



Curtin Singapore

START YOUR JOURNEY 2015

Curtin's guide for undergraduate and postgraduate students

Make tomorrow better.

curtin.edu.sg







GET AN INTERNATIONAL EDUCATION

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Trimester calendar 2014/2015*

	TRIMESTER 3 2014	TRIMESTER 1 2015	TRIMESTER 2 2015	TRIMESTER 3 2015
Orientation week	3 Nov	24 Feb	6 Jul	2 Nov
Trimester commences	10 Nov	2 Mar	13 Jul	9 Nov
Trimester closes	13 Feb 2015	26 Jun	23 Oct	12 Feb 2016

Navitas English calendar 2015

COURSES	INTAKES
Certificate in General English	9 Feb, 16 Mar, 20 Apr, 25 May, 29 Jun, 3 Aug, 14 Sep, 19 Oct, 23 Nov
Diploma of EAP	9 Feb, 20 Apr, 29 Jun, 3 Aug†, 14 Sep, 23 Nov
IELTS Professional	Feb, May, Aug and Oct

* Application closing dates, orientation dates and the trimester dates are subject to change and may vary depending on which course is applied for.

† For students studying 10 weeks only.

A photograph of a group of students sitting in blue chairs in a lecture hall. In the foreground, a young woman with long dark hair, wearing a colorful floral jacket, is smiling and looking towards the right. Next to her, a young man with short dark hair, wearing a white button-down shirt, is also smiling and looking towards the right. Other students are visible in the background, slightly out of focus. The text "LOOK EVER FORWARD" is overlaid in the top left corner in a white, stylized font.

*LOOK EVER
FORWARD*

Why Curtin?

Change something today and discover what's possible at Curtin.

As one of the world's top 50 universities under 50 years of age (as ranked by QS for 2013/2014), Curtin University offers its students a fresh, global perspective. We'll equip you with the skills and knowledge you'll need to solve the big challenges of tomorrow. Along the way, you will benefit from our award-winning teaching staff, industry-reviewed courses, modern facilities and extensive support services.

As Western Australia's largest and most multicultural university, Curtin is home to many bright minds. Over 50,000 students from more than 125 countries are studying one of our degrees, including over 16,000 international students—the third-largest international student population of any Australian university.

A global university with big ideas

Our partnerships with more than 90 institutions worldwide mean the University has established a strong presence in South-East Asia. In addition to our flagship campus in Perth, Western Australia, we have campuses in Sydney, Singapore and Sarawak and agreements to deliver courses at education institutions in countries such as Hong Kong, China, Malaysia, Mauritius, Sri Lanka, Vietnam, Singapore and Indonesia. Regardless of the Curtin campus you choose, you'll be well placed to launch or further your professional career in this growing region and beyond.

Industry-relevant courses with international recognition

Curtin offers a wide range of programs to turn your passion into a rewarding career. Our programs are regularly reviewed by industry, business and government, ensuring that your learning caters to the changing global market. With many of Curtin's degrees backed by national and international accreditation, you'll graduate career-ready.

Student-focused flexible study options

Tailor your studies to your needs and transfer between campuses. Curtin's flexible study options could give you an opportunity to experience the endless coast of Western Australia, the hustle and bustle of Sydney or life in cosmopolitan Singapore. With multiple academic and English entry pathways, and opportunities for eligible students to change campuses while studying, there's more than one way to start your Curtin journey.

Vision 2030

A recognised international leader in research and education.

Our mission

To change minds, lives and the world through leadership, innovation and excellence in teaching and research.

Our values

Integrity	to act ethically, honesty and with fairness.
Respect	to listen, value and acknowledge.
Courage	to lead, take responsibility and question.
Excellence	to strive for excellence and distinction.
Impact	to empower, enable and inspire.



CURTIN SINGAPORE



Curtin's Singapore campus

Study in one of the world's most cosmopolitan cities and receive a quality education.

Curtin Singapore is managed by Curtin Education Centre, which is a part of the Navitas Group—a global educational organisation with extensive experience in providing quality services to students. The campus is supported by a Curtin-appointed Pro Vice-Chancellor who oversees the delivery of Curtin's approach to teaching and learning, and ensures quality and standards are maintained. Whether you study at Curtin Singapore, Sarawak, Sydney or Perth, you can graduate with the skills to launch your career anywhere in the world.

Trimester academic year

Curtin Singapore courses use the same curriculum as those offered at the Perth campus, with the added attraction of offering three trimesters a year, allowing you to complete your degree faster. Intakes usually start in March, July and November.

Transfer between Curtin campuses

We've made our campus transfer option an easier and more fulfilling experience with exciting opportunities for you to complete a part of your degree at our Perth, Sydney or Sarawak campuses. With all of the campuses sharing the same course structure for the courses offered, switching between campuses can be just an application away. You also have the option to attend the graduation ceremony at any Curtin campus as well.

Small class sizes

Curtin Singapore's small classes ensure a supportive learning environment for all students. A better learning environment is encouraged by increasing interaction between lecturers and students, maximising interaction between students, ensuring that personal attention is given to each student, and allowing lecturers to identify and assist students who require extra help.

Credit for recognised learning

Curtin Singapore also recognises previous studies and work experience, which may enable you to benefit from

the relevant prior learning you have done to gain credit exemptions. Depending on the number of credit exemptions granted, you may be able to complete your degree in a shorter amount of time.

Flexible entry options

Courses at Curtin Singapore are as flexible and individual as the students who study them. Students who may not qualify for university entry can enrol at Curtin Singapore in the Certificate IV Tertiary Preparation Program and diploma pathways that lead to the degree programs. These pathway programs are offered on campus by Curtin College at Curtin Singapore campus.

Part-time study

Most courses are available in full-time or part-time study modes to suit local students or working students with permanent residence or employment pass status. Part-time classes are scheduled in the evening and on weekends. However, all international students on Student's Pass must be enrolled in full-time studies.

Campus location and facilities

Curtin Singapore is located 10 minutes from the central business district, with direct bus routes from the campus to three different Mass Rapid Transit (MRT) train stations at Toa Payoh, Novena, and Boon Keng. Singapore's public transport system provides efficient, affordable and reliable transport to all parts of the island city.

Curtin Singapore Campus has a wide range of facilities that make student life more convenient and productive. Lifestyle facilities include an on-campus food outlets, student lounges, gymnasium and basketball court, while academic facilities such as library, latest audio-visual teaching equipment, campus-wide wireless internet and computer labs support your learning experience.

Why Singapore?

Curtin Singapore students not only have access to a quality education, but to a variety of cultural experiences unique to the garden city.

If there is one word that best captures Singapore, it is unique. Ranked as world's third-best and best in Asia for university students by Quacquarelli Symonds in 2013, Singapore is a vibrant city and you'll find a harmonious blend of cultures, lifestyles and religions. This garden city is also well-recognised for its financial infrastructure and was ranked top 3 in the world for foreign trade investment by the Globalisation Index in 2012.

Transportation within Singapore is a breeze; all thanks to a well-connected public transport system and road network that enables easy access to Singapore's world-class attractions such as Singapore Zoo, Gardens by the Bay, Clarke Quay and Universal Studios, as well as excellent shopping opportunities. And with its stringent law and low crime rate, Singapore is one of the safest cities in the world. Offering a wealth of entertainment and a wide range of international cuisines, there will never be a dull moment in this cosmopolitan city.

Cost of living

Your day-to-day living costs will vary based on your tastes, interests and financial position. You should plan a budget to suit your needs, but make sure it is flexible enough to allow for changes. Singapore is a large city with a range of options to suit the lifestyle you choose. We recommend you budget between SG\$14,000 to SG\$40,000 per year to cover essential living expenses.

HELP IS AT HAND

University life, services and support

With so much to see, do and experience, university life can be an exciting and fulfilling experience. To ensure it's not a daunting one, Curtin offers a range of services and support programs to make your time at university enjoyable, inclusive and productive.

Career

Alumni

Join a thriving Curtin alumni and build valuable connections to help you succeed in today's competitive global market.

Web: alumni.curtin.edu.au

Student Career Centre

The centre's staff will equip you with new skills and knowledge to improve how you communicate to future employers. The centre also provides mentorship with qualified and experienced working professionals. You can get in touch with the Student Career Centre to arrange an appointment with a mentor.

Email: cscc-enquires@curtin.edu.sg

Community

Prayer facilities

The diversity of religious beliefs and convictions among students and staff at Curtin Singapore are supported. A prayer room is available for use.

Student Committee

A dedicated body of selected students who organise and hold activities for all students on and off campus. If you are interested in volunteering and be a part of the Student Committee, you can submit an application to Student Central.

Student activities

There is a wide range of activities provided, from trips to Gardens by the Bay and Universal Studios to adventurous expeditions such as kayaking and cycling at Pulau Ubin. If you are looking for something challenging, you can take part in the many competitions we organise, such as pool, basketball and charity runs. Taking part in these activities allows you to have a good time, get to know fellow students and discover Singapore. You can even suggest new activities by getting in touch with Student Central.

Learning

Orientation

A week-long introductory program can help you settle into life at university. The orientation is a compulsory session that will help you complete all administration and enrolment procedures before the start of trimester. You will also get important information about student and academic matters during orientation.

Student Central

A one-stop service for enquiries and assistance and the first port of call for all day-to-day administrative matters.

Email: studentcentral@curtin.edu.sg

Library

With a comprehensive book and e-text selection, you'll be able to make use of the latest technologies to facilitate your learning.

Email: library@curtin.edu.sg

Computer facilities

Access to computer laboratories is available during university hours.

Common study area

Study and discussion rooms create a conducive environment for self-study and group discussions. They are equipped with projectors for your presentation practice.

Wellbeing

Accommodation

We know how important safe, comfortable and convenient housing is for students, which is why we are here to help. Upon accepting your offer, you can request an accommodation booking form to explain your preference in advance. There are many accommodation options available, such as public Housing Development Board (HDB) flats, private apartments, and private or public hostels.

Email: accommodations@curtin.edu.sg

Counselling services

An independent and confidential place to discuss issues of concern that may not be easily communicated with family or friends. Curtin Singapore's counselling service is free, confidential, and available to all enrolled students, allowing you talk through any problems to prevent them from escalating. Appointments can be made through Student Central.

Grievance procedures

Curtin has official procedures in place to assist students in resolving concerns about academic and other matters, which are set out in the Curtin Singapore Student Handbook. Complaints can relate to academic disputes, the behaviour of staff and other students, or anything else you feel has breached Curtin's Code of Conduct.

Email: feedback@curtin.edu.sg

Disability services

Permanent or temporary disability assistance is available for students. The relevant completed form and supporting documents should be provided to Student Central.

Smoke-free campus

Curtin Singapore Campus is completely smoke free, providing a safe and healthy environment for students and staff.



English language programs

Navitas English is a part of Curtin Singapore and our programs provide you with English language proficiency for entry into Curtin University and Curtin College.

If you, as a prospective student, don't meet the University's minimum English entry requirement, you may enrol into Navitas English to improve your English language levels and give you the best chance to succeed at Curtin. The Navitas English programs include Certificate in General English (GE), Diploma of English for Academic Purposes (EAP) and IELTS Professional. As a Navitas English student, you'll have access to the Curtin Singapore campus facilities while studying in a friendly and supportive environment.

Certificate in General English

If your English skills are at an elementary to pre-intermediate level, this course is suitable for you. You will learn English skills to use in everyday situations, such as ordering meals in cafés and restaurants, asking for directions, shopping, and applying for work. You'll be taught in an interactive class, participating in group work with classmates and discussing a wide range of topics.

Course assessment

- Listening, reading, writing and speaking skills assessments.
- Language awareness of grammar, pronunciation and vocabulary.
- Class participation.

Entry requirements

A pre-course qualifying test is required to guarantee a place in this course. Recommendations on course length are based upon results in the pre-course test.

Key facts

- Course duration:
 - i. elementary: 5-15 weeks
 - ii. pre-intermediate: 5-15 weeks.
- Maximum class size: 18 students.
- Hours per week: 20.

Diploma of English for Academic Purposes

This course is suitable for you if your English skills are at an intermediate level and above. This course prepares you for formal study at Curtin College or Curtin University. You will be assessed through a combination of examinations, a research report, a research essay, a seminar presentation and/or a case study.

Academic study and assessment skills

Develop critical thinking, research techniques, exam skills and learn how to avoid plagiarism.

Academic writing skills

Learn how to plan and write Australian-style academic texts such as research reports and essays.

Academic reading skills

Learn how to read for gist, detail and opinion, and expand your vocabulary.

Academic speaking skills

Plan and deliver an academic seminar with appropriate grammar and vocabulary.

Academic listening skills

Learn how to take notes in lectures and summarise the meaning.

You must obtain at least a 50 per cent pass result in each assessment. Only one assessment may be resubmitted, and the maximum score for resubmitted tasks is 50 per cent.

Entry requirements

- Academic English 1 (AE1):
 - IELTS 4.5, writing 4.5 (academic), other bands 4.0
 - TOEFL iBT 53 (other skills 11) OR
 - Navitas English entry test.
- Academic English 2 (AE2):
 - IELTS 5.0, writing 5.0 (academic), other bands 4.5
 - TOEFL iBT 61 (other skills 13) OR

- Successful completion of Academic English 1 OR
- Navitas English entry test.
- Academic English 3 (AE3):
 - IELTS 5.5, writing 5.5 (academic), other bands 5.0
 - TOEFL iBT 71 (other skills 15) OR
 - Successful completion of Academic English Level 2 OR
 - Navitas English entry test.

Key facts

- Course duration: 10 weeks for each unit.
- Maximum class size: 18 students.
- Hours per week: 20.

IELTS Professional

This preparatory course for IELTS Academic is suitable for you if you need a part-time course to maximise your IELTS score for entry to tertiary institutions, and want a focused test preparation course that will improve speaking, listening, reading and writing. You will become familiar with the main characteristics of the IELTS test and what it involves, and revise the grammar, vocabulary and pronunciation you need for the test. You will also learn important test taking techniques, undertake exam practise and receive feedback on your strengths and weaknesses.

Entry requirements

- IELTS 5.5 or equivalent.

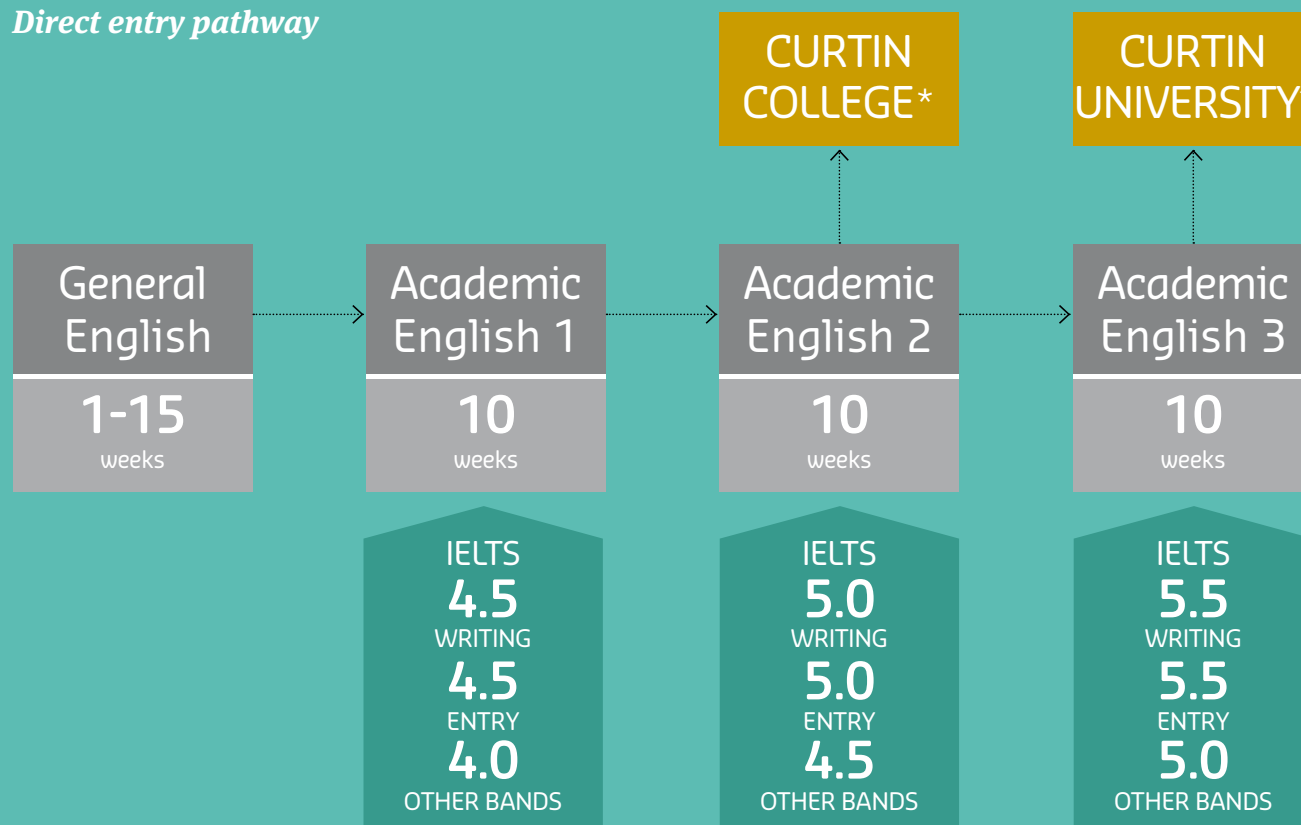
Key facts

- Course duration: six weeks part-time.
- Maximum class size: 18 students.
- Hours per week: six.

Note 1: The IELTS test can be taken at the nearest test centre. Results are released approximately two weeks after the test.

Note 2: Free Pearson Versant tests are available at Curtin Singapore for students without prior English qualification (results available within 48 hours).

Direct entry pathway



* On successful completion with a minimum 50 per cent passing mark for Certificate IV Tertiary Preparation Program and 60 per cent for Diploma of Arts and Creative Industries or Diploma of Commerce.

† On successful completion with a minimum 65 per cent passing mark.

Note 1: Students can progress to the next level on successful completion of 50 per cent passing mark.

Note 2: Students can also enter the Diploma of Arts and Creative Industries and the Diploma of Commerce on successful completion of Academic English 3 with a minimum 50 per cent passing mark.

Intakes, duration and fees

COURSES	INTAKES	DURATION	FEE (SG\$)
Certificate in General English	9 Feb, 16 Mar, 20 Apr, 25 May, 29 Jun, 3 Aug, 14 Sep, 19 Oct, 23 Nov	5-15 weeks	345 per week
Diploma of EAP	9 Feb, 20 Apr, 29 Jun, 3 Aug*, 14 Sep, 23 Nov	10-30 weeks	3,450 per unit
IELTS Professional	Feb, May, Aug, Oct	6 weeks	510

* For students studying 10 weeks only

Material fees

DURATION	FEE (SG\$)
1-4 weeks	100
5-12 weeks	172
13-24 weeks	242
25-36 weeks	273
37-52 or more	313

Note: Please contact Curtin Singapore for the refund policy that outlines the circumstances in which fees and payments may be refunded.

FLEXIBLE ENTRY OPTIONS



Alternative entry pathways

The Curtin College pathway to your Curtin University degree.

Curtin College

Curtin is dedicated to ensuring more students are given a chance to realise their potential. Curtin College's flexible approach to entry requirements makes it an open and accessible institution, serving the needs of a diverse range of students. Even if you don't meet the University's academic entry requirements today, Curtin College offers an alternative option to transition straight into the second year of a Curtin bachelor program.

Transition straight into a Curtin degree

If you graduate from one of Curtin College's pre-university study or diploma programs, you could be eligible for entry into the second year of the corresponding bachelor degree at Curtin Singapore. With intakes in March, July and November, the trimester system at Curtin Singapore means you may transition into the bachelor degree faster.

Supportive learning environment

The qualified, friendly and committed staff provide a high level of personal support to all students so their period of study at the college is not only academically successful, but also an enjoyable and memorable experience.

Students at the college are exposed to a variety of teaching methods designed to promote a stimulating learning experience. Lecturers provide students with a framework for each unit being studied, and ensure students acquire the relevant knowledge and skills for the chosen course. Students are expected to take notes summarising key points and ask any questions they may have regarding complicated issues raised during the lecture. Lecture groups average between 20 and 30 students, with some often much smaller. Students are given the opportunity to study all units in further detail through tutorials.

Certificate IV Tertiary Preparation Program

This pre-university course requires two trimesters of full-time study and is designed to prepare students for a university-level education. Students complete four units in each trimester. Completion of the Certificate IV Tertiary Preparation Program leads to the Diploma of Arts and Creative Industries or the Diploma of Commerce.

Duration: 8 months

Courses

- Accounting
- Communications II
- Communications III
- Economics
- Introduction to Computing
- Management
- Marketing
- Mathematics.

Diploma of Arts and Creative Industries

The Diploma of Arts and Creative Industries is designed to provide an entry pathway into year two of the Bachelor of Arts (Mass Communication) degree. This diploma covers topics in journalism, web communications and information management. Students completing the diploma will graduate with a broad range of skills in media and corporate communications.

Duration: 8 months

Courses

- Culture to Cultures 102
- Design Practice 172
- Engaging Media 104
- Journalism 111
- Making Meanings 103
- Marketing 1100
- Screen Practice 111
- Web communications 101.

Diploma of Commerce

The Diploma of Commerce is designed to provide an entry pathway into year two of the Bachelor of Commerce degree. This course places an emphasis on decision-making processes and other major aspects of management in the highly competitive business arena.

Duration: 8 months

Courses

- Accounting 1100
- Business Information Systems 1100
- Business Law 1100
- Economics 1100
- Management 1100
- Marketing 1100
- two optional units.

** Students progressing from Diploma of Commerce to Bachelor of Commerce (Management and Human Resource Management) are required to complete two additional units (four months).*

Note: Refer to page 23 for more details on entry requirements.

Curtin College

MAKE YOUR MARK



Choose Business in 2015

Producing tomorrow's game changers.

Get the competitive edge with an undergraduate or postgraduate degree from Curtin Business School (CBS) and launch or further your international career. Offering one of the most comprehensive range of industry-linked business courses, CBS provides its students with leading facilities, experienced lecturers and innovative research projects so you graduate career-ready. CBS has received a 4 palmer ranking in the latest prestigious Eduniversal Business School Rankings in 2014.

Relevant knowledge.

When university meets industry.

CBS is aware of the importance to effectively serve the needs of our students, as well as the workforce they will eventually join. The only way to cater to both markets is for these two worlds to meet. The CBS Advisory Boards—networks of industry experts from organisations such as Chevron, KPMG and the Chamber of Commerce and Industry (WA)—actively engage and collaborate with Curtin's academics to review our study programs regularly. CBS courses are also updated regularly to ensure they are in line with the educational standards set by various professional accrediting bodies.

At the same time your classroom and practical experiences will further shape your global understanding as you complete real-life learning scenarios, assessments and industry projects in various cross-cultural teams.

Global perspective.

Worldwide employment opportunities.

Curtin's undergraduate and postgraduate business courses aim to expand your horizons, explore diverse environments and make you adaptable to varying business situations. The thriving business alumni consists of more than 80,000 graduates from 144 different countries, maximising your networking opportunities. Curtin Singapore lecturers come from diverse teaching backgrounds, many of whom bring an international perspective to the classroom.

Curtin's graduates have gained employment in diverse professional roles and business areas across the globe. From negotiating industrial relations to analysing the stock market, devising marketing strategies to designing business information systems, your degree can lead to varied and rewarding career paths internationally.



CBS enjoys global acknowledgement for our expertise, ranking among the world's top 100 universities for the academic fields of accounting and finance in the 2014 QS World University Rankings by Subject.



Bachelor of Commerce

The Curtin University Bachelor of Commerce degree is an internationally recognised business qualification with specialisations that can open the door to a wide variety of careers. The program is designed to provide professional business and management expertise, as well as a range of life and professional skills.

Students must successfully complete 24 units for a total of 600 credits. As an introduction to the fundamentals of business and to help students choose their major, all students study a foundation of seven common first year units and one common third year unit.

A single major gives students the knowledge of their field to make an immediate contribution to their future career choices. Single major students study at least eight units that form their major and up to eight elective units.

Double major students gain a solid knowledge base in two separate but complementary areas of study. The double majors consist of 16 units—eight units from each major.

The Bachelor of Commerce degree takes two years to complete if studied full-time. The same amount of time is required to complete a single or double major.

***Note:** Students studying the Diploma of Commerce at Curtin College or other approved business qualifications from polytechnic and other tertiary colleges may receive credit for recognised learning (CRL) for the common core units.*

Accounting Single Major

The major is designed to provide students with a comprehensive understanding of, and competencies in, accounting and associated fields of auditing, taxation, business law and financial management. It meets the educational requirements of CPA Australia and Chartered Accountants Australia and New Zealand (CAANZ). It is recognised as being acceptable for associate membership of CPA Australia and the Institute of Public Accountants (IPA) and entry to the CAANZ graduate program.

An accounting qualification can go anywhere with you. It is valuable to organisations in many industries, and in many countries. Qualified accountants help individuals and businesses keep their finances on track. Accountants analyse, report and give advice on the financial dealings of organisations and individuals. They also advise on record-keeping and legal compliance requirements, prepare financial statements, conduct audits and analyse income and expenditure.

Career opportunities

This course can help you become a/an:

- accountant
- auditor
- business analyst
- tax advisor/consultant
- treasurer.

Accounting And Finance Double Major

This double major is designed for students who wish to become professional accountants and to specialise in corporate and institutional finance. You'll learn about accounting principles and investment evaluation. You'll decide how to fund activities and understand the roles played by financial markets and instruments. It is recognised as being acceptable for associate membership of CPA Australia, and the Public Accountants (IPA) and entry to Chartered Accountants Australia and New Zealand (CAANZ) graduate program.

Career opportunities

This course can help you become a/an:

- accountant
- auditor
- bank officer
- business analyst
- credit analyst
- financial dealer and broker
- finance manager
- financial planner
- investment banker
- tax advisor/consultant
- treasurer.

Banking and Finance Double Major

This double major combination focuses on financial markets and institutions and developments in the financial sector. It gives students a working knowledge of the banking and financial system with a broad perspective of the environment of business. You'll study the developments of the financial sector and learn about the field of economics. You'll also learn about investment evaluation, decide how to fund activities, and understand the roles played by financial markets and instruments. The major combination also covers the theory and techniques underlying financial management.

Career opportunities

This course can help you become a/an:

- bank officer
- financial dealer and broker
- finance manager
- financial planner
- insurance broker
- investment banker.

Finance and Marketing Double Major

This double major is designed for students who are seeking careers in either the marketing or financial services sector, or who wish to combine the two. In this double major you'll gain a broad understanding of the structure and operations of financial markets, together with the theory and techniques underlying financial management. You'll develop the skills and knowledge needed to organise and control marketing activities efficiently in a highly competitive environment.

Career opportunities

This course can help you become a/an:

- bank officer
- credit analyst
- events coordinator
- financial dealer and broker
- financial planner
- insurance broker
- investment banker
- marketing officer
- market researcher
- product manager.

Bachelor of Commerce (continued)

International Business Single Major

This major combines units with an international focus drawn from a wide range of business disciplines. You can learn to analyse international markets, navigate your way around international business environments and may gain the personal attributes you need to be successful in international business, including working effectively in cross-cultural teams. This major is designed to provide students with an international orientation that is essential to a career in the current globalised business world.

Career opportunities

This course can help you become a/an:

- customs broker
- foreign affairs and trade officer
- importer and exporter
- international trade specialist
- international business development manager.

Management and Human Resource Management Double Major

The nature of supervisory positions continues to expand with an emphasis on human resource issues. This double major provides an overall understanding of management principles, together with the specialised human resource skills needed by today's managers. You will study the critical areas of recruitment strategy and planning, learning and development, pay systems and rewards, performance management, workplace relations, remuneration and reward management. You can develop the knowledge and skills you need to initiate and develop strategies and programs to attract and engage a highly committed and proficient workforce, capable of succeeding in a global business environment.

Career opportunities

This course can help you become a/an:

- change management specialist
- human resources officer
- industrial relations officer
- trade union official
- training officer
- recruitment consultant.

Management and Marketing Double Major

This double major combination caters for students who want an overall understanding of managerial competencies and the functional area of marketing. You will develop an understanding of two fundamental areas of business which can be applied to a broad range of industries and roles.

The management component focuses on key challenges facing managers such as the relationship between people and the organisation, performance, change and innovation. You'll develop the skills of communication, program solving, planning, organising, managing change and working cooperatively. The marketing component prepares graduates to organise and control marketing activities efficiently in a highly competitive market. This combination is ideal for a strategic and creative thinker who enjoys developing and engaging with teams and organisations.

Career opportunities

This course can help you become a/an:

- events coordinator
- management consultant
- marketing communications officer
- marketing officer
- market research analyst
- online marketing specialist
- product manager
- retail manager
- service delivery manager.

Marketing Single Major

Marketing anticipates demands for products, services and ideas by analysing behaviour of competitors and customers, and designing products, promotion, pricing and distribution strategies. Marketing has one of the most important functions in a successful business. To gain an advantage, companies must differentiate themselves from their competitors. They work out how they may persuade their target audience to buy their product or services. This major prepares students to organise and control marketing activities efficiently in a highly competitive and volatile environment.

Career opportunities

This course can help you become a/an:

- events coordinator
- market research analyst
- market researcher
- marketing communications officer
- marketing officer
- online marketing specialist
- product manager.

Marketing and Advertising Double Major

This double major emphasises marketing planning and strategy formulation, including strategies for advertising and integrated marketing communications. In marketing, you will learn to analyse the behaviour of competitors and customers to discover how marketing can predict customer demand for products, services or ideas.

Advertising is where art, science and technology collide. It uses storytelling to build brand engagement from social media to television and print. The industry is fast-paced, exciting and highly innovative. A typical advertising agency is made up of five primary disciplines: account management, planning, media, production and creative. The disciplines work

together to deliver effective communications across television, radio, magazines, newspapers, outdoor and online activity. This advertising major is accredited by the International Advertising Association (IAA).

Career opportunities

This course can help you become a/an:

- advertising account executive
- advertising and promotions executive
- advertising manager
- digital account manager
- media planner
- media sales executive.

Logistics and Supply Chain Management Single Major

This major will equip you to oversee critical aspects of the supply chain and prepare you for employment in a variety of administrative or managerial roles in organisations operating in transport, purchasing, supply chain management, contract distribution, manufacturing, retailing, oil, gas and resources. Logistics and supply chain professionals are working behind the scenes to ensure a smooth and constant workflow. They manage the supply of goods and services from the point of origin (supplier) to its final destination (customer) in the fastest, safest and cheapest way possible.

Career opportunities

This course can help you become a/an:

- importer and exporter
- inventory and supply officer
- logistics clerk
- operations manager
- procurement officer
- supply chain analyst
- transport administrator.

Master Of International Business (MIB)

Ranked top 4 in Australia by Eduniversal Ranking in 2014, the Curtin University MIB focuses on strategy, management, decision making and business in the Asia-Pacific region, providing graduates with the skills and knowledge needed for a managerial career in global business.

MIB builds a solid basis for managing international companies and their operations and gives an in-depth knowledge into managing a company beyond its national borders. MIB study also helps graduates to better manage people in multicultural environments, even if their company does not have international operations.

In this course, you will study international marketing, management and human resource management. You will explore world business and international law, covering international agreements and contracts, multinational enterprise, international business practices and supranationalism. You will examine strategies and operations, transnational business trends and compare management systems in different countries. This course will also cover strategic management, focusing on alliances, partnerships and networks in a global environment.

Entry requirements: a bachelor degree in a related discipline OR a bachelor degree in any discipline and relevant substantial work experience OR a Graduate Certificate in a related field

Minimum English language entry requirement: IELTS 6.5 (no band less than 6.0) or equivalent.

Career opportunities

Graduates generally find employment in the intermediary managerial level of companies with an interest in or focus on international activities.

Master of Supply Chain Management

Accredited by Chartered Institute of Purchasing and Supply, this course is designed for professional logistics specialists who are interested in significantly advancing their career in the area of logistics and supply chain management. The course will meet the needs of those professionals with technical and supervisory skills in logistics and supply chain management.

You will be introduced to the principles of logistics management, considering logistics as the management of the flow of goods and services in profit and non-profit organisations. You will explore some typical logistics activities including transportation, material and inventory management, distribution, customer service, information systems and order processing.

You will also study transportation as part of the logistics process, exploring transport economic theory. Topics in materials and inventory management and the enhancement of logistics management with information technology are also examined.

Entry requirements: a bachelor degree in a relevant discipline OR an undergraduate degree in any discipline AND a minimum of five years relevant workplace learning OR a relevant Graduate Certificate.

Minimum English language entry requirement: IELTS 6.5 (no band less than 6.0) or equivalent.

Career opportunities

Graduates generally find employment in management roles within private and public organisations, utilising logistics and supply chain management.

MAKE A DIFFERENCE



Choose Health Sciences in 2015

For a new generation of health professionals.

The Faculty of Health Sciences is internationally recognised for its leadership in health research, policy and practice. Students and staff are involved in various projects, including the development of practical solutions to global health challenges, working with partners and communities to advance health and wellbeing around the world, and training towards leadership roles in the healthcare sector.

Bachelor of Science (Nursing) Conversion Program for Registered Nurses (Top Up) (Part-time)

This course is designed to build on the professional knowledge and experience of registered nurses through a study of research, evidence-informed practice and the biological and behavioural sciences underlying nursing. Emphasis is placed upon the maintenance and development of professional nursing competencies and enhancing capabilities as members of an interprofessional team in a changing healthcare system.

The course will establish a basis for future postgraduate study, specialisation and research. Utilisation of a problem-solving approach is promoted, with particular focus on the identification and assessment of health problems and the nursing needs of individuals and their families.

The Bachelor of Science (Nursing) Conversion Program For Registered Nurses (Top Up) is accredited by the Singapore Nursing Board.

Intake: March, July and November.

Entry requirements: a three-year diploma in nursing recognised by Curtin University, or a Parkway College, Nanyang Polytechnic or, Ngee Ann Polytechnic Nursing Diploma. Graduates registered with the Singapore Nursing Board must have at least 12 months relevant post-registration clinical experience.

Minimum English language entry requirement: IELTS score of 7.0, with minimum band of 6.5 in writing, speaking, reading, listening OR grade C in GCE 'O' Level English.

Master of Science (Clinical) (Part-time)

This course enhances professional career development, preparing health professionals for clinical leadership in a healthcare setting. Clinical theory and research, as well as professional role development, are an integral part of the course. It is focused on the development of clinical leaders who are competent in multiple roles and prepares them for managerial and leadership roles within healthcare teams, units and organisations. Fundamental to this course is the development of leadership, critical thinking and clinical decision making capacity, which prepares health professionals for a leadership role at an executive level.

Intake: March and July.

Entry requirements: students, doctors, nurses or allied health practitioners are required to be currently registered with their appropriate registering authority in Singapore. Students must hold a bachelor degree in their discipline and a minimum of one-year post-registration clinical experience. Selection is based on academic performance and clinical experience.

Minimum English language entry requirement: IELTS score of 7.0, with minimum band of 6.5 in writing, speaking, reading, listening.



“Curtin’s teaching methodology has equipped me with the skills and knowledge to advance me to the next level in the medical field. The evidence-based practice Curtin provides has helped me better perform my role and care for my patients. Thank you Curtin for giving me the opportunity to make a difference.”

KARINE SIM

Senior Staff Nurse, Singapore General Hospital



CHANGE THE WORLD

Choose Humanities in 2015

For creative and innovative minds.

Do you believe that a single idea can change the world? If you're a creative or innovative person, you'll feel at home studying one of Curtin's undergraduate or postgraduate humanities courses. You'll gain the skills and knowledge to evaluate ideas, think analytically and use your imagination to develop solutions to global problems.

Bachelor of Arts (Mass Communication) Stream: Journalism And Marketing

This course will enable you to think, study and work across more than one area in the rapidly expanding world of media and corporate communication. It will provide you with the key technological skills and knowledge for work in the corporate media and communication fields across a number of disciplines. Your learning in your chosen streams will be underpinned by core studies in the history, theory, ethics and critique of media, communication and information.

Entry requirements: successful completion of Diploma of Arts and Creative Industries. Graduates of polytechnics holding a relevant diploma may be granted maximum exemptions into the second year of the Bachelor of Arts (Mass Communication). Students with other tertiary qualifications from recognised institutions may also be eligible for exemptions and are encouraged to contact Curtin Singapore for assessment.

Career opportunities

This course can help you become a:

- communications officer
- copywriter
- journalist
- marketing officer
- media liaison officer
- media placement coordinator
- media presenter.

Graduate Certificate In Project Management Graduate Diploma In Project Management Master of Science (Project Management)

Project management is a distinct professional discipline, with its own body of knowledge, skills, tools and techniques. In this course you will examine project management and its processes, including history, definitions, attributes, body of knowledge, objectives and success.

You'll explore the characteristics and activities of the project life cycle, along with the functions of planning, organisation and control. You'll consider cost and value management processes within a project environment, including methods and techniques of estimating, budgeting and controlling. Time management is also a focus of this course, covering time programming and scheduling, line of balance, time estimating, constraints, resources, control monitoring, analysis and reporting.

Students can choose to study the first four units of the 12 unit program and exit with a Graduate Certificate, or first eight units and exit with a Graduate Diploma.

The Master of Science (Project Management) program is accredited by the prestigious Project Management Institute's Global Accreditation Centre (GAC).

Entry requirements: any bachelor degree from a recognised university OR no bachelor degree but five years of management level work experience (graduate certificate only).

Minimum English language entry requirement: IELTS 6.5 (no band less than 6.0) or equivalent.



Entry requirements

Admission

For admission to Curtin, applicants must satisfy minimum academic entry as well as English competency requirements. Entry is competitive and levels higher than the minimum may be required for admission to some courses. A list of the common academic entry requirements can be found in the table on page 23.

English entry requirement

As all courses are taught in English, applicants will need to meet Curtin's English language requirements. Any one of the tests in the table on the following page will be accepted as satisfying Curtin's language requirement, however, some courses may require a higher score for English.

Students who do not satisfy the English language requirements can choose to undertake an English language course at Navitas English Centre.

Credit for recognised learning

Curtin recognises students' relevant prior studies or work experience, allowing some students to finish their degrees in a shorter period of time. Credit for Recognised Learning (CRL, also known as advanced standing) allows students to take advantage of and be rewarded for their previous studies.

If you have previously worked or studied in a relevant field, you are encouraged to contact Curtin Singapore to discuss eligibility for recognition of prior learning. Your application for admission should include details of the course syllabus and certified copies of academic transcripts. Polytechnic diploma holders could get up to a 50 per cent credit exemption depending on the course units covered from your previous studies.

Academic entry requirements

COUNTRY	CERTIFICATE IV TERTIARY PREPARATION PROGRAM	DIPLOMA	BACHELOR
Singapore	GCE O Level with minimum four passes.	GCE A Level minimum two points from two 'Advanced' level or one 'Advanced' level and two 'AS' level subjects.	GCE A Level minimum five points from two 'Advanced' level.
Australia	Year 11 with minimum average of 60%.	From ATAR 50 or equivalent Foundation Year grades.	From ATAR 70.
Brunei, Mauritius	GCE O Level with minimum four passes.	GCE A Level minimum two points from two 'Advanced' level or one 'Advanced' level and two 'AS' level subjects.	GCE A Level minimum five points from two 'Advanced' level.
China, Macau	Senior Middle two (Gao Er) with minimum average 60% or completion of Senior Middle three (Gao San).	Senior Middle three (Gao San) 70% average.	Completion of the Chinese National University Entrance Examination (Gao Kao) with a score that would qualify for entry to key (Tier One) universities in China in the year the Gao Kao was completed and in the province it was undertaken. The relevant stream of the Gao Kao subjects or one year of a bachelor degree at a recognised university are also required.
Hong Kong	Senior Secondary 2 average 50-65% (depending on school's branding) from four key academic subjects.	HKDSE with minimum 7 points from three subjects.	HKDSE minimum 15 points from the best five subjects with minimum grade 3 in English Language.
India	The Central Board of Secondary Education (CBSE), ISSC, Indian School Certificate (ISC) or HSC (10+1).	The Central Board of Secondary Education (CBSE), Indian School Certificate (ISC) or Higher School Certificate (HSC) (10+2) 50% average.	All India Senior School Certificates with an average of 65% in four subjects or a Higher Secondary Certificate or Indian School Certificate with an average of 65% in five subjects.
Indonesia	Sekolah Menengah Umum II (SMUII) with 7.0 average or completion of Sekolah Menengah Umum III (SMUIII).	SMU III with 7.0 average.	SMU III with 8.0 average in four academic subjects from a private (key) senior secondary school or completion of one or two years of a bachelor degree at a recognised institution.
International Baccalaureate (IB)	Year 1 of International Baccalaureate.	Minimum of 21 points over six IB units (average 3.5 on 1-7 scale).	Full International Baccalaureate with a minimum total of 24 points from six subjects at one sitting. Three of the subjects must be at the higher level and one of the six subjects should be English.
Japan	Kotogakko Year 2 with minimum average 60% or satisfactory completion of Kotogakko Year 3.	Kotogakko Certificate with B grade average (GPA>3).	Successful completion of the first year of a Gakushi (bachelor degree) from a recognised institution.
Korea	Senior high school Year 2 with minimum C average.	Senior high school diploma with grade C (Mi) average.	Completion of one year of a four-year bachelor degree at a recognised university.
Malaysia	Sijil Pelajaran Malaysia (SPM), Form 5 OR Unified Examination Certificate (UEC) with minimum four passes.	Minimum four points from two Sijil Tinggi Pelajaran Malaysia (STPM) relevant subjects OR UEC two grade B and two grade C passes.	Two STPM passes with minimum one grade B and one grade C+ and three SPM credit passes OR UEC 20 points aggregated from the best five academic subjects.

COUNTRY	CERTIFICATE IV TERTIARY PREPARATION PROGRAM	DIPLOMA	BACHELOR
Myanmar	Matriculation Examination Pass Certificate.	Assessed individually.	Successful completion of a four-year bachelor degree or two years of a five-year honours degree at a recognised institution.
Taiwan	Senior Middle two (Gao Er) with minimum average 60% or completion of Senior Middle three (Gao San).	Senior Middle three (Gao San) 70% average.	Successful completion of the National Taiwan University Entrance Examination OR successful completion of the first year of a four-year bachelor degree at a recognised institution.
Thailand	Matayom 5 with minimum average 60% OR completion of Matayom 6.	Matayom 6 (or Certificate of Secondary Education) with GPA 2.5 or better.	Successful completion of one year of a bachelor degree at a recognised institution.
Vietnam	Year 11 with minimum average 60%.	Year 12 (Tot nghiệp Trung hoc Pho thong) with grade 6.0 average.	Completion of the Bang Tu tai or Bang Tot nghiệp Pho thong Trung hoc (Vietnamese Upper Secondary School Graduation Diploma) with an average of at least 80% in the three academic subjects in the Thi Tot Nghiep Pho thong Trung hoc (Secondary School Leaving Examination) if they have a certificate demonstrating they have reached a certain level in a foreign language.
GAC - ACT Education	-	-	Successful completion with minimum GPA 2.6.

Note: Students from countries not listed should contact Curtin Singapore for further details.

English entry requirements

ENGLISH LANGUAGE TEST	CERTIFICATE IV TERTIARY PREPARATION PROGRAM	DIPLOMA OF ARTS AND CREATIVE INDUSTRIES	DIPLOMA OF COMMERCE	BACHELOR
IELTS (International English Language Testing System)				
Writing and Speaking	5.0	6.0	5.5	6.0
Reading and Listening	5.0	6.0	5.5	6.0
Overall Band Score	5.5	6.0	6.0	6.5
GCE O Level	Grade C or better			NA
TOEFL (iBT)	46 (overall)	60 (overall)	60 (overall)	79 (overall)
Reading / Listening / Speaking / Writing				13 /13 /18 /21
Pearson Test of English Academic	42	50	50	58
GCE O Level English/ SPM 1119 English	Grade C	Grade C	Grade C	Grade C
GCE A Level English/ General Paper	Grade E	Grade E	Grade E	Grade E
Hong Kong Diploma of Secondary Education (HKDSE) English as a core subject	Grade 3	Grade 3	Grade 3	Grade 3
Australian Year 12 English or English Literature	50%	50%	50%	50%

Note: Results from IELTS, TOEFL and Pearson are valid for two years. Some courses require higher IELTS and TOEFL scores.

Fee information

The tuition fees (shown in Singapore dollars) are based on a normal full-time workload of 100 credits or four units per trimester unless otherwise stated. If you study on a part-time workload of 75 credits or three subjects units per trimester per semester, you will have a lower annual tuition fee. The tuition fee is calculated and charged on a trimester basis.

Indicative tuition fees (SG\$)

COURSE	TRIMESTER (DURATION) FULL-TIME	TRIMESTER (DURATION) PART-TIME	TRIMESTER 1	TRIMESTER 2	TRIMESTER 3	TRIMESTER 4	TRIMESTER 5	TRIMESTER 6	TOTAL INDICATIVE COURSE FEE
Certificate IV Tertiary Preparation Program	2 (8 months)		6,700	6,700					13,400
Diploma of Arts and Creative Industries	2 (8 months)		8,640	8,640					17,280
Bachelor of Arts (Mass Communication)	4 (1 year 4 months)				8,640	8,640	8,640	8,640	34,560
Diploma of Commerce	2 (8 months)		8,640	8,640					17,280
Bachelor of Commerce (Single or double major)	6 (2 years)	8 (2 years 8 months)	8,640	8,640	8,640	8,640	8,640	8,640	51,840
Master of International Business	3 (1 year)		10,752	10,752	10,752				32,256
Master of Supply Chain Management	3 (1 year)		10,752	10,752	10,752				32,256
Graduate Certificate in Project Management	1 (4 months)	2 (8 months)	10,752						10,752
Graduate Diploma in Project Management	2 (8 months)	4 (1 year 4 months)	10,752	10,752					21,504
Master of Science (Project Management)	3 (1 year)	6 (2 years)	10,752	10,752	10,752				32,256
Bachelor of Science (Nursing)		4 (16 months)	4,836	4,836	4,836	4,836			19,344
Master of Science (Clinical)		6 (28 months)	5,300	5,300	5,300	5,300	5,300	5,300	31,800

Non-tuition fees (SG\$)

FEE	INTERNATIONAL STUDENTS	LOCAL STUDENTS	PAYABLE
Administration fee	500	150	Once only
Medical insurance*	46.01	46.01	Annual
Fee Protection Scheme insurance**	Course dependent	Course dependent	Once only

* Medical insurance will cover students admitted to a hospital or who require surgical procedures. The policy will reimburse hospital charges and covers only treatments in Singapore restructured hospital and B2 ward class only. Local students can opt out of the medical insurance if students can provide proof of adequate medical insurance coverage.

** The Fee Protection Scheme (FPS) aims to protect students' paid fees in accordance with a master insurance policy, standard student contract and the Curtin Singapore refund policy.

Note 1: All fees are inclusive of seven per cent GST.

Note 2: The tuition fees (shown in Singaporean dollars) are based on a normal full-time workload of 100 credits per trimester unless otherwise stated. Trimester fees may vary depending on number of units taken. Course changes will attract fee rates applicable at that time. A student should expect that the indicative trimester course fee, as shown on the letter of offer, might vary from the actual tuition fee according to the units (subjects) undertaken. The indicative fee is a guide as to what the actual tuition fee will be, because the actual tuition fee is not calculated until enrolment is completed. To calculate the actual course fee, you can refer to the unit (subject) fee that is listed at curtin.edu.sg (refer to the 'Fees' section of the menu). All fees listed are indicative and subject to annual increases.

Refund policy

For new students–Certificate IV, Diploma, Undergraduate and Postgraduate.

Total refund

Where an offer of a place is withdrawn, a visa denied or Curtin Singapore is unable to provide a course, all tuition fees are fully refundable.

Partial refund

After accepting an offer of a place, new students who become unable to take up the offer can receive a refund of 95 per cent of tuition fees paid if they give at least 70 days notice prior to the course commencement date.

New students who give less than 70 days notice before the course commencement date will receive a refund of 90 per cent of tuition fees paid.

New students who withdraw from their enrolled course no more than 28 days after the course commencement date will receive a refund of 50 per cent of tuition fees paid for that trimester.

New students with an initial enrolment greater than 75 credits in the trimester, who subsequently reduce their study load to 75 credits for any reason prior to the census date*, will receive a credit of the tuition fees paid in respect of the unit/s from which they have withdrawn. The credit shall be used towards future studies in Curtin Singapore.

No refund

In the event of misconduct or if fraudulent or forged material is presented, no refund will be granted.

For continuing students–Certificate IV, Diploma, Undergraduate and Postgraduate.

Total refund

Continuing students who, after completion of the enrolment process, subsequently withdraw from their course prior to the commencement of the trimester, will not incur a fee liability.

Partial refund

Continuing students who completely withdraw from their course prior to the census date* will receive a refund of 50 per cent of tuition fees paid for the trimester.

Continuing students with an initial enrolment greater than 75 credits in the study period, who subsequently reduce their study load to 75 credits for any reason prior to the census date*, will receive a credit of the tuition fees paid in respect of the unit/s from which they have withdrawn. This credit shall be used towards future studies at Curtin Singapore.

No refund

Continuing students who withdraw from a course or units after the census date* are not eligible for a refund. Please note that it is the student's responsibility to ensure that when a refund is requested, the appropriate withdrawal from a course/unit form has been lodged with Curtin Singapore.

Appeal against refund

In the event that a student is dissatisfied with the outcome of the refund, a written appeal can be made to the finance office at Curtin Singapore.

* Census date is approximately four weeks after the start of class. Visit curtin.edu.sg for exact dates.

For new students–English

Total refund

Where an offer of a place is withdrawn, a visa denied or Curtin Singapore is unable to provide a course, all tuition fees are fully refundable.

After accepting an offer of a place, new students who become unable to take up the offer can receive a refund of 100 per cent of tuition fees paid if they give at least 28 days notice prior to the course commencement date.

Partial refund

New students who withdraw from their course with less than 28 days notice before the course commencement date will receive a refund of 90 per cent of tuition fees paid.

No refund

In the event of misconduct or if fraudulent or forged material is presented, no refund will be granted.





*BE ASSURED
OF A QUALITY
EDUCATION*

EduTrust

Curtin Singapore has achieved EduTrust Certification and has put in place mandatory requirements such as fee protection scheme and the use of a standard PEI-student contract as required by the Council for Private Education (CPE).

Council for private education

The Council for Private Education (CPE) is under the Ministry of Education and governs private education in Singapore. It was established under the Private Education Act 2009.

EduTrust

EduTrust is the quality assurance framework that is designed to differentiate the high quality education providers within Singapore's private education industry and is overseen by the CPE. Curtin Singapore fully supports the legislation and works strictly within the EduTrust framework.

The EduTrust framework is made up of six major components:

- management commitment and responsibilities
- corporate governance and administration
- external recruitment agents
- student protection and support services
- academic processes and assessment of students
- quality assurance, monitoring and results.

Private education institutions that seek EduTrust accreditation must satisfy several critical requirements before receiving final accreditation, including:

- credit rating
- Fee Protection Scheme (FPS)
- implementation of Fee Protection Scheme
- provision of medical insurance
- fulfilling all EduTrust terms and conditions.

Curtin Singapore recognises the importance of the EduTrust framework and all legislation enacted by the CPE. The framework serves to greatly enhance Singapore's reputation as an excellent provider of private education while protecting the interests of both local and international students in Singapore.

Fee protection scheme

One important aspect of the EduTrust framework is the Fee Protection Scheme (FPS), which aims to protect students against the loss of tuition fees due to malpractice by the course providers. It is compulsory for both international and local students and serves to protect students' fees in the event that a private education institution (PEI) is unable to continue operations due to insolvency and/ or regulatory closure. Furthermore, the FPS protects students if the PEI fails to pay penalties or to return fees to students arising from judgements made against it in the Singapore Law Courts.

Curtin Singapore has put in place the Fee Protection Scheme for international and local students. The Fee Protection Scheme offers insured students protection against the following events:

- Loss of tuition fees paid in advance by the insured student to Curtin Singapore and not refunded if the student cannot start or complete his/her course as a result of Curtin Singapore becoming insolvent or being required by the Singapore authorities to stop operations.
- Curtin Singapore's failure to pay any sum awarded by Singapore Courts to the insured student, where such award relates to a dispute between Curtin Singapore and the insured student on tuition fees paid by the insured student to Curtin Singapore.
- SG\$10,000 benefit payable covering the insured student's accidental death or total permanent disability by accident.

Approved student contract

The CPE-approved student contract is a legally binding contract between Curtin Singapore and Curtin Singapore students that embodies the following mandatory requirements:

- clear definition of course details—course title, qualification awarded, course duration
- full disclosure of all costs for tuition/non-tuition fees
- clear definition of refund policy
- clear definition of dispute resolution mechanisms.

Curtin Singapore students, both local and international, will be issued with a comprehensive CPE-approved student contract upon submitting their Acceptance of Offer form.

CPE Student Services Centre

The CPE Student Services Centre is a student-focused initiative by the CPE to offer comprehensive support to students choosing to study at private education institutions in Singapore. The support ranges from assisting future students who intend to study in Singapore, to offering current students support if they encounter problems during their course of study.

The CPE Student Services Centre is located at 1 Orchard Road (YMCA Building), #01-01 Singapore 238836

Tel: (65) 6592 2108

Email: cpe_contact@cpe.gov.sg

For more information about the Council for Private Education, EduTrust, and the Enhanced Registration Framework, please visit cpe.gov.sg



EMPOWERING BRIGHT MINDS





Bursaries and scholarships

To assist students in their studies, Curtin Singapore offers a range of bursaries and scholarships that provide financial support to students.

Curtin Singapore or Navitas Family Bursary

Curtin Singapore and Navitas offer financial support in the form of family bursaries. A bursary applies where two or more students from the same family study with Curtin or a Navitas member institution. The first family member can be studying with Curtin Perth, Sarawak, Singapore, Sydney, or a Navitas member institution at the same time as other family members, or may have previously studied with any Curtin campus or Navitas member institution. The family bursary is only granted to the second and subsequent family members who study with Curtin Singapore. For the purpose of this bursary, a family member is defined as a husband, wife, brother, sister, mother, father, son, daughter or stepchild.

The Curtin Singapore or Navitas Family Bursary is equivalent to 10 per cent of the tuition fee for the first attempt at units or courses in the program of study (for example, a certificate IV, diploma, undergraduate or postgraduate program, excluding the mixed English option). This amount is credited to the eligible student's tuition fee account each trimester, with the amount being relevant to the number of units undertaken in that trimester. The bursary does not apply to additional units or repeat units that may also be undertaken.

Merit Scholarship

Scholarships are part of Curtin Singapore's commitment to rewarding academic excellence and enabling students from all backgrounds to realise their potential, to graduate with strong practical skills and achieve their goals. Qualified recipients will be notified by the Admissions office along with the course offer letter.

Contact Curtin Singapore for more details about bursary and scholarships requirements, and policy.

Note: the Navitas Family Bursary is not applicable to English language program or any component of any English language program offered by Navitas member institutions. Diploma programs may also be known or registered as an undergraduate pathway, or university pathway program. Certificate programs may also be known or registered as Foundation Studies. The Navitas bursary applies to students studying at Curtin College, Curtin Sydney, Curtin Singapore, CRIC, EIBT, EIC, Eynesbury, FIC, HIC, ICM, ICP, ICRGU, ICWS, La Trobe Melbourne, La Trobe University Sydney Campus, LBIC, Macquarie City Campus, MIBT, MIBT Indonesia, PUIC, PIBT, QIBT, SAIBT, SIBT, Navitas at FAU, Navitas at UMass Boston, Navitas at UMass Dartmouth, Navitas at UMass Lowell, Navitas at UNH and Navitas at WKU only.



Application process

The following information is relevant to you if you are applying directly to the University. If you are using the services of a Curtin registered agent, you should lodge your application via the agent and contact them for any queries throughout the admission process.

1. APPLY

OPTION 1: APPLY ONLINE

Visit apply.curtin.edu.sg

OPTION 2: SUBMIT ON CAMPUS, POST, OR SCAN AND EMAIL AN APPLICATION FORM

Documents to be submitted with the application:

- Certified copies of all your previous qualifications (e.g. academic transcripts, grading system descriptions and award certificates).
- English language entry requirements such as academic IELTS and TOEFL.
- Identification documents (e.g. NRIC, working pass, or passport).
- Evidence of change of name (if applicable).

Certified Documents

Signatures on certified copies of transcript(s) and award certificate(s) must be dated and accompanied by an ink imprint stamp/chop from the following accepted authorities:

- i. an authorised Curtin representative
- ii. Curtin International staff member
- iii. a person of authority at the issuing institution (e.g. registrar)
- iv. Justice of the Peace
- v. Commissioner for Oaths/Declarations
- vi. any notary public.

English Translation

Certified copies of your transcript(s) and award certificate(s) in the original language (if issued in a language other than English) must be provided with English language translated copies from the following accepted authorities:

- i. an official and accredited translator
- ii. a person of authority at the issuing institution.

2. AWAIT YOUR OFFER

- Assessment of your application takes one to two weeks.
- If we require more documents to assess your application, they will be requested from you.
- Assessment of your application will be delayed until we receive these documents.

CREDITS FOR RECOGNISED LEARNING (CRL)

- We will not be able to assess CRL for previous studies without an application and certified copies of all your academic transcripts/statement of marks and award certificates to date.
- CRL is granted at the discretion of the school/faculty.

3. RECEIVE YOUR OFFER

Your offer package consists of:

- Letter of Offer
- Acceptance of Offer form
- Student's Pass application forms (application for international students).

4. ACCEPT YOUR OFFER

STEPS TO ACCEPT YOUR OFFER

Student's Pass application forms (application for international students).

- **Step 1**
Read your Letter of Offer carefully, ensuring your name, course title and semester are correct.
- **Step 2**
Meet all conditions on your Letter of Offer.

- **Step 3**

Local students: Submit your Acceptance of Offer form to admissions@curtin.edu.sg to make an appointment with an Admissions Officer for signing of Standard Private Education Institutions (PEI) Student Contract and payment.

International students: Submit your Acceptance of Offer form and Student's Pass application forms to admissions@curtin.edu.sg. You will receive the Standard PEI Student Contract through email and an Admissions Officer will arrange a telephone call with you while you are still in your home country to ensure that you have fully understood all contract clauses before signing the contract. Upon signing the Standard PEI-Student Contract, please submit a copy of the signed contract to Curtin Singapore before you proceed to pay any course fees. Proof of payment with the student's name must be email to finance@curtin.edu.sg for any course fees paid to Curtin Singapore from overseas countries.

5. APPLY FOR YOUR VISA

INTERNATIONAL STUDENTS

- Your Student's Pass will be applied by the Admissions Office.
- The Student's Pass application takes approximately two to four weeks.
- Upon approval, your In-Principle Approval (IPA) letter will be sent to you through email.
- The duration of your Student's Pass will vary depending on your course.



- ### Agent's details

PROSPECTIVE STUDENT COUNSELLING FORM (THIS SECTION IS COMPULSORY AND IS TO BE USED AS A GUIDE WHEN YOU APPLY TO CURTIN SINGAPORE. PLEASE ENSURE YOU HAVE UNDERSTOOD ALL IMPORTANT AND RELEVANT TOPICS AND ENSURE ALL MATTERS ARE COMPLETELY TRANSPARENT.)

	Location, facilities and infrastructure in place at Curtin Singapore		Total fees payable, both tuition fees and non-tuition fees		Type of certification awarded on completion of the courses
	Courses on offer that match aspirations and interests of candidate		EduTrust and Council for Private Education (CPE)		Refund policy
	Course duration and content		Medical insurance		Transfer and withdrawal policy
	Instalment payment amounts and frequency		Fee protection scheme insurance		Student support services available

ADDITIONAL INFORMATION FOR INTERNATIONAL STUDENTS

	ICA policies and procedures		Singapore laws, including employment issues		Living costs
	Student pass application procedures		Accommodation availability and booking		

APPLICANT'S DECLARATION AND SIGNATURE

By signing this section, I am aware that I confirm I have been properly and fully informed about all the above areas in relation to potentially enrolling and studying at Curtin Singapore.

Signature _____ Date _____

PERSONAL DETAILS

On all official documentation your name will appear as given name/s, family name—if this is not how your name appears in your passport or birth certificate, please print your name as it appears on these documents.

Curtin student ID (if previously issued another offer or previously a Curtin student)				If your name has changed since you were last enrolled, please print previous name.			
Email				Telephone +			
Date of birth		Day	Month	Year	Gender	Male	Female
NRIC/passport number		Country of citizenship					

PERMANENT ADDRESS (RESIDENTIAL ADDRESS IN HOME COUNTRY) **NOTE:** A post office box number is not acceptable.

Number and street			
Suburb/town/city		State	
Post/zip code		Country	

MAILING ADDRESS (IF DIFFERENT FROM PERMANENT ADDRESS)

Number and street			
Suburb/town/city		State	
Post/zip code		Country	

COURSE INFORMATION

Preference	Course title (e.g. Diploma of Commerce, Bachelor of Commerce, Master of International Business)	Major area of study and/or stream (e.g. accounting)
1st preference		
2nd preference		

When do you wish to commence studies?		Year		Study period		March		July		November	
Study mode		<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time									

ENGLISH LANGUAGE PROFICIENCY

As all courses are taught in English, applicants will need to meet Curtin Singapore's English language requirements. If your education qualifications were not completed wholly or predominantly in English, please indicate what test/s you have taken (or intend taking) and attach certified* documentary evidence of results.

<input type="text"/>	GCE 'O' Level	<input type="text"/>	IELTS	<input type="text"/>	TOEFL	<input type="text"/>
<input type="text"/>	PTE	<input type="text"/>	EALD/ELACS	<input type="text"/>	Other (please specify)	<input type="text"/>

Would you like to apply for a Nautas English language course? Y N

Please note: Having made this selection, you will receive a package from Curtin Singapore and Nautas English.

EDUCATIONAL QUALIFICATIONS

Please provide details of all formal studies you have completed and those you are currently undertaking.

You are required to supply an original or certified* copy of your academic award/s and transcript/s for all tertiary studies except those undertaken at Curtin University. Academic records must contain an explanation of grading system descriptions.

Name of qualifications (e.g. GCE 'O'/'A' level, HSC, Degree)	Institution/school/university (e.g. Singapore Polytechnic)	Year enrolled (e.g. 2010)	Year completed (e.g. 2012 or not completing)	Date results expected (if applicable)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Would you like the above qualifications to be assessed for Recognition of Prior Learning (RPL)? Y N

EMPLOYMENT DETAILS (TO BE COMPLETED IF APPLYING FOR A POSTGRADUATE COURSE WHERE WORK EXPERIENCE IS AN ENTRY REQUIREMENT).

Note: Submission of supplementary information to your postgraduate application varies across courses.

Employer/company name	<input type="text"/>		
Address	<input type="text"/>		
Contact name	<input type="text"/>	Post/zip code	<input type="text"/>
	<input type="text"/>	Telephone +	<input type="text"/>
Position title and brief description of your duties	<input type="text"/>		
<input type="text"/>			
<input type="text"/>			

EMERGENCY CONTACT DETAILS

Name	<input type="text"/>	Telephone +	<input type="text"/>
Relationship	<input type="text"/>		

MEDICAL/DISABILITY NEEDS

The information below is used to assist the University in monitoring, supporting and improving services to students with medical/disability requirements. Disclosing this information will not affect your admission to the University.

Do you have a disability, impairment or long-term medical condition which may affect your studies? Y N

Please indicate the type/s of disability

<input type="text"/>	Hearing	<input type="text"/>	Vision	<input type="text"/>	Learning	<input type="text"/>	Medical	<input type="text"/>	Mobility	<input type="text"/>	Other
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If you have a disability, would you like to receive information on support services, equipment and facilities available that may assist you? Y N

FAMILY BURSARY DETAILS (PLEASE PROVIDE DETAILS OF THE FAMILY MEMBER WHO IS CURRENTLY STUDYING OR PREVIOUSLY STUDIED AT CURTIN OR NAUTAS.)

Name	<input type="text"/>	Student ID	<input type="text"/>	Location	<input type="text"/>	Curtin campus	<input type="text"/>	Nautas institution
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APPLICANT'S DECLARATION AND SIGNATURE

I declare that I have read the instructions on this application form and that the information I have provided is complete and correct. I understand that the information collected on this form is to enable Curtin Singapore to assess my application, create a record on its student database, undertake statistical analysis, meet statutory reporting requirements and further inform me about the course to which I am applying as well as the University's other courses/events. The information will be accessed by University officers strictly for these purposes and disclosed to state and Singapore Government agencies where required by law. Pursuant to obligations to contractors (such as mail houses) engaged by the University to perform services on its behalf. Where personal information is to be provided to contractors, the University will require that confidentiality agreements be first entered into.

I accept that information supplied in this application may also be made available to a Curtin Singapore overseas representative to provide assistance with my application. I understand that if I do not complete all the questions on this form, it may not be possible for the University to process my application. I authorise Curtin Singapore to obtain further academic information or official student records from any educational institution or recognised educational qualifications assessment body necessary and/or where my work experience is relevant, to verify my employment history for the purpose of making an informed decision about my application.

I understand that Curtin Singapore is not responsible if any educational body/institution does not supply qualification records, that the results of this search may be made available to me on request and an audit of this authority may also be undertaken. If I do not meet all the University's entry requirements, I authorise the University to provide my full application to Curtin Singapore approved pathway providers (e.g. Curtin College) for consideration for the preparatory program (Foundation/diploma). I understand that successful completion of this program will help qualify me for admission into specified courses of Curtin. I understand that I have the right to access and amend personal information that Curtin Singapore holds about me, subject to legislation, by contacting Curtin Singapore at info@curtin.edu.sg.

I acknowledge that Curtin Singapore reserves the right to vary or reverse any decision regarding admission made on the basis of incorrect, incomplete or fraudulent information.

Signature	<input type="text"/>	Date	<input type="text"/>
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LODGING YOUR APPLICATION

Please submit your application to
Curtin Singapore or a Curtin Singapore
overseas representative

Curtin Singapore
90 and 92 Jalan Rajah
Singapore 329162
Tel: +65 6593 8000
Fax: +65 6593 8001
Email: admissions@curtin.edu.sg

PRIVACY STATEMENT

At Curtin Singapore, the privacy of our students, staff and the people we deal with is very important to us. Much of the information the University collects in order to provide the services that it does, is personal information. For details of how the University will use, disclose and protect your personal information please refer to global.curtin.edu.au/legal/privacy.cfm

Curtin Singapore collects, stores and uses personal information for the purposes of administering prospective, current and graduate student admissions, enrolment and education. We may, for example, share your personal information with the Curtin Singapore marketing department, so that they can contact you (including by electronic means) with information about products and services that may interest you. If you do not wish to receive marketing offers from Curtin Singapore (by post, phone or other electronic means), please tell us by checking this box. ☐

*Certified means witnessed by an authorised Curtin representative, Curtin international staff member, a person of authority at the issuing institution (e.g. registrar), Justice of the Peace, Commissioner for Oaths/Declarations, or any notary public.

*MAKE TOMORROW
BETTER*



ONLINE APPLICATION

Web: apply.curtin.edu.sg

ADMISSIONS

(Information regarding entry requirements and applications)

Tel: +65 6593 8000

Fax: +65 6593 8001

Email: info@curtin.edu.sg

Web: curtin.edu.sg/future-students

HOUSING SERVICES (ACCOMMODATION)

Email: accommodations@curtin.edu.sg

Web: curtin.edu.sg/future-students

STUDENT CENTRAL

(Student services for all enrolled students)

Tel: +65 6593 8000

Fax: +65 6593 8001

Email: studentcentral@curtin.edu.sg

Web: curtin.edu.sg/current-students

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