



May 2008

## Re: Graduate Public Health and Health Management Programs

Dear Student

We welcome you to the School of Public Health and Community Medicine and wish you every success in your studies. The following information will help you get started with your postgraduate study.

### Enrolment

- You will be able to accept and enrol online from Tuesday, 20 May 2008 via myUNSW ([www.my.unsw.edu.au](http://www.my.unsw.edu.au)). The **School requires all students to complete enrolment by Friday, 11 July 2008**. To help you with the acceptance and enrolment process we have prepared a document - *Getting Started at UNSW*. Please read this along with the additional enrolment instructions sent by the Admissions Office.

### Timetables and Workshops

- The School timetables for internal (weekly) and external (distance) students are available at: <http://www.sphcm.med.unsw.edu.au/SPHCMWeb.nsf/page/HMPHTime>
- University wide timetable for all classes is available at: <http://www.timetable.unsw.edu.au>. This website provides the most current information on date, time, venue and mode for each of the courses.
- Last minute changes to the timetable may occur, so please check the website regularly as hard copies will not be mailed out. A course will be conducted only when at least 15 students are enrolled.
- Compulsory Workshops:** Workshops for external students will be held in the Residential Week from 21 July to 29 July 2008. Some internal courses also require attendance at workshops held during the Residential Week. Please check if this applies to courses in which you are enrolled, as attendance is compulsory.
- A **Library Induction** and **My eLearning Vista tutorials** (attend only one of the two tutorials) will be held during the Residential Week for all **External students**. Please take this opportunity to become familiar with the tools and services available for external students. Date, time and venue details are available on the external workshop timetable.

### Course Descriptions

- Detailed information regarding our course outlines and availability can be viewed at: <http://www.sphcm.med.unsw.edu.au/SPHCMWeb.nsf/page/HMPHAvail>

### Survey Form

- Please complete the Survey Form enclosed, and return to the Postgraduate Office either in the Residential Week or in your first week of semester. This will assist us to continue providing a program, which is responsive to your needs. Your answers will remain confidential, and you will not be identified.

### Postgraduate Student Welcome

- You are warmly invited to the Postgraduate Student Welcome for staff and students on **Wednesday, 23 July 2008 from 4:00 to 6:00pm at The Bar & Lounge Area, AGSM – Kensington Campus, Gate 11, Botany Street, Randwick** (map ref G27). Refreshments will be provided. Please inform us if you will be attending by returning the enclosed RSVP form. We hope you can join us.

Finally, if you have any queries about your program, please contact:

Postgraduate Coursework Office

Phone: +61 (02) 9385 1699 – Graduate Health Management Programs

+61 (02) 9385 2507 – Graduate Public Health Programs

Email: [postgrad-sphcm@unsw.edu.au](mailto:postgrad-sphcm@unsw.edu.au)

We look forward to seeing you at the Postgraduate Students' Welcome evening.

*Postgraduate Coursework Team*

**Please note:** If you have not yet accepted your offer, you must first formally **accept and confirm your offer online** to secure your place and enrol. The offer letter was sent to you separately by the Admissions Office.