



UNSW Global

**Tohoku University**

**UNSW Global**

**Study Tours & Customised Programs**

**Online English Programs**

**Pre-Course Pack**

**August 3, 2020 to September 4, 2020**

# Introduction

## Welcome to Your Online Program!

Welcome to your Online English Program with UNSW Global Study Tours & Customised Programs. We are very happy to have you here. Although we won't be meeting with you face-to-face, we would still like to get to know you and are always here to help. Studying English can be very daunting, especially if you are not used to learning online, but all of our staff are here to ensure you have the best possible experience, and most importantly, improve your English.

The most important thing to remember is to make the most of your program. Participate fully in your online classes and make sure you join the online activities and events in order to meet other learners and make friends!

If you have any questions or concerns, please do not hesitate to contact us. You will find our contact details at the end of this document.

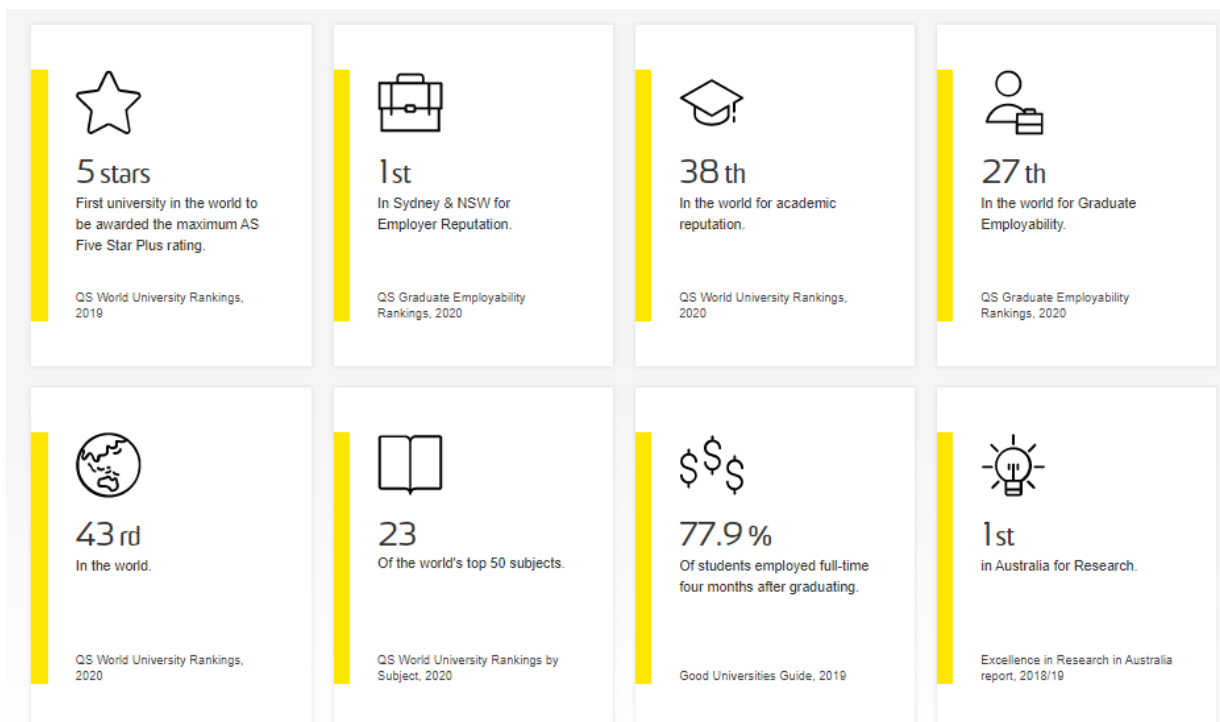
We hope you Enjoy your experience at UNSW Global!

*Scientia Manu et Mente (knowledge by hand and mind).*

## About UNSW Global

UNSW Global is part of The University of New South Wales, one of the prestigious 'group of eight' universities in Australia. UNSW Global provides pathway programs into the University of New South Wales, teacher training and English Language programs for international students.

## UNSW at a Glance



# Your Program

## Online English Programs with UNSW Global

Online English Programs at UNSW Global have been specifically designed for online delivery by our team of professional course developers and teachers. The aim of our online programs is to give students the same high-quality opportunities to learn with us in small, interactive groups with experienced teachers. Provided you have WIFI access, you will be able to study live lessons from home with other students from all over the world, through UNSW Global's online learning system, Moodle. In addition to your online classes, you will also have the opportunity to continue your learning 'outside the classroom' through a variety of virtual social and cultural events, such as conversation club with real UNSW students, virtual tours of Sydney and its famous landmarks, quizzes and other fun social activities. You'll also have the opportunity to participate in a collaborative project with your fellow classmates, where you can put the English you have learned to use. There are two options for online classes within the program:

### Online Essential English

Essential English provides the important language skills you need for social, academic and work situations. The course builds your proficiency and skills through:

- listening to conversations, news, documentary and drama programs
- grammar in context
- vocabulary building in topic areas
- building reading and writing skills through emails, stories and essays
- speaking skills, including conversation, discussion and presentations as well as pronunciation

Classes aim to maximise student interaction and practice, using pair and group work as well as individual study.

### Online Career English

Career English allows you to develop the language skills you need to improve your career prospects and communicate effectively in any workplace situation. Career English is ideal if your career goal is to work internationally, dealing with clients or colleagues in English. It also prepares you for further studies in business. Career English develops English skills needed in an increasingly globalised world. These include:

- giving effective presentations
- working in a team to solve problems
- giving and responding to feedback
- writing business emails, reports and job applications
- participating more confidently in English speaking meetings, discussions and negotiations
- socialising with workmates
- building vocabulary and comprehension through listening and reading using authentic media and work texts

### Class Levels

There are classes at various levels across the course programs. You will be placed into a class at a level to suit you. We accept certain English language qualifications as proof of level, but can also provide an option for an online test if you are unsure of your level.

### Online Activities

After your lessons, you have the option to join an online activity run by a member of the Study Tours team. These activities include virtual tours of Sydney, conversation and pronunciation clubs, social events with UNSW students,

cultural experiences and an online collaborative project facilitated by staff. Each week, you will receive a run-down of available activities for the week via email, with instructions of how to join and make the most of the experience. Please see below for more information on some of these exciting activities:

## **Virtual tours of Sydney**

Online tours of Sydney and its attractions will take place each week. These include:

- A virtual 360 tour of Sydney Harbour, with commentary from Study Tours Staff
- An educational Online Visit to Taronga Zoo, home to many of our favourite Australian animals
- An online visit to one of Sydney's National Parks, along with a discussion on environmental issues
- An online performance at Sydney Opera House

All of these virtual tours will be accompanied by study tours staff, who will ensure they are interactive and enjoyable.

## **Social Activities**

Study Tours will organise a number of online social activities in partnership with the Nippon Students Association at UNSW. This will give you the opportunity to make new friends and practice your English in a more informal setting.

Planned activities include:

- Speed 'friending'
- Storytelling & Hot Chocolate
- Themed Quizzes

## **Conversation & Pronunciation Club**

This activity will give you the chance to practice your conversational English with other language learners and with native English speakers. The session will be facilitated by a member of the Study Tours team and will include tips on improving your pronunciation.

## **Online Homestay Engagement**

Usually, staying with an Australian family is a big part of a Study Tours experience, so we want to give you a chance to engage with homestay hosts during your online course. You will get the opportunity to engage with real homestay hosts via video chat. You'll get a tour of a host family home and will be able to join in with a cooking class with a homestay host.

## **Online Virtual Collaborative Project**

The virtual collaborative project is an independent, student-led project such as researching a topic, giving a presentation or making a video on a current social or community topic or issue. The task will be introduced to you in the first week of your course and you will be assigned a partner to work with. You will be given the opportunity to present your project in the last week of your course. This is a great opportunity to apply the English you will learn in class to a practical task. A member of the Study Tours team will be available every Tuesday and Thursday to help you and give you advice on your project.

## **Joining the Program**

### **Before your Program Begins**

Most of the information you will need to join the program will be sent to you via email. Once you have applied to join the program, make sure you check your email regularly in order to complete all the steps to be ready for your online orientation day.

## Online Orientation

On your first day, you will follow an online orientation with all UNSW Global students which includes:

- a welcome ceremony
- an introduction to the staff at UNSW Global
- information on your course program
- information on activities and events available to join online

*\*As Study Tours students, you will also get information on the exclusive extra activities you will be able to access each day.*

In order to the online orientation, you will receive a welcome email a few weeks before your course begins. This will contain your Student ID, which will help you access the online orientation.

If you want to find out more about the online orientation, plus lots of important information about studying online with UNSW Global follow this link:

<https://www.unswglobal.unsw.edu.au/programs-courses/things-to-know/student-support/online-orientation/>

## Virtual campus tour of the University of New South Wales

On your first day, you will also get a tour of our campus. It is very important that you feel familiar with and 'at home' on our campus as one of our students, and we hope that one day you may be able to visit us! On the tour you will see and learn about:

- The various UNSW faculties and facilities
- The Sports Centre (swimming, gym, tennis, badminton, aerobics)
- The Library
- The beautiful surrounds of Australia's closest university to the famous Sydney beaches!

Students will also be able to ask questions.

## Staff

There are many people who can help you during your online program. Online English Programs are designed and delivered by a team of qualified teachers with many years of experience. Student Services are available to help all UNSW Global students with general questions. In addition, Study Tours staff members will be on hand to help you with any additional questions you may have about your Study Tours program, as well as organising online activities for you to enjoy.

## Timetable

Online English Classes run from **9.00am until 2.30pm**. All times are shown in **Australian Eastern Standard Time (AEST)**. Class times and topics could be subject to slight changes.

**9am:** all students are encouraged to check-in with the student consultation before starting their classes.

**9.15am-9.30am:** students should complete their pre-class preparation activities

**9.30am-11.30am:** Grammar, vocabulary and spoken practice lesson.

**11.30am-12.00pm:** lunch break

**12.00pm-1.00pm:** study group project

**1.00pm- 2.30pm:** skills lesson.

**3.00pm-4.30pm:** You have the opportunity to join a variety of social and cultural activities online with the Study Tours team.

## Sample Timetable \*some aspects of this timetable could be subject to change.

Week 1	Monday	Tuesday	Wednesday	Thursday	Friday	Weekend
9.00-11.30am	<b>Online Welcome &amp; Orientation</b>	<b>Online English Language Class-</b> <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class-</b> <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class-</b> <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class-</b> <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	Free time
12.00pm – 2.30pm	<b>Virtual Campus tour &amp; Live Q&amp;A with UNSW students via Instagram/ YouTube Live.</b>	<b>Online English Language Class -</b> study group project & skills lesson	<b>Online English Language Class –</b> study group project & skills lesson	<b>Online English Language Class -</b> study group project & skills lesson	<b>Online English Language Class –</b> study group project & skills lesson	
3.00pm – 4.30pm		Introduction to Virtual Collaborative Project	Online ‘Speed Friending’ Event with UNSW students	Time to work on Virtual Collaborative Project + Drop-in Session with Staff	Virtual Tour of Sydney with historical & cultural commentary	
Week 2	Monday	Tuesday	Wednesday	Thursday	Friday	Weekend
9.00-11.30am	<b>Online English Language Class-</b> <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class-</b> <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class-</b> <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class-</b> <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class-</b> <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	Free time
12.00pm – 2.30pm	<b>Online English Language Class –</b> study group project & skills lesson	<b>Online English Language Class -</b> study group project & skills lesson	<b>Online English Language Class -</b> study group project & skills lesson	<b>Online English Language Class –</b> study group project & skills lesson	<b>Online English Language Class –</b> study group project & skills lesson	
3.00pm – 4.30pm	Online Themed Quiz with Staff & UNSW students	Time to Work on Virtual Collaborative Project + Virtual Research Tips from the NSW State Library	Virtual Cooking Class with an Australian Host Family	Time to work on Virtual Collaborative Project + Drop-in Session with Staff	Taronga Zoo Virtual Visit	

## Sample Timetable

<b>Week 3</b>	Monday	Tuesday	Wednesday	Thursday	Friday	Weekend
9.00-11.30am	<b>Online English Language Class</b> - <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class</b> - <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class</b> - <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class</b> - <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class</b> - <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	Free time
12.00pm – 2.30pm	<b>Online English Language Class</b> – study group project & skills lesson	<b>Online English Language Class</b> – study group project & skills lesson	<b>Online English Language Class</b> - study group project & skills lesson	<b>Online English Language Class</b> – study group project & skills lesson	<b>Online English Language Class</b> – study group project & skills lesson	
3.00pm – 4.30pm	Teach your friends something new with UNSW students	Time to Work on Virtual Collaborative Project + Drop in Session with Staff	Virtual Cooking Class with an Australian Host Family	Halfway Point Check-in for Virtual Collaborative Projects with Staff	Australian National Parks Virtual Tour and Environmental Discussion	
<b>Week 4</b>	Monday	Tuesday	Wednesday	Thursday	Friday	Weekend
9.00-11.30am	<b>Online English Language Class</b> - <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class</b> - <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class</b> - <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class</b> - <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class</b> - <i>Morning check-in, Grammar, vocabulary &amp; spoken practice</i>	Free Time
12.00pm – 2.30pm	<b>Online English Language Class</b> - study group project & skills lesson	<b>Online English Language Class</b> - study group project & skills lesson	<b>Online English Language Class</b> – study group project & skills lesson	<b>Online English Language Class</b> – study group project & skills lesson	<b>Online English Language Class</b> - study group project & skills lesson	
3.00pm – 4.30pm	Online Board Games with Staff & UNSW students	Time to Work on Virtual Collaborative Project + Drop in Session with Staff	Conversation Session + Pronunciation Tips	Time to work on Virtual Collaborative Project + Drop-in Session with Staff	Virtual Opera House Performance + listening practice with a Staff member	
<b>Week 5</b>	Monday	Tuesday	Wednesday	Thursday	Friday	Weekend
9.00-11.30am	<b>Online English Language Class</b> - <i>Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class</b> - <i>Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class</b> - <i>Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class</b> - <i>Grammar, vocabulary &amp; spoken practice</i>	<b>Online English Language Class</b> - <i>Grammar, vocabulary &amp; spoken practice</i>	Free Time

12.00pm – 2.30pm	<b>Online English Language Class</b> – study group project & skills lesson	<b>Online English Language Class</b> – study group project & skills lesson	<b>Online English Language Class</b> – study group project & skills lesson	<b>Online English Language Class</b> – study group project & skills lesson	<b>Online English Language Class</b> – study group project & skills lesson	
3.00pm – 4.30pm	Virtual 'campfire'- storytelling + hot chocolate with the UNSW students	Virtual Collaborative Project Presentations & feedback	Conversation Session + pronunciation tips	Virtual Collaborative Project Presentations & feedback	Online Graduation Ceremony	

## Certification

Upon successful completion of the course, you will receive a UNSW Global certificate of achievement. An online graduation ceremony will be held on the final day of the program.

*\*A minimum of 80% attendance for lessons is required in order to receive the certificate.*

## Contact Details

If you have any questions or concerns, before, during or after your course, please do not hesitate to contact the Study Tours team:

**Kelven Barry**- Study Tours & Customised Programs Manager

**Laura Reynolds**- Study Tours & Customised Programs Coordinator

**Yoko Bringham**- Study Tours & Customised Programs Assistant Coordinator

**Email:** [customised@unswglobal.unsw.edu.au](mailto:customised@unswglobal.unsw.edu.au)

**Phone Number:** +61 2 9385 7301 (9am-5pm Mon-Fri)

**Address:** Level 5, 223 Anzac Parade Kensington NSW 2033 Australia | PO Box 6666 UNSW Sydney NSW 1466 Australia

**Website:** [www.unswglobal.unsw.edu.au](http://www.unswglobal.unsw.edu.au)





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### Program fees

Item	Fixed	Weekly	Total
Enrolment Fee (50% discount)	\$150 (Normally 300)		\$150.00
Online Tuition fee– 5 weeks (including 15% tuition discount)**		\$391.00 (Normally \$460)	\$1,955.00

### Sample fees for 1 participant

Item	Fixed	Weekly	Total
Enrolment Fee (50% discount)	\$150		\$150.00
Online Tuition fee– 5 weeks (including 15% tuition discount)**		\$391.00 (Normally \$460)	\$1,955.00
Online student engagement activities			Waived
<b>Total per student</b>			\$2,105.00 AUD

The above quote will be updated in accordance with 2021 tuition fee increases. Online program tuition discounts are non-transferable and will not be applied to 2021 tuition fees.

\*\* Tuition fees are subject to change

## Cancellation & Refund Cancellation & Refund Policy

### Payment terms

UNSW Global will issue Tour Organisation an invoice for the Total Fees for a given Program 60 days prior to the Commencement Date for that Program. Tour Organisation must ensure payment is made in full at least 14 days prior to the Commencement Date.

Cancellations, withdrawals and refunds

- (a) In the event that Tour Organisation cancels with respect to one or more Tour Organisation Participants:
  - (i) 25 days or more prior to commencement of the Program, to the extent the Total Fees for those Tour Organisation Participants represent Tuition Fees only, the Tuition Fees are fully refundable;
  - (ii) between 25 and 14 days prior to the commencement of the Program, Tour Organisation will be liable to pay a cancellation fee of 25% of the Tuition Fees, with the remaining Tuition Fees being refundable;
  - (iii) 7 days or less prior to commencement or during the Program, no refunds will be given.

All fees are non-refundable, although an exception may be made in the case of a natural disaster, epidemic or other event that results in a high-level government travel warning, in which case all fees will be fully refunded. Cancellations must be in writing.