

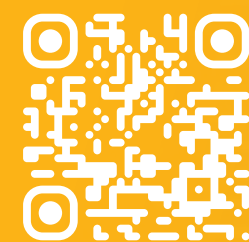
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International Student Guide

www.danfordhe.vic.edu.au

CONTENTS

Welcome to Danford Higher Education	4
Our Vision, Mission, Values & Graduate Attributes	5
Why choose Danford Higher Education	6
How we teach	8
Facilities	9
Why choose Melbourne	10
Entry Requirements	12
What you can study with us	14
Diploma of Business	15
Bachelor of Business (Accounting)	16
Bachelor of Business (Digital Marketing)	18
Bachelor of Information Technology	20
Master of Information Technology	22
How we support you	24
Pre-arrival information	24
Arrival	24
Orientation	24
Health, Well-being and Safety	25
Student activities and Associations	25
Disability Support	25
Visa Requirements and Work Rights	26
Visa information	26
Workplace Rights whilst Studying in Australia	27
Responsibilities as Students	28
How to apply	30
Academic Calendar	32
Contact Information	34



Welcome to
Melbourne



WELCOME TO DANFORD HIGHER EDUCATION

Welcome to **Danford Higher Education (DHE)** a leading provider of higher education, located in one of the world's most liveable cities.

As founding Dean, it is a great honour for me to have the opportunity to introduce you to DHE. As your Dean, I am thrilled and greatly privileged to lead DHE academically.

My passion is excellence, appreciation and enjoyment in education so that our graduates can contribute to make a marked difference in the world.

DHE is a pioneering Australian educational institution committed to connect today's learning with tomorrow's emerging professions in a rapidly changing world, offering a myriad of employment opportunities, not only in Australia but overseas.

Our **Bachelor of Business (Accounting)**, **Bachelor of Business (Digital Marketing)** and **Diploma of Business** courses have been designed to inspire students to be community oriented, show leadership to others and to be entrepreneurial.

At DHE we have created an educational portfolio that blends the best of campus experience by creating a supportive and personalised student environment. We do this by engaging our students in small class sizes, in face-to-face settings, with the latest educational technology.

On behalf of DHE I wish you every success in the pursuit of your business professional career.

Yours sincerely

Professor Alexis Esposto

Dean

Danford Higher Education



OUR VISION



Our Vision is to be sought after as a provider of choice for a diverse cohort of students and our innovative and industry aligned courses which provide professional career opportunities.

OUR MISSION



Our Mission is to achieve our vision by:

- Designing and delivering innovative and industry and community relevant courses for future-ready learners;
- Fostering a learner-centred culture that prepares self-reliant, resourceful and enterprising professionals;
- Creating courses that incorporate articulation pathways that simplify multi-credentialled qualifications from and to other providers in the tertiary sector locally and internationally;
- Partnering with industry to establish accreditation and certifications for graduates in their professional field; and
- Networking and collaborating with other higher education providers both domestically and internationally.

OUR VALUES



Our Values are Explore – Discover – Lead

Explore

We explore by asking why.
We ask why to discover our internal and external world.
We ask why to become independent learners in a diverse, changing and uncertain world.
We possess open minds to share our discoveries and innovations.

Discover

We practice humility to discover and understand our shortcomings.
We recognise our limitations to ensure constant growth.
We discover our local environment to advance and enrich our communities.
We discover our local environment to serve the world better.

Lead

We lead by practicing humility and always improving.
We lead by creating other leaders.
We lead by teaching others to be teachers.
We lead by embracing our team and respecting differences.

GRADUATE ATTRIBUTES



While our objective is help you gain your degree, we are also committed to helping you progress your career through excellence in education and support throughout your stay with us. Through our graduate attributes (GA), we want to build students who exhibit the following characteristics:

- GA1: Lifelong learners who are future-ready and adaptable.
- GA2: Problem-solvers who use critical thinking and analysis.
- GA3: Communicators who are effective across diverse environments.
- GA4: Professionals who are socially and ethically responsible.
- GA5: Professionals who are culturally sensitive and have a global perspective.
- GA6: Professionals who are independent, innovative, and creative.

WHY CHOOSE DANFORD HIGHER EDUCATION

Danford Higher Education is committed to excellence in education. We are proud of our diverse staff and student body, support services and unique learning opportunities for students from around the world.

We Understand

We want you to get the best out of your chosen course and your time in Melbourne. Our academic staff create an open and understanding environment for you to learn in the classroom. Our caring student support team is on hand to help, and our lively student community keeps you connected with social activities and outings.

Credit and Recognition of Prior Learning

Granting Credit and Recognition for Prior Learning (CRPL) ensures that students commence study at a level that appropriately recognises their prior learning experiences and are not required to repeat equivalent learning successfully undertaken in another context.

Danford Higher Education is committed to develop open and accessible guidelines to grant credit towards a course of study based on prior learning, whether from formal studies or professional work experience.

If you wish to apply for credit based on prior learning, it is recommended that you submit your application when you apply for the course. To support your application, please ensure that you include sufficient documentary evidence.

For international students, if credit is granted prior to the issuance of a visa, the duration of the course stated in the Confirmation of Enrolment (CoE) will be adjusted accordingly. If credit is granted after the visa has been issued, the Department of Higher Education (DHE) will report the change in course duration through PRISMS."

To get more information please visit this link www.danfordhe.vic.edu.au/crpl/

Smaller Tutorial Class Size

We have chosen to limit tutorial class capacity to only 26 students. This allows us to provide you the attention and a tailored education in order to support you to learn, thrive, and excel.

Location

At DHE, you'll find out what it is like to live in one of the most student-friendly, fun, and multi-cultural cities in the world. With highly qualified staff and new, high-tech facilities in Melbourne's CBD, (Level 8/277 William St, Melbourne 3000 VIC) you will have everything you need to complete (and enjoy) your degree.

We Are a Global Village

We are proud of the mix of languages spoken in our student lounge, and the dozens of nationalities represented at DHE. Our multicultural staff and student base ensure a dynamic and supportive educational culture.

Study Trimester

Our courses follow a 3+3+2 model. 3 units are delivered in each of the first and second trimesters with 2 units in the third trimester of study, totalling 8 units per year. Each trimester is 14 weeks in duration with 12 weeks of lecture tutorial classes followed by 1 week's study period and 1 week for examinations.

Timetable

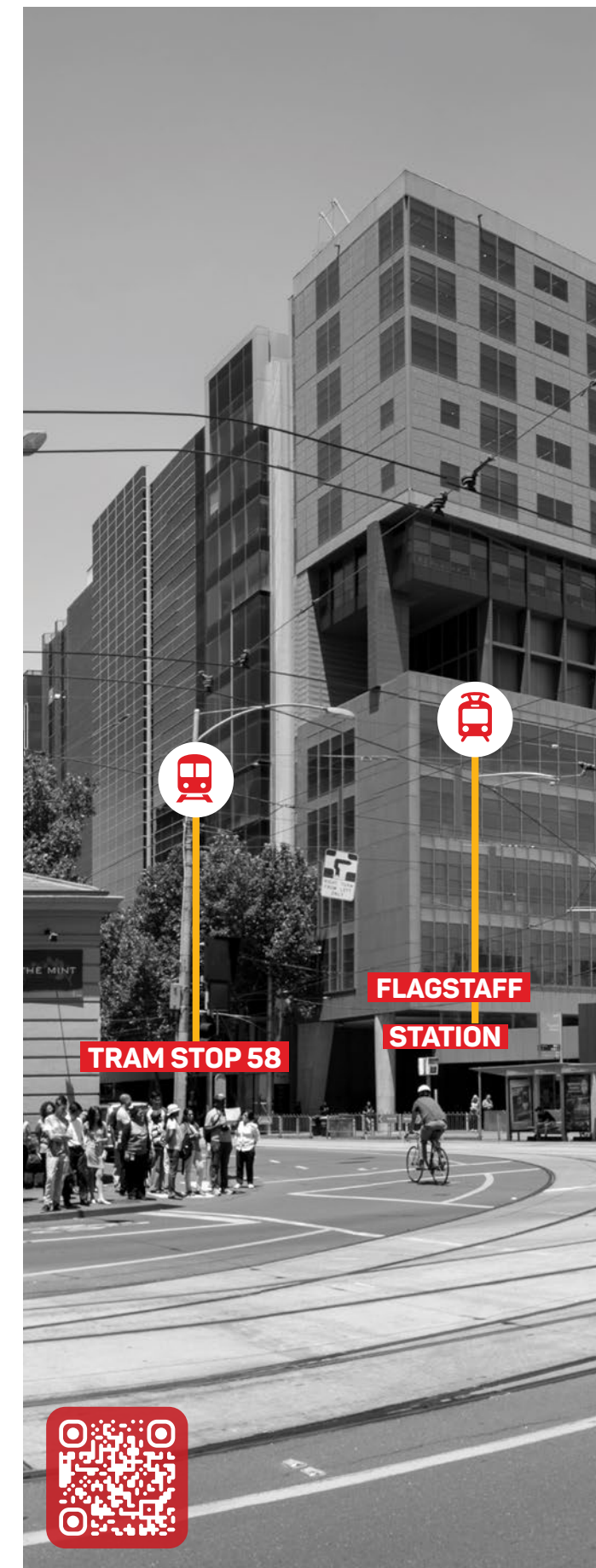
Lectures and tutorials will be scheduled for two days each week to offer students a structured learning experience while balancing sufficient class time with the flexibility needed to manage their commitments.

Digital Platforms (Materials & Online Resources)

At DHE, we provide students access to a range of online resources, including Canvas, which plays a crucial role in enhancing academic success. Through this Learning Management System, students can collaborate and track their progress. Additionally, students can also use library, student hub, and computer lab computers with free Wi-Fi throughout the DHE campus. We are committed to empowering our students with the latest technology and resources to achieve their academic goals and succeed in their chosen fields.

Unique Student Identifier (USI)

All Danford Higher Education students are expected to apply for a USI. Details on how to apply and obtain a USI will be provided at orientation. Failure to provide a USI will result in transcripts for completed studies not being recorded or issued. For more information, contact our Student Support Officer or visit www.usi.gov.au



HOW WE TEACH

Highly-qualified academics with extensive industry experience and solid research background

Our academic teaching staff, and other faculty members bring a wealth of rigorous academic learning and robust on-the-job experience into our



classrooms. All these are further complemented by scholastic research skills and core competencies that help our students advance in their knowledge and abilities while developing their critical thinking skills. We can prepare our students for leadership in their respective endeavours because our teachers themselves are leaders.

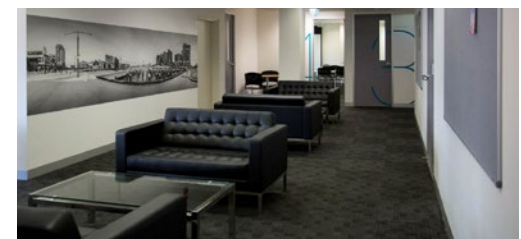
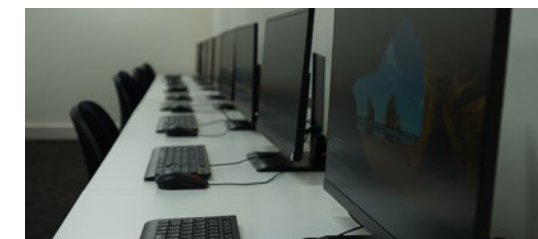
Content resources are updated, relevant, and accessible

Our ever-growing and considerable content resources are designed to respond to the requirements of our discipline areas while elevating further the abilities of our students. Students and academics alike can dig deep into them for learning or coming up with solutions to their own real-life academic and professional challenges. Our digital platform makes all these data available at any given time.

Learning structure

We value face-to-face education for effective learning. However, virtual learning has become a reality in today's changing world. In the event of remote learning situations, like pandemic-induced lockdowns, we can implement virtual classrooms. In both cases, active participation in discussions encourages open expression of ideas, friendly debates, research, and experimentation. This approach ensures a well-rounded education that prepares students for success in their chosen fields, no matter the circumstances.

MODERN FACILITIES



Facilities & Equipment

At DHE, we believe that a degree is just the beginning of your journey to a successful career. We are dedicated to providing excellence in education and supporting you every step of the way during your time in Melbourne.

Our facilities and resources are designed to meet the needs of international students, and we offer comprehensive support and guidance in all areas of your life. From academic assistance to personal counseling, we are here to help you succeed and thrive.

- Spacious classrooms
- Computer labs
- Student lounge
- Student support services
- Assignment writing workshops and guidance
- Events for international students

WHY CHOOSE MELBOURNE

EXPLORE MELBOURNE

Discover Melbourne’s vibrant culture, forge lifelong connections with global peers, and pursue your academic goals at Danford Higher Education’s CBD campus, conveniently located near Flagstaff Station. Melbourne’s work-life balance culture promotes wellness, community involvement, academic excellence, professional advancement, and technological convenience, making it an ideal place for a happy, healthy, and productive lifestyle.

Navigate the city’s diverse communities with ease using public transport and bike paths, and experience Melbourne’s unique offerings such as cobblestone lanes, music festivals, world-class theatre productions, delicious cuisine, and AFL matches. Join us in Melbourne and explore it all!

World’s Friendliest City

According to William Russell’s 2022 ranking of 23 of the most visited cities worldwide, Melbourne has been awarded the title of the most friendly city globally. The ranking took into account various factors such as resident satisfaction, safety, attractions, and LGBTQ+ inclusivity. Melbourne’s welcoming atmosphere is a result of the friendliness of its inhabitants, who are often referred to as the “capital of cool.”

The city has also received recognition for its all-inclusive approach, as it continues to grow rapidly, remain open and competitive, and welcome individuals from all walks of life, especially those in the LGBTQ+ community, who tend to face discrimination elsewhere.

¹ <https://liveinmelbourne.vic.gov.au/live/money-and-tax/cost-of-living-in-melbourne>



Eureka Tower
See Melbourne from the Southern Hemisphere’s highest public viewpoint.



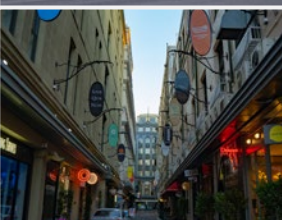
St. Kilda Beach
Discover the vibrant coastal charm of Melbourne with a visit to this iconic beach.



Australian Open
Experience the thrill and witness of the action of the first Grand Slam tennis of the year.



Formula 1 Grand Prix
Get your heart racing with high-speed action and world-class entertainment.



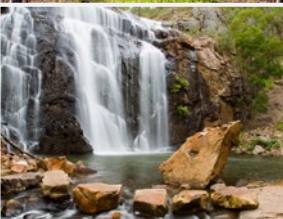
Degraes Street
Discover the vibrant food, coffee, and shopping scene of Melbourne.



Great Ocean Road
Embark on a scenic journey of a along the Great Ocean Road, featuring majestic coastal views and natural wonders.



Yarra Valley
Indulge in a sensory journey through picturesque vineyards and taste some of Australia’s finest wines.



Grampians National Park
Escape to the great outdoors and experience breathtaking natural beauty with.



Dandenong Ranges
Explore lush rainforests, charming villages, and panoramic views of Melbourne.



Phillip Island
Encounter adorable penguins, stunning beaches, and thrilling motorsports on a scenic getaway.



Wilson Promontory Park
Discover pristine wilderness and awe-inspiring landscapes with hiking, wildlife spotting, and beach adventures.

COST OF LIVING

For international students, the cost of living in Australia typically ranges between AUD \$405 and AUD \$1,120 per week. This includes expenses like accommodation, food, entertainment, clothing, phone, internet, and transportation. Depending on the type of accommodation selected (e.g., homestay, rental, share house, etc.), a minimum of AUD \$24,505 per year (excluding tuition) is required to cover living expenses.

If you’re bringing your family, you’ll need an additional budget. For a partner or spouse, you should budget an extra AUD \$8,574 per year, while a child will require between AUD \$3,670 and AUD \$11,448 per year.

For more information, please visit

<https://studyaustralia.gov.au/>

Accommodations:

Homestay	\$410 per week*
Shared House	\$252 per week*
One Bedroom Unit	\$477 per week*
Managed Apartments	\$414 per week*

Other Living Expenses

Groceries and eating out	\$150 - \$300 per week
Heating, Gas & Electricity	\$20 - \$30 per week
Phone and Internet	\$15 - \$30 per week
Public Transport	\$30 - \$60 per week
Car (after purchase)	\$150 - \$260 per week
Entertainment	\$80 - \$150 per week

*Average.



ENTRY REQUIREMENTS



Age Requirement

To study at Danford Higher Education, all international students must be at least 18 years of age or above when the course starts.

Academic Requirements

To satisfy the general entrance requirements for admission to a course, applicants must meet at least one of the following entry requirements:

- Successful completion of an Australian Year 12 or an equivalent senior secondary school qualification, or
- Successful completion of an equivalent secondary qualification overseas and attainment of the required entrance standard; or
- Satisfactory completion of an accredited Tertiary Preparation Program or a Foundation Year Program offered by an Australian university that would enable students to gain entry to an Australian university; or
- Satisfactory completion of one year of accredited full-time study at a registered institute of tertiary education at AQF level 4 or above; or
- Admission to candidature for an undergraduate degree at an Australian University.
- Persons seeking to enrol in a course are required to submit acceptable evidence that they meet the published entry criteria for their chosen course.

English Language Requirements

General Information

All international applicants wishing to enroll into a qualification at Danford Higher Education must provide evidence of English language proficiency as explained below. The English language proficiency score (IELTS or equivalent) should not be more than 2 years old.

Undergraduate Course:

English Language Test	Minimum Test Score	Minimum test score with either 10 weeks of ELICOS, Foundation Standard program or Pathway program	Minimum test score with either 20 weeks of ELICOS or Foundation Extended program
TOEFL internet-based test (test taken between 26 July 2023 and 4 May 2024 not accepted)	Overall 64 (no score less than: listening: 15; speaking: 18; reading: 15; writing: 16)	Overall 46 (no score less than: listening: 11; speaking: 13; reading: 10; writing: 12)	Overall 35 (no score less than: listening: 9; speaking: 10; reading: 7; writing: 9)
International English Language Testing System (IELTS)	Overall 6.0 (no band less than 5.5)	Overall 5.5 (no band less than 5.0)	Overall 5.0 (no band less than 4.5)
Cambridge English: Advanced (Certificate in Advanced English)	169	162	154
Pearson Test of English Academic (PTE Academic)	Overall 50 (no band less than 42)	Overall 42 (no band less than 36)	Overall 36 (no band less than 30)
Occupational English Test	B for each test component	B for each test component	B for each test component

Postgraduate Course:

English Language Test	Minimum Test Score	Minimum test score with either 10 weeks of ELICOS, Foundation Standard program or Pathway program	Minimum test score with either 20 weeks of ELICOS or Foundation Extended program
TOEFL internet-based test (test taken between 26 July 2023 and 4 May 2024 not accepted)	Overall 80 (no score less than: listening: 19; speaking: 22; reading: 19; writing: 20)	Overall 64 (no score less than: listening: 15; speaking: 18; reading: 15; writing: 16)	Overall 46 (no score less than: listening: 11; speaking: 13; reading: 10; writing: 12)
International English Language Testing System (IELTS)	Overall 6.5 (no band less than 6.0)	Overall 6.0 (no band less than 5.5)	Overall 5.5 (no band less than 5.0)
Cambridge English: Advanced (Certificate in Advanced English)	176	169	162
Pearson Test of English Academic (PTE Academic)	Overall 59 (no band less than 50)	Overall 50 (no band less than 42)	Overall 42 (no band less than 36)
Occupational English Test	B for each test component	B for each test component	B for each test component

WHAT YOU CAN STUDY WITH US



Diploma of Business

CRS1401356 | CRICOS: 112971F

Course at a Glance

Graduates of the Diploma program will have a wide range of skills that allow them to apply technical and theoretical business concepts effectively in various contexts. They can use these skills to undertake paraprofessional work and pursue further academic and professional opportunities.

Potential Outcomes

- Financial and Insurance Clerks
- Bank Workers
- Sales and Marketing
- Credit and Loans Officers
- Insurance
- Money Market and Statistical Clerks
- Betting Clerks
- Clerical and Office Support Workers
- ICT Sales
- Assistants and Retail Administrative employees

Duration:
1 year

Unit Fees:
\$2,450 per unit

Annual Course Fee:
\$19,600

Digital Access Fee:
\$100 per year

*The Digital Access Fee provides students with a range of online resources through the Learning Management System (Canvas) and Student Management System (MESHD Higher Education).
**Textbooks as required. Cost details are provided in the orientation.

YEAR 1 – 8 UNITS

CODE	UNIT TITLE	PREREQUISITES	CPS
ACC101	Accounting for Decision Making		12
BUS101	Business and Professional Communications		12
MKT101	Fundamentals of Marketing		12
BUS102	Statistics for Business Analysis		12
BUS103	Business Economics		12
BUS104	Introduction to Management		12
Elective*	Either ACC102 Transactional Accounting or MKT102 Fundamentals of Digital Marketing.	AC101	12
BUS105	Fundamentals of Finance		12

*The elective for BBus (Accounting) is: ACC102 Transactional Accounting and the elective for BBus (Digital Marketing) is: MKT102 Fundamentals of Digital Marketing.

² AQF refers to the Australian Qualification Framework <https://www.aqf.edu.au>



Bachelor of Business (Accounting) CRS1401355 | CRICOS 112972E

Course at a Glance

This program teaches students financial accounting, management accounting, and auditing principles, as well as laws and regulations. It covers topics such as financial reporting, taxation, and accounting information systems, and trains students to use accounting software and tools. Graduates can prepare financial statements, analyze financial data, and make informed business decisions. This course is accredited by Certified Practising Accountants (CPA) Australia and by Chartered Accountants Australia and New Zealand (CAANZ), and it prepares students for careers in accounting, finance, and related fields.

Potential Outcomes

- Accountant
 - Auditor
 - Financial analyst
 - Tax specialist
 - Budget analyst
- Business analyst
 - Investment banker
 - Management consultant
 - Financial controller
 - Chief Financial Officer (CFO)



^{*}The Digital Access Fee provides students with a range of online resources through the Learning Management System (Canvas) and Student Management System (MESHED Higher Education).
^{**}Textbooks as required. Cost details are provided in the orientation.

^³ AQF refers to the Australian Qualification Framework <https://www.aqf.edu.au>

Duration:
3-years

Unit Fees:
\$2,450 per unit

Annual Course Fee:
\$19,600

Digital Access Fee:
\$100 per year

YEAR 1 – 8 UNITS

CODE	UNIT TITLE	PREREQUISITES	CPS
ACC101	Accounting for Decision Making	AC101	12
BUS101	Business and Professional Communications		12
MKT101	Fundamentals of Marketing		12
BUS102	Statistics for Business Analysis		12
BUS103	Business Economics		12
BUS104	Introduction to Management		12
ACC102	Transactional Accounting		12
BUS105	Fundamentals of Finance		12

YEAR 2 – 8 UNITS

CODE	UNIT TITLE	PREREQUISITES	CPS
BUS201	Business Information Systems	ACC102 BUS202 BUS105 ACC102 ACC101 BUS104	12
BUS202	Business Law		12
ACC201	Accounting Regulation		12
ACC202	Company Law		12
BUS203	Corporate Finance		12
ACC203	Corporate Accounting		12
ACC204	Management Accounting		12
BUS205	Business Research Methods		12

YEAR 3 – 8 UNITS

CODE	UNIT TITLE	PREREQUISITES	CPS
BUS301	Project Management	120cps (10 units) incl. BUS104	12
ACC301	Business Analysis and Valuation	ACC203	12
BUS302	Business Leadership	120cps (10 units) incl. BUS105	12
ACC302	Taxation	Must have completed 120 credit points (10 units), including BUS202	12
ACC303	Data Analytics for Accountants	Must have completed 120 credit points (10 units), including BUS102	12
BUS303	Ethics in Business	120cps (10 units)	12
ACC304	Auditing and Assurance	120cps (10 units) incl. ACC203	12
BUS304	Capstone Unit (Accounting)	120cps (10 units) of which 60cps must be in accounting	12

Total **288**



Bachelor of Business (Marketing)

CRS1401354 | CRICOS 112973D

Course at a Glance

This program trains graduates to excel as digital marketers and leaders in the ever-changing online environment. The program equips students with the skills and knowledge to assist businesses in establishing a robust online presence, engaging customers, and boosting revenue. Graduates can seek professional recognition from the Marketing Institute of Australia (MIA) to enhance their credentials and career prospects in the digital marketing field.

Potential Outcomes

- Digital marketing manager
- Social media specialist
- SEO specialist
- Content marketer
- Email Marketing Specialist



Duration:
3 years

Unit Fees:
\$2,450 per unit

Annual Course Fee:
\$19,600

Digital Access Fee:
\$100 per year

*The Digital Access Fee provides students with a range of online resources through the Learning Management System (Canvas) and Student Management System (MESHD Higher Education).
**Textbooks as required. Cost details are provided in the orientation.

⁴ AQF refers to the Australian Qualification Framework <https://www.aqf.edu.au>

YEAR 1 – 8 UNITS

CODE	UNIT TITLE	PREREQUISITES	CPS
ACC101	Accounting for Decision Making		12
BUS101	Business and Professional Communications		12
MKT101	Fundamentals of Marketing		12
BUS102	Statistics for Business Analysis		12
BUS103	Business Economics		12
BUS104	Introduction to Management		12
MKT102	Fundamentals of Digital Marketing		12
BUS105	Fundamentals of Finance		12

YEAR 2 – 8 UNITS

CODE	UNIT TITLE	PREREQUISITES	CPS
BUS201	Business Information Systems		12
BUS202	Business Law		12
MKT201	Digital Consumer Acquisition	MKT101	12
MKT202	Integrated Marketing Communications	MKT101	12
BUS203	Corporate Finance	BUS105	12
BUS204	Entrepreneurship	BUS104	12
MKT203	Product and Service Branding Strategy	MKT102	12
BUS205	Business Research Methods	BUS102	12

YEAR 3 – 8 UNITS

CODE	UNIT TITLE	PREREQUISITES	CPS
BUS301	Project Management	120cps (10 units) incl. BUS104	12
MKT301	Managing Digital Marketing Campaigns	120cps (10 units) incl. MKT102	12
BUS302	Business Leadership	120cps (10 units)	12
MKT302	Social Media Marketing	120cps (10 units) incl. MKT102	12
MKT303	Digital Marketing Analytics	120cps (10 units) incl. MKT102	12
BUS303	Ethics in Business	120cps (10 units)	12
MKT304	Digital Marketing Strategy	120cps (10 units) incl. MKT201	12
BUS305	Capstone Unit (Digital Marketing)	120cps (10 units) of which 60cps must be in digital marketing	12

Total

288



Bachelor of Information Technology

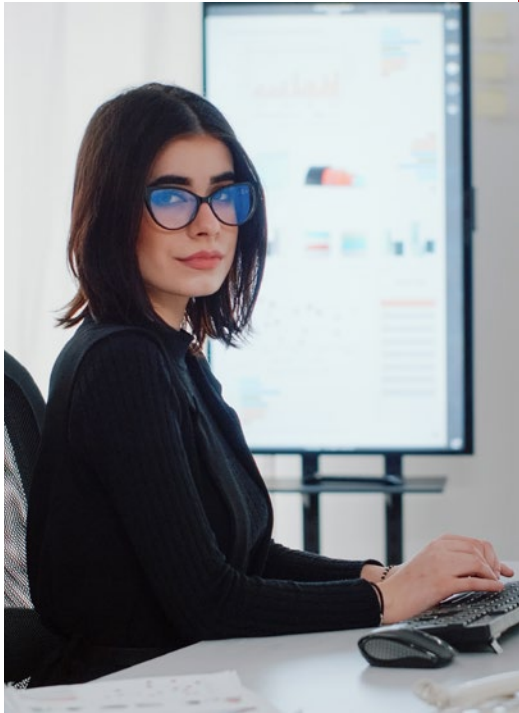
CRS1401737 | CRICOS 117830A

Course at a Glance

The Bachelor of Information Technology is a comprehensive program designed to equip students with the necessary skills and knowledge required to excel in the dynamic field of IT. Throughout this course, students will engage in critical analysis and synthesis of complex IT concepts and practices. They will learn to evaluate the impact of IT solutions in various contexts, ensuring sustainable and ethical practices are adhered to. The curriculum is structured to encourage innovative thinking and strategic problem solving, empowering students to devise cutting-edge solutions to real-world IT challenges.

Potential Outcomes

- Software Engineer
- ICT Security Specialist
- Network Administrator
- Software and Applications Programmer
- Web Developer



Duration:
3 years

Unit Fees:
\$2,500 per unit

Annual Course Fee:
\$20,000

Digital Access Fee:
\$100 per year

*The Digital Access Fee provides students with a range of online resources through the Learning Management System (Canvas) and Student Management System (MESHED Higher Education).
**Textbooks as required. Cost details are provided in the orientation.

⁴ AQF refers to the Australian Qualification Framework <https://www.aqf.edu.au>

YEAR 1 – 8 UNITS

CODE	UNIT TITLE	PREREQUISITES	CPS
BIT101	Fundamentals of Information Technology		12
BIT102	Programming Fundamentals		12
BIT103	Cybersecurity Fundamentals		12
MGT101	Digital Transformation in Business		12
BIT104	Database Design		12
BIT105	Networking Basics		12
BUS101	Business and Professional Communications		12
BIT106	Cloud Computing Essentials	BIT105	12

YEAR 2 – 8 UNITS

CODE	UNIT TITLE	PREREQUISITES	CPS
MGT201	Innovation and Change Management		12
BIT201	Advanced Programming Concepts	BIT102	12
BIT202	Systems Analysis and IT Architecture	BIT101, BIT104	12
BIT203	Advanced Network Security	BIT103, BIT105	12
BIT204	Advanced Web Technologies	BIT102	12
BIT205	IT Service Management	Completion of 10 Units	12
BIT206	Agile Project Management	MGT101	12
BIT207	IT Legal and Ethical Considerations	BUS101, BUS103	12

YEAR 3 – 8 UNITS

CODE	UNIT TITLE	PREREQUISITES	CPS
BIT301	Enterprise IT Management	MGT201, BIT202	12
BIT302	Emerging IT Trends	BIT204, BIT206	12
E1	Elective 1		12
BIT305	Professional Practice and Ethics	Completion of 16 units	12
BIT306	Data Analytics	BIT102	12
BIT307	IT Capstone Project - 1	Completion of all core units, plus one elective	12
BIT308	IT Capstone Project - 2	BIT307	12
E2	Elective 2		12
Total			288

ELECTIVE UNITS

CODE	UNIT TITLE	PREREQUISITES	CPS
BIT208	User Experience (UX) Design and Evaluation	Completion of 12 units	12
BIT303	Fundamentals of Artificial Intelligence	BIT105, BIT204	12
BIT304	Blockchain Security	BIT2023	12



Master of Information Technology

CRS1401738 | CRICOS 117829E

Course at a Glance

The Master of Information Technology at Danford Higher Education is designed to provide a comprehensive understanding and advanced skills in the field of IT. This program is tailored for those seeking to deepen their IT knowledge and apply it in areas such as network security, data analytics, and software development. Through projects, case studies, and collaborative learning, students will enhance their problem-solving and critical thinking skills. The program also focuses on developing effective communication and leadership abilities, preparing graduates for senior IT roles.

Potential Outcomes

- ICT Support Technician
- ICT Customer Support Officer
- Web Administrator
- ICT Security Specialist
- Network Analyst
- System Administrator



*The Digital Access Fee provides students with a range of online resources through the Learning Management System (Canvas) and Student Management System (MESHED Higher Education).
**Textbooks as required. Cost details are provided in the orientation.

⁴ AQF refers to the Australian Qualification Framework <https://www.aqf.edu.au>

YEAR 1 – 8 UNITS

CODE	UNIT TITLE	PREREQUISITES	CPS
MIT101	Information Systems Fundamentals		12
MIT102	Programming Essentials		12
MIT103	Network and Security Basics		12
MIT104	Database Design and Development	MIT101	12
MIT105	Web Technologies	MIT102	12
MIT106	Cloud Computing Fundamentals	MIT102, MIT103	12
MIT107	Software Engineering Principles	MIT104, MIT105	12
MIT108	Business Intelligence and Data Analytics	MIT105	12

YEAR 2 – 8 UNITS

CODE	UNIT TITLE	PREREQUISITES	CPS
MIT201	Advanced Networking and Security	MIT103, MIT106	12
MIT202	Project Management and IT Governance	MIT104, MIT107	12
Elective	Elective 1	Depending on unit chosen	12
MIT207	Capstone Project Part 1 - Proposal and Design	MIT202	12
Elective	Elective 2	Depending on unit chosen	12
Elective	Elective 3	Depending on unit chosen	12
MIT208	Capstone Project Part 2 - Implementation	MIT207	12
Elective	Elective 4	Depending on unit chosen	12
Total			192

ELECTIVES (AVAILABLE FOR SELECTION IN YEAR 2)

CODE	UNIT TITLE	PREREQUISITES	CPS
MIT203	Emerging Technologies in IT		12
MIT204	User Experience Design	MIT102	12
MIT205	Cybersecurity Trends and Practices	MIT106	12
MIT206	Enterprise Systems and Integration	MIT104	12
MIT209	Mobile Application Development	BIT102	12
MIT210	Artificial Intelligence Fundamentals	MIT105	12

HOW WE SUPPORT YOU

At Danford Higher Education, we are committed to providing you the best student experience both on and off campus. Our team is dedicated to supporting you not only in your studies, but also in your wellbeing and personal development during your stay in Melbourne. We offer assistance with everything from academic support to accommodation and other concerns you may have. Our staff members are eager to help you make the most of your time in Melbourne.

Pre-arrival information

Our friendly Student Services staff members are available to answer any questions you may have before you travel to Australia. Please do not hesitate to reach out to us for assistance.

Arrival

Upon arrival in Australia, you will receive a comprehensive Danford Higher Education Student Handbook containing important information about both on-campus and off-campus services and resources. This includes practical details such as transportation options in Melbourne, food, shopping, health services, emergency services, and legal services. Additionally, the Student Welcome Desk at Melbourne Airport is available to provide further assistance upon your arrival, offering essential information and support.

Orientation

DHE's orientation program is essential for a successful transition into the course and living in Melbourne. It is a two-day program that familiarizes students with the academic, social, administrative, and geographical aspects of DHE.

The program provides information on essential resources, introduces Canvas LMS, the library and support services, and helps students meet key contacts and other students from diverse backgrounds. Attending the full program is crucial for a positive transition, and support staff are available to answer any questions.

Health, Well-being, and Safety

Counseling is a form of communication and problem solving. Counseling can help students to succeed in living and studying in Australia. DHE has a qualified counselor who can provide brief confidential counseling. If needed, you can be referred for more specialised help. Online resources and other self-help databases can also be very useful. To book an appointment with the counsellor please contact DHE reception at 03 9125 1766.

Counseling can help students to:

- Understand what is expected of them
- Understand the education system in Australia
- Communicate effectively
- Recognise and cope with pressures
- Manage stress and anxiety
- Help develop confidence and a sense of direction
- Deal with relationship and family issues
- Manage personal crises
- Manage homesickness and adjustment
- Manage family expectations
- Cope with stress and anxiety
- Manage financial matters
- Deal with depression
- Deal with grief and loss

Student Activities and Associations

DHE fosters a sense of community by hosting social events and activities throughout the term. These events provide an opportunity for students to meet new people, adjust to life in Melbourne, and form lasting friendships.

We also recommend that students join student associations such as:

- Council of International Students Australia (CISA)
- Australian Federation of International Students (AFIS)
- International Student Care Service (ISCS)

More information can be found on their website.

Disability Support

DHE provides support services for students with disabilities or chronic medical conditions, such as note-taking services or voice-recognition software. You can inform us of any special needs in your application or contact us before arriving to arrange for accommodations. While we strive to accommodate all students, we may be unable to make changes that are too costly or difficult. In case of problems, please seek guidance from staff.

For more information on disability support, please visit the Study Melbourne website.



VISA REQUIREMENTS AND WORK RIGHTS

Visa

Student visas are normally granted for the duration of your course of study. The following conditions apply:

- As an international student, you must complete your course within the minimum course duration listed on your CoE;
- You must leave Australia after completion of your studies;
- DHE must report any student who does not attend classes or who is not making satisfactory progress.

If you wish to stay in Australia for your graduation ceremony, you may need to apply for a visitor class visa. It is your responsibility to comply with the conditions of your student visa. For a full list of conditions, refer to the Department of Home Affairs <https://www.homeaffairs.gov.au>

Australian Address

You must always inform DHE of any change of address.

Genuine Temporary Entrant (GTE) Requirement

The GTE requirement ensures that Student Visas are used as intended, which is to study rather than to extend residency in Australia. All Student Visa applications must submit the GTE requirement.

In reviewing your application, the Visa Officer takes into consideration your circumstances and immigration history. The requirement is not designed to exclude students who, after completing their studies, go on to apply for Australian permanent residency.

Education Services for Overseas Students (ESOS) Framework

The Australian Government has put in place the ESOS Legislative Framework, which are laws that promote quality education and consumer protection for overseas students. The laws include the ESOS (Education Services to Overseas Students Act 2000) and the National Code of Practice for Providers of Education and Training to Overseas Students 2018. As an education provider, Danford College must fulfil its obligations as set out in the ESOS Framework.

Tuition Protection Service

The Tuition Protection Service (TPS) is an initiative of the Australian Government to assist international students whose education providers are unable to fully deliver their course of study. The TPS ensures that international students are able to either:

- Complete their studies in another course or with another education provider; or
- Receive a refund of their unspent tuition fees.
- If your education provider is unable to deliver a course you have paid for and does not meet its obligations to either offer you an alternative course that you accept or pay you a refund of your unspent prepaid tuition fees (this is called a provider's 'default obligations'). TPS will assist you in finding an alternative course or getting a refund.

For further information, please visit: www.tps.gov.au

Overseas Student Health Cover (OSHC)

As an international student you are required to take out Overseas Student Health Cover (OSHC), which will assist you to meet the costs of medical and hospital care that you may need while in Australia. OSHC will also pay limited benefits for medication and ambulance services. For further information refer to the Department of Home Affairs website <https://www.homeaffairs.gov.au>

Workplace Rights Whilst Studying in Australia

If you are in Australia on a student visa, the number of hours you are allowed to work is defined in your student visa conditions. These restrictions may include any work experience undertaken as part of your study. For more information, visit our working on a student visa page or the resources below:

[Fair Work Ombudsman: Help for visa holders and migrants](#)

[Fair Work Ombudsman: International student rights and obligations](#)

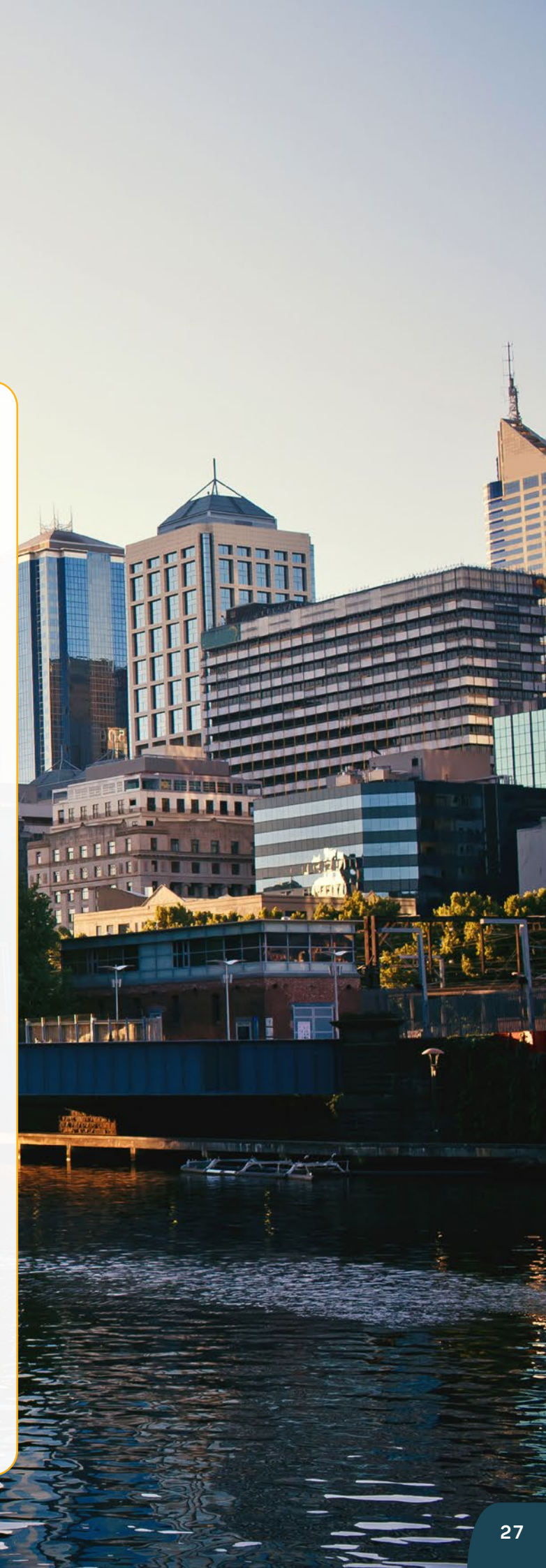
Bringing Your Family

If you are an international student and planning to bring your family, you are required to enroll any school-age dependent in an Australian school and pay their school fees whilst they are in Australia.

In Victoria, children are required to attend school until the age of 17. Children must go to a school campus (or an approved alternative) until they finish Year 10. For more information check with the Australian Department of Education or an Australian Diplomatic Mission in your country as there may be specific restrictions.

Further Visa information

See the Australian Government immigration page for more information at <https://www.homeaffairs.gov.au>



RESPONSIBILITIES AS STUDENTS



Undertake a full-time study load

As per Student Visa conditions, international students must maintain a full-time study load. Students are expected to attend all scheduled classes or workshops or may fall behind in the studies and not complete their course.

Our lectures and tutorials will be scheduled over two days per week.

Maintain satisfactory academic progress

DHE monitors the academic progress to ensure that help is offered to those who are experiencing difficulties as early as possible.

DHE requires students to maintain satisfactory academic progress. This is a student visa condition. Lack of academic progress may result in exclusion from studies which will effect the Confirmation of Enrolment (CoE) and possibly your student visa. It is important to be aware of the Academic Progress policy and seek help when required.

Pay tuition fees on time

Your Student Visa requires you to maintain sufficient funds to support yourself and to pay for your studies in Australia.

If you do not pay your tuition fees on time, DHE may cancel your enrolment and notify the Department of Home Affairs for further action.

Notify us if there is a change of address

Upon arriving in Australia, you must advise DHE of your new residential address and telephone number. You must also inform us of any subsequent changes to your residential address.

You are responsible to ensure that your residential address details are always up-to-date with DHE's records. This is part of your Student Visa conditions and is a vital requirement of the ESOS legislation.

Should you breach a Student Visa condition in relation to your attendance or academic performance, DHE may then send a warning letter to your residential address.

Privacy Notice

Why we collect your personal information:

At DHE, we collect your personal information so that we can process and manage your enrollment in courses with us.

How we use your personal information

We use your personal information to enable us to deliver our courses to you, and to comply with our obligations as a Higher Education Provider.

How we disclose your personal information

DHE will use your information to manage and administer all aspects of your progress through your chosen course of study, your participation in the DHE community, and your access to and use of DHE's business and support services.

Students may access information on their files as per the POL025 Students and Prospective Students Privacy and Personal Information Procedures. Third party access to personal information is only permitted when required by law or with the express permission of the student as outlined in the POL025 Students and Prospective Students Privacy and Personal Information Procedures.

Under Australian law your personal information may be disclosed by Danford Higher Education to authorized government entities including, but not limited to, industry regulators the Tertiary Education Quality and Standards Agency (TEQSA), Immigration Department, the Department of Education and/or if directed by a court of law.

Surveys

You may receive a student survey which may be run by a government department or a Higher Education Research and Development Society of Australasia (HERDSA) employee, agent, third party contractor or another authorised government agency.

You are welcome to contact Danford Higher Education for assistance with the following:

- Request access to your personal information.
- Correct your personal information.
- Make a complaint about how your personal information has been handled.
- Ask a question about this Privacy Notice.

For information about how Danford Higher Education collects, uses and discloses your personal information, including how you can make a complaint about a breach of privacy, please refer to the Danford Higher Education privacy policy as outlined in the POL025 Students and Prospective Students Privacy and Personal Information Procedures.

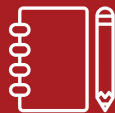
HOW TO APPLY



1

RESEARCH & CHOOSE

Choose the right course by researching your interests and goals, checking entry requirements, and considering other important factors like program structure and career outcomes.



2

PREPARE

Arrange all supporting documents prior to submitting the application such as any information about previous study / qualifications (e.g. copies of transcripts, certificates etc.)



3

APPLY

You can find the application form on our website
<https://www.danfordhe.vic.edu.au/applynow>

- Complete the digital application form (Application for Enrolment as an International Student).

Submit your completed digital application with all the compulsory fields.



4

READ & ACCEPT OFFER

If you meet the entry requirements and your application is approved, DHE will issue you with an Offer Letter. The Offer Letter will provide information about your course, fee payment methods and an acceptance of offer form.



5

CONFIRMATION OF ENROLMENT (COE)

You will be issued a Confirmation of Enrolment (CoE) after acceptance and payment are confirmed.



6

APPLY FOR VISA

Apply for your Student Visa from the Australian Department of Home Affairs (DHA). After your visa is granted, organize your travel and accommodation arrangements to Melbourne.



7

ATTEND ORIENTATION

Make sure to arrive in Australia before your orientation date and attend the orientation to familiarize yourself with the campus and academic expectations.

ACADEMIC CALENDAR

8 January		Orientation Day
Trimester 1 (2025)		
WEEK	DATE	EVENT
1	13 - 17 January	Classes Commence
2	20 - 24 January	
3	27 - 31 January	
4	3 - 7 February	
5	10 - 14 February	Census date: 3 February
6	17 - 21 February	
7	24 - 28 February	
8	3 - 7 March	
9	10 - 14 March	Final Assessment/Exam Timetable released
10	17 - 21 March	
11	24 - 28 March	
12	31 March - 4 April	
13	7 - 11 April	Revision Week
14	14 - 18 April	Examination Period
21 April - 9 May		Break (3 Weeks)
28 April - 2 May		Final results will be published
5 - 9 May		Supplementary Examination

7 May		Orientation Day
Trimester 2 (2025)		
WEEK	DATE	EVENT
1	12 - 16 May	Classes Commence
2	19 - 23 May	
3	26 - 30 May	
4	2 - 6 June	
5	9 - 13 June	Census date: 2 June
6	16 - 20 June	
7	23 - 27 June	
8	30 June - 4 July	
9	7 - 11 July	Final Assessment/Exam Timetable released
10	14 - 18 July	
11	21 - 25 July	
12	28 July - 1 August	
13	4 - 8 August	Revision Week
14	11 - 15 August	Examination Period
18 August - 5 September		Break (3 Weeks)
25 - 29 August		Final results will be published
1 - 5 September		Supplementary Examination

3 September		Orientation Day
Trimester 3 (2025)		
WEEK	DATE	EVENT
1	8 - 12 September	Classes Commence
2	15 - 19 September	
3	22 - 26 September	
4	29 September - 3 October	
5	6 - 10 October	Census date: 29 September
6	13 - 17 October	
7	20 - 24 October	
8	27 - 31 October	
9	3 - 7 November	Final Assessment/Exam Timetable released
10	10 - 14 November	
11	17 - 21 November	
12	24 - 28 November	
13	1 - 5 December	Revision Week
14	8 - 12 December	Examination Period
2026		
15 December '25 - 9 January '26		Break (4 Weeks)
29 December '25 - 2 January '26		Final results will be published
5 - 9 January '26		Supplementary Examination



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