa process. Special forms will be provided for the doctor to complete.

#### *10.2.6 When You Get Your Visa*

When your visa is granted, you can finalise your travel arrangements to Australia. If you have requested Airport Reception and Homestay, you will need to advise us of your arrival details so that we can confirm your reception service and advise your homestay family when you will be arriving. You will receive an email with the confirmation details and an airport map so that you know where to meet us when you clear customs.

#### *10.2.7 Overseas Student Health Cover*

As an International Student, it is a condition of your student visa that you have Overseas Student Health Cover (OSHC) for the entire duration of your stay in Australia. OSHC gives you access to out-of-hospital and in-hospital medical services to help maintain your health and to provide treatment in the event of an accident.

## **11. On your First Day at HGS**

Students should bring their passport and CoE to Orientation Day. Orientation is generally held on your first day. You will be advised of your Orientation before enrolment. Orientation day generally includes the following:

- ❖ Welcome address;
- ❖ Introduction to relevant staff and student support services;
- ❖ Completion of relevant personal and medical forms;
- ❖ Outline of course and study expectation;
- ❖ English assessment if required and unit selection;
- ❖ Explanation of HGS student related policies and procedures,
- ❖ Information about staying safe whilst in Australia as well as information about work rights; and
- ❖ Access to the Student Management System and Learning Management System.

## **12. Student Obligations**

### **12.1 What is expected of a student at HGS?**

Students are expected to attend all classes and submit all assessments on time. It is expected that

you will supplement your class attendance with an equal number of self-study hours in order to be successful in your chosen course. Effective time management is crucial. You should adhere to a pattern of regular study and strive to make these study sessions as productive as possible.

### **12.2 Academic Progress**

Students studying VCE are continually assessed through prescribed assessment tasks as outlined within the individual subject study designs as provided by the Victorian Curriculum Assessment Authority. Assessment results are recorded initially through the schools reporting process including both Progress and Semester Reports. Unit and Scored results are then reported by the school directly to the VCAA through VASS.

When any deadline is missed or an assessment does not meet the learning outcomes, students are counselled as to how they can improve. Where students consistently fail to meet the required standard or fail to engage in the assessments, an intervention strategy will be implemented. This may include additional academic or personal support and guidance.

Should an international student fail to submit all assessments or fail to meet a pass standard of less than six units at Year 11 VCE an Intention to Report will be sent to the student (and parent or legal guardian) advising that the student will be reported to DOHA for breach of visa conditions. If a student satisfactorily completes five units across their Year 11 VCE enrolment, they will be given the opportunity to undertake a concurrent Year 11 VCE unit enrolment at the Year 12 VCE level. This will ensure that the students can complete the course within the expected duration specified on their CoE. It will also ensure that they accumulate sufficient units to meet the qualification requirements at the completion of Year 12.

### **Reporting international students for not meeting attendance and/or course progress requirements.**

Where the student has been assessed as not meeting course progress or unsatisfactory course attendance, HGS will provide the student an Intention to Report notice as soon as practicable. In the case of attendance, the notice will be sent when the student's attendance is below 80% and, in the case, of course progress notice will be sent at the end of the relevant unit of study. The ITR will notify the student of the Intention to Report, inform the student of the reasons, advises the student of their right to access the school's grievance procedures within 20 days.

More details can be accessed from HGS' policies on Attendance and Progress Monitoring and Reporting Policy located on the website <https://www.holmesgrammar.vic.edu.au/about/policies>.

International students must ensure they have an appropriate visa for study for the duration of their course. Any change in visa or status including supporting documentation must be provided to hello@holmes.edu.au within 14 days of the event.

### **12.3 Attendance**

International students must undertake full time study. School students must attend at least 80% of the scheduled hours in order to meet the requirements of their student visa.

## 12.4 Appropriate Conduct

Students must not engage in any conduct that is:

- ❖ Damaging to other persons pursuing their studies, research, duties or lawful activities within the campus.
- ❖ Detrimental to the operation or property of the Institute,
- ❖ Contravenes federal, state or local law, or
- ❖ Otherwise deemed to be inappropriate.

Inappropriate conduct includes, but is not limited to:

- ❖ Disrupting any teaching, study, assessment or research activities or the administration of HGS.
- ❖ Obstructing any officer or employee of the Institute in the performance of his or her duties,
- ❖ Damaging or wrongfully dealing with any property, including intellectual property belonging to HGS.
- ❖ Knowingly withholding relevant information or furnishing false or misleading information for purposes connected with academic progression or enrolment or proposed enrolment as a student,
- ❖ Threatening, intimidating or disorderly behaviour,
- ❖ Endangering the health or safety of a person,
- ❖ Compromising the privacy of an individual, and
- ❖ Compromising the confidentiality of information.

All allegations of inappropriate conduct, including in relation with academic misconduct (e.g. cheating and plagiarism) received shall be dealt with in accordance with the relevant HGS' Policies & Procedures see here <https://www.holmesgrammar.vic.edu.au/about/policies>.

Significant penalties may apply, such as exclusion from studies in the case of serious misconduct.

## 13. Advice and Guidance Services

HGS staff are at hand to discuss and advise on academic and personal issues. Advice, guidance and support services are provided by HGS at no extra cost to the student. Support interviews are usually provided in English unless there is communication difficulty or the student finds it more comfortable in his or her own language. In most cases, students can speak directly to the Head of Department or Campus Director if necessary.

All staff at HGS are committed to assisting you to make your study a rewarding experience. If you require any assistance with your personal or academic needs, make an appointment to see the Principal, Head of School or the Welfare Officer

HGS will provide, where necessary, details of external counselling and support services. Advice, guidance and support services are provided by the school at no extra cost to the student. External support and counselling services may incur a cost and students should request information prior to engaging an external service. The staff at HGS will be pleased to assist you.

### **13.1 Academic**

Each student's academic performance is regularly reviewed by HGS. Students are welcome to make an appointment at any time to discuss their progress with the Academic Support Officer or Academic Manager in each campus.

### **13.2 English Language Support**

Students who need extra support with English can access help at no extra cost through the Academic Support Officers as well as through the "Drop In Sessions" on Blackboard. There is an English Language Centre (Oxford House) at each campus. If extra paid tuition is required Student Services staff will assist in determining the best solution.

### **13.3 Personal / Social**

The campus has a Student Services/Administration Office where students can seek information or assistance open weekdays during office hours. On weekends, after office hours and/ or in the event of an emergency, students can call the 24/7 emergency number provided to them during Orientation, on the Student Safety Card and in the *Critical Incident Policy and Procedures* <https://www.holmesgrammar.vic.edu.au/pages/about/policies>. The Contact details are also listed in this document (Section 17).

### **13.4 Medical and other personal problems**

The campus keeps a list of medical professionals in the vicinity, this information is also available in the Student Handbooks. If students have medical concerns whilst on campus they may inform Student Services who will assist them in finding a doctor. HGS will also refer students to other professionals as necessary.

### **13.5 Emergency**

Holmes Grammar School maintains a 24/7 emergency contact service. HGS staff are always on hand to deal with a range of problems and difficulties. The 24/7 emergency number is provided to students during Orientation, on the Student Safety Card and in the *Critical Incident Policy and Procedures* <https://www.holmesgrammar.vic.edu.au/pages/about/policies>. The Contact details are also listed in this document (Section 17).

### **13.6 International students under the age of 18 years (Welfare and Accommodation)**

Holmes Grammar School welcomes international students under the age of 18 years to its secondary education programs only. (Higher education students must be at least 18 years of age). When you enter Australia on a student visa before your 18th birthday, you must have appropriate accommodation, support and welfare arrangements in place as required by the Department of Home Affairs (DHA).

U18 students have 2 main accommodation and welfare choices, these are, to:

#### **a) Live with a parent, guardian or eligible relative**

You will need to apply to the Australian Government if you intend to live with your parent/guardian or a DHA approved eligible relative while studying. This person will require a valid visa to stay with you in Australia and must:

- ❖ have enough money to support you and themselves during their stay,
- ❖ be able to provide accommodation and other support, and
- ❖ be at least 21 years of age.

OR

**b) Live in HGS-approved accommodation – Under 18 students**

If you will not be living with a parent, guardian or eligible relative, you must apply to live in HGS-approved accommodation. HGS will only approve accommodation and welfare (caregiver) arrangements that meet the standards and guidelines outlined in the National Code (2018) Standard 5.

The Australian Homestay family will take responsibility of every student’s safety and well-being. Unlike other accommodation options, homestay gives an international student the chance to fully immerse themselves into our Australian way of life. The host family will become like a second family; they’ll introduce the student to their family and friends, involve them in their day-to-day activities and show them around the local area.

HGS will provide a suitable Homestay profile for consideration, which will include convenient proximity and ease of access to the school campus. Selection of host families is according to a set clear and strict criterion. The individual needs, preferences and expectations of individual students will always be considered first.

Under 18 students should note they cannot enter Australia before the commencement of welfare arrangements. This is a student visa condition. Under 18 students must also stay in approved accommodation and have care arrangements in place until they turn 18, including any period of non-enrolment.

Please let your agent or HGS know if you would like Homestay arranged for you.

For further information about accommodation and welfare requirements for international students under the age of 18 intending to enrol in Holmes Grammar School, please read our Management of U18 International Students Policy and Procedures available here <https://www.holmesgrammar.vic.edu.au/about/policies> and visit the Department of Home Affairs website.

**13.7 Child Safety Policy**

Holmes Grammar School is committed to Child Safety and protecting students from within, as well as outside the environment of the school. This includes protection against child sexual abuse, physical abuse, serious and emotional and psychological abuse and serious neglect for children under the age of 18.

Students will be educated in identifying, communicating and consequently reporting any abuse directly to the Principal. Also, students who knowingly become aware of another who may be subjected to any level of abuse is compelled to report such incidents.

If a student is at immediate risk of abuse they should phone 000.

**14. Information for International Students**

**14.1 Living in Australia**

The Holmes Education Group of which HGS is an integral part, has been a leader in the provision of

Australian education for over sixty years. During this time the company has had an impressive record as a private provider of high-quality business and language training to both Australian and international students. 100% Australian owned, HGS is proud to be one of the largest and most well regarded private educational institutions in Australia. Holmes has the unique advantage of being able to offer students the opportunity to participate in the 'whole' Australian experience with campuses located in Melbourne, Sydney, Brisbane, Gold Coast and Cairns.

### *Melbourne*

Melbourne – elegant, European, wealthy, conservative – is internationally recognised as the world's most liveable city. Melbourne can boast the best restaurant and cafe society in the Southern Hemisphere, the home of major cultural events and considered the sporting capital of Australia.

A four-season climate, the greatest concentration of research and technology universities in Australasia and the business centre of the nation, all make Melbourne the most wonderful of experiences. For more information, visit <https://www.visitvictoria.com/>.

## **14.2 Accommodation**

### *Hostels & Guest Houses – Temporary Accommodation - Over 18 students only*

Available from A\$25 per day to A\$400 per week. Prices depend on if meals are served or if there are kitchen facilities, and on whether the students share a room. This can be arranged by HGS before your arrival with the payment of the Accommodation Placement Fee.

### *Lease and Shared Accommodation - Over 18 students only*

It is important to consider the full range of costs and responsibilities with leased accommodation. The demand is usually high and ranges generally from AUD80 – AUD 550 per week unfurnished or AUD100 – AUD900 per week furnished depending on the size, condition and location of the house/apartment. Shared accommodation also varies greatly in price. HGS will provide assistance in helping you find this accommodation once you have arrived.

### *Reception Services*

If you would like us to meet you when you arrive in Australia, please let us know when you enrol. There is a cost involved with this. A HGS representative will then meet you at the airport and transfer you to your pre-arranged accommodation.

## **14.3 Medical and Health**

### *Overseas Student Health Cover - (OSHC)*

The Australian Government requires all holders of a student visa to have approved health cover for the duration of their visa. Overseas Student Health Cover (OSHC) is invoiced to all students initially and when you commence studies, you will be issued with your Membership card. Exemptions to the OSHC requirement are Norwegian Students and Swedish students whose insurance is provided by CSN International.

HGS's preferred OSHC provider is Allianz Global Assistance as its insurer. Allianz Global Overseas Student Health Cover is approved by the Australian Commonwealth Department of Health and Aged Care. Refer to <https://www.oshcallianzassistance.com.au/default.aspx> for more details. Alternatively, students may opt to select their own provider. Please note that actual costs may vary between providers of OSHC.

Overseas students who are not on a student visa are advised to arrange travel/medical insurance prior to departure for Australia.

#### **14.4 School-Aged Dependents**

If you are an international student to be accompanied by school-aged dependants it is your responsibility to ensure that they are enrolled in a school. If they are enrolled in either a government or a non-government school, you will be required to pay full fees.

#### **14.5 Driving in Australia**

If you have a driver's licence from another country, in English or with an official translation, you are allowed to drive for your first three months as a resident in Australia. After the three months, if you want to drive, you will need to have the appropriate driver's licence. To get one you will usually need to pass a knowledge test, a practical driving test, and an eyesight test. In Australia, drivers' licences are issued by state and territory governments.

Driving in Australia is on the left-hand side. All drivers in Australia are expected to obey traffic and drink driving laws.

The penalties for breaking traffic laws can be severe. These may include expensive fines, losing your driver's licence or imprisonment. The laws are very strict about driving over the speed limit (speeding) and driving after drinking alcohol (drink driving).

VIC <https://www.vicroads.vic.gov.au/>

#### **14.6 Australian Laws**

In Australia, there are many laws to help maintain order and a civil society. If you are unsure what the law is, it is best to ask someone. Knowing some common laws will help you to adapt to your new life in Australia. Visit the below websites to find more information:

<https://info.australia.gov.au/index>

<https://immi.homeaffairs.gov.au/>

#### **14.7 Weather**

Nearly a third of Australia is in the tropics and the rest is in the Temperate Zone. Summer is from December to February; autumn from March to May; winter from June to August; and spring from September to November.

General Climatic conditions:

- ❖ Melbourne – warm summer, cool winter with an average summer temperature of 25 degrees - occasionally up to 40 and an average winter temperature 14 degrees;

More information about the weather of Australia, visit <http://www.bom.gov.au>.

#### **14.8 World Times**

Australian Eastern Standard Time is GMT plus 10 hours. From the end of October until the middle of March, NSW and Victoria change to Daylight Saving time, which is when we move the clocks

forward 1 hour making is GMT plus 11 hours. You can check the world clock in <http://www.timeanddate.com/worldclock/>.

### 14.9 Beach Safety

Australia is fringed with superb beaches just waiting to be enjoyed. As with all beaches, it is advisable to follow basic precautions.

Popular beaches are usually patrolled by volunteer lifesavers from October to April. Always swim or surf at patrolled beaches between the red and yellow flags which mark the safest area for swimming.

Take your time entering the water, and don't swim alone.

Many surf beaches in Australia have strong currents, called rips. These are powerful currents of water that can drag you along. If you find yourself being caught in a rip, do not panic. Stay calm, float with the current and raise your hand, or swim across it, not against it.

Read and obey warning signs on beaches, beach access points and at waterways.

If you are unsure of the beach surf conditions check with a lifesaver.

Always swim with others.

Children should always be accompanied in the water by an adult who can swim.

Know your health limitations when considering diving, snorkelling, swimming (or other active pursuits).

Also, don't forget to protect yourself from the sun - take your hat, sunglasses, sunscreen and cover up, particularly in the middle of the day.

### 14.10 Bushfire Safety

Bushfires can occur in Australia's bushland, typically in the warmer months of the year. Bushfires do pose a risk to travellers and property, for this reason it is recommended to check local conditions and reschedule trips within a bushfire radius. These bushfire safety tips include useful resources to stay up to date.

- **Follow the advice of local authorities at all times.** They're acting in your interests to keep you and others safe.
- **Act quickly on evacuation notices.** Bushfires can change direction or escalate without warning. If local authorities instruct you to leave the area, do so as soon as possible. Don't delay.
- **Monitor local media for updates.** Evacuation orders are often issued on local news and radio. If the place you're in has a local emergency channel, tune in to that.
- **If in doubt, leave.** Late evacuation from a bushfire zone can be more dangerous than sheltering in place. It's better to evacuate and find it wasn't necessary, than it is to get trapped in a bushfire front.

### 14.11 Snakes

Australia is home to some venomous snakes. Here are some tips for avoiding snakebite:

- Leave snakes alone
- Wear clothing and stout shoes (not sandals/thongs) in 'snake country'
- Never put hands in hollow logs or thick grass without prior inspection
- When stepping over logs, carefully inspect the ground on the other side

- Don't provoke a snake, don't try to catch or kill it. When a snake crosses your path, wait and let it slither away. Stamp your feet and make some noise, it'll go away. Don't make the snake feel trapped.
- Use a torch when you walk around your campsite in the dark. Shake out your sleeping bag if you had left it on the ground.
- Last but not least, don't panic when you see a snake. Always remember: the snake might be as frightened as you are. Snakes usually won't attack anything that is too big to swallow.

#### 14.12 First Aid for Snakebites

- The most effective first aid for snakebite is the pressure-immobilisation technique. The principle is to minimise the movement of the venom around the body until the victim is in a hospital by applying a firm bandage (or suitable alternative) to the bitten area and limb and to immobilise the victim. When applied properly, this method can trap the venom in the bitten area for many hours. The victim might not suffer any effects of the venom until the compression is released, which is done in hospital where antivenom can be administered if required.
- Do not let the bitten person walk to help, any movement of muscles in the limb speeds up absorption of the poison.
- Start transport to the nearest medical centre or call and meet an ambulance.

**For an ambulance in an emergency Tel. 000 Australian Venom Research Unit Tel. 1300 760 451**

#### 14.13 Education Services for Overseas Students (ESOS) Framework

ESOS the Australian Government's legislative structure designed to protect international students and uphold the quality of the nation's education sector – students can access information on ESOS including support mechanisms here - <https://www.education.gov.au/esos-framework>

## 15. Cost of Living

Students relocating to Australia should keep in mind the following costs when they undertake studies. When calculating the cost of living in Australia, students must also budget for food, health care, transport, books, clothing and entertainment.

The following should only be used as a guide as spending may differ depending on the student's lifestyle. Cheaper no-frills brands can reduce food costs for students, as can shopping at markets.

Approximate Living Costs	Melbourne	Sydney	Brisbane	Cairns	Gold Coast
Student Studio Apartment (weekly)	A\$350 - 900	A\$250 - 600	A\$250- 400	A\$150- 400	A\$200 - 500

Share House rental (weekly)	A\$200-550	A\$200- 550	A\$200- 550	A\$200-550	A\$200 - 550
Overseas Student Health Cover*	From A\$80 per month				
Public Transport (weekly)	A\$46	A\$50	\$40	\$38	\$32
Films/Movies	A\$18 - 25				
Music Concerts	A\$80 -150				
Food - bread 700g	A\$4.00	A\$4.00	A\$4.00	A\$4.00	A\$4.00
Food - milk 1lt	A\$3.20	A\$3.20	A\$3.20	A\$3.20	A\$3.20
Food - cheese 500g	A\$7.50	A\$7.50	A\$7.50	A\$7.50	A\$7.50
Food - rice 1kg	A\$2.60	A\$2.60	A\$2.60	A\$2.60	A\$2.60
Food - Big Mac	A\$8.00	A\$8.00	A\$8.00	A\$8.00	A\$8.00

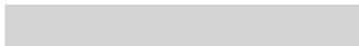
*Prices include goods and services tax (GST). Living costs noted above are indicative only and correct at time of publication. All costs are subject to change.*

*\* Overseas Student Health Cover OSHC is an Australian Government Requirement - cost varies depending on duration of cover and is subject to change.*

For detailed current information about the cost of living in Australia, refer to <https://www.studyinaustralia.gov.au/english/live-in-australia/living-costs>

It is recommended that students allow a minimum of A\$21,040 per year to cover their cost of living. Students are also advised to have access to A\$2,000 to cover settling in costs such as food, transport and personal items if not already prepaid on enrolment.

Students will be required to purchase books and equipment relevant to their course of study. These costs are not included in course fees.



## List of Helpful Websites

### *Government Departments*

Department of Home Affairs	<a href="https://www.homeaffairs.gov.au/">https://www.homeaffairs.gov.au/</a>
Australia and Overseas Embassies and Missions	<a href="https://www.dfat.gov.au/about-us/our-locations/missions/Pages/our-embassies-and-consulates-overseas">https://www.dfat.gov.au/about-us/our-locations/missions/Pages/our-embassies-and-consulates-overseas</a>
Department of Education and Training (DET) - Tuition Protection	<a href="https://www.education.gov.au/international-students">https://www.education.gov.au/international-students</a>
Department of Education and Training (DET) - ESOS Legislation	<a href="https://www.education.gov.au/esos-framework">https://www.education.gov.au/esos-framework</a>
Department of Foreign Affairs and Trade	<a href="http://www.dfat.gov.au">http://www.dfat.gov.au</a>
Study in Australia	<a href="https://www.studyinaustralia.gov.au/">https://www.studyinaustralia.gov.au/</a>
VRQA – Victorian Registration and Qualifications Authority	<a href="https://www.vrqa.vic.gov.au/">https://www.vrqa.vic.gov.au/</a>

### *Tourist Information Services*

Australian City Search	<a href="http://www.citysearch.com.au/">http://www.citysearch.com.au/</a>
Australian Street Maps	<a href="https://www.whereis.com/">https://www.whereis.com/</a>
Victoria	<a href="http://www.visitvictoria.com/">http://www.visitvictoria.com/</a>
New South Wales	<a href="https://www.visitnsw.com/">https://www.visitnsw.com/</a>
Brisbane	<a href="http://www.ourbrisbane.com/">http://www.ourbrisbane.com/</a>
Gold Coast	<a href="https://www.destinationgoldcoast.com/">https://www.destinationgoldcoast.com/</a>
Cairns	<a href="https://www.visitcairns.com.au/">https://www.visitcairns.com.au/</a>
Australian Weather	<a href="http://www.bom.gov.au">http://www.bom.gov.au</a>
World Times	<a href="http://www.timeanddate.com/worldclock/">http://www.timeanddate.com/worldclock/</a>
Currency Conversions	<a href="http://www.xe.com/">http://www.xe.com/</a>
Australian Tourism	<a href="https://www.tourism.australia.com/en">https://www.tourism.australia.com/en</a>

### *Airport/Airlines Information*

Melbourne	<a href="http://www.melbourneairport.com.au/">http://www.melbourneairport.com.au/</a>
Sydney	<a href="http://www.sydneyairport.com.au/">http://www.sydneyairport.com.au/</a>
Brisbane	<a href="https://www.bne.com.au/">https://www.bne.com.au/</a>
Gold Coast	<a href="http://www.goldcoastairport.com.au/">http://www.goldcoastairport.com.au/</a>
Cairns	<a href="https://www.cairnsairport.com.au/">https://www.cairnsairport.com.au/</a>
Qantas Airlines	<a href="http://www.qantas.com.au/">http://www.qantas.com.au/</a>
Virgin	<a href="https://www.virginaustralia.com/au/en/">https://www.virginaustralia.com/au/en/</a>
Jetstar	<a href="http://www.jetstar.com/">http://www.jetstar.com/</a>
Australian Airlines	<a href="http://www.australianairlines.com.au/">http://www.australianairlines.com.au/</a>

### *General Services*

Allianz Global Overseas Student Health Cover

Public Holidays <https://www.oshcallianzassistance.com.au/default.aspx>  
<http://www.australiatravelsearch.com.au/trc/hols.html>

Driving in Australia NSW <https://www.rms.nsw.gov.au/>  
VIC <http://www.vicroads.vic.gov.au>  
QLD <https://www.qld.gov.au/transport/covid-19-transport>

Laws in Australia <https://www.legislation.gov.au/>

## 16. Contact Details

### *International Office*

Address: 185 Spring Street Melbourne Victoria 3000 Australia  
Telephone: 03 9662 2055

E-mail: [hello@holmes.edu.au](mailto:hello@holmes.edu.au)  
Website: [www.holmesgrammar.vic.edu.au](http://www.holmesgrammar.vic.edu.au)

### *Melbourne Campus*

Address 185 Spring Street, Melbourne, Victoria 3000  
Telephone: 03 9662 2055

E-mail: [hello@holmes.edu.au](mailto:hello@holmes.edu.au)

*24 Hour  
Emergency Contact* 03 7002 3399