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**HAWTHORN**  
M E L B O U R N E

## **ENGLISH LANGUAGE COURSES**

Melbourne, Australia



**ENDORSED  
PROVIDER**



# Living in Melbourne

An aerial photograph of Melbourne, Australia, showing a dense urban landscape with numerous skyscrapers and buildings. The Yarra River flows through the city, and the Melbourne Cricket Ground is visible in the foreground. A teal-colored geometric overlay covers the top-left portion of the image, containing the title text.

Hawthorn-Melbourne has been providing students with high quality English language training since 1986. The staff at Hawthorn-Melbourne are dedicated to helping you make significant progress in your English language learning.



## MELBOURNE: THE IDEAL PLACE TO LIVE AND STUDY

As Australia's second largest city, Melbourne offers beautiful parks and beaches, world-class sporting events, famous restaurants, amazing shopping and a vibrant art and music scene. There is something for everyone in Melbourne!

### PUBLIC TRANSPORT

It is easy to explore Melbourne using the city's public transport system of trains, buses and trams. The iconic tram network, which is free in the city centre, stretches into the suburbs, making it the largest such network outside Europe.

### THINGS TO SEE AND DO

Melbourne is home to many events and attractions that will enrich your overall study experience.

- Soak up some true Aussie atmosphere at an AFL footy match.
- Explore the ever-changing street art in the city laneways.
- Visit St Kilda for some relaxing beachside café culture.
- Take a trip to the Great Ocean Road to see some of Australia's most beautiful scenery.
- Get up close to Australia's wildlife at Phillip Island, including kangaroos, koalas and the world's smallest penguins

## LOCATION

Hawthorn-Melbourne is located in the south eastern suburbs, just a 12-minute train ride from the Melbourne city centre.

Regarded as one of Melbourne's safest suburbs, Hawthorn offers a student-friendly neighbourhood with great choices in shopping and a lively café culture.

Surrounded by parks, green leafy streets and popular shopping areas, our students enjoy a relaxed study environment that is still convenient for all essential amenities.

### GETTING TO HAWTHORN-MELBOURNE

Hawthorn-Melbourne is conveniently located near public transport. With a bus stop at our front door and trams and trains just a short walk away, it is easy for students to travel to school each day.

- The bus connects Hawthorn to Chadstone, the largest shopping complex in Australia.
- Nearby trams will take you to Glenferrie Road or Camberwell Junction – popular entertainment areas with cinemas, restaurants, shopping and cafés.
- The train provides a direct link to the city centre.

The area is also well serviced by bike paths for a safe, healthy and environmentally friendly option.



# Studying with Hawthorn-Melbourne

## Why study at Hawthorn-Melbourne

### QUALITY

Hawthorn-Melbourne is endorsed by the University of Melbourne as a provider of English language intensive courses for overseas students.

Hawthorn-Melbourne is also an English Australia member college. English language providers join English Australia as a commitment to quality and professionalism in teaching English courses to international students.

### SUPPORT

Students are supported throughout their whole study experience with dedicated staff to answer questions and provide assistance on any aspect of living and studying in a new country.

### HAWTHORN-MELBOURNE TEACHERS

Hawthorn-Melbourne employs experienced teachers with degrees and TESOL qualifications, who are all dedicated to helping you reach your goals. Our teachers attend professional development programs regularly to make sure they stay up-to-date with the latest teaching techniques.

### A DIVERSE STUDENT COMMUNITY

Students come to Hawthorn-Melbourne from a wide range of study and employment backgrounds. The personal interests, life experience and culture they bring to the school will contribute to your learning.

### STRUCTURED COURSES

Hawthorn-Melbourne courses follow a 10-week curriculum. Most allow new students to enter at either week 1 or week 6. The closed class structure enables each week of study to build on the prior week, allowing students to see progress in their language skills.

### PATHWAYS TO FURTHER STUDIES

Hawthorn-Melbourne academic English courses are recognised by a number of partner institutions in Melbourne.

**35**

YEARS EXPERIENCE IN  
TEACHING ENGLISH TO  
DIFFERENT NATIONALITIES

**85%**

OF STUDENTS REMAIN  
IN AUSTRALIA FOR  
FURTHER STUDIES

**40+**

DIFFERENT NATIONALITIES  
IN OUR STUDENT BODY  
EACH YEAR

# Choose your course

We offer a range of courses to suit a variety of level and study goals. Students can move between General English and Academic English streams subject to meeting minimum entry requirements and study purpose.

IELTS	LEVEL GUIDELINES	COURSES				
6.0 - 7.0					Intensive Academic Preparation*	University of Melbourne English Language Bridging Program†
5.5 - 6.0	Advanced		General English 3		IELTS Preparation*	University of Melbourne English Language Bridging Program Preparation†
5.0 - 5.5	Pre-Advanced	English for High School 2		English for Business	English for Academic Purposes	
4.5 - 5.0	Upper Intermediate		General English 2			
4.0 - 4.5	Intermediate	English for High School 1				
	Pre-Intermediate		General English 1			
	Elementary					

The course progression chart is intended as a guide only.

Actual progression through Hawthorn-Melbourne courses depends on a student's progress at each level.

\* EAP2 is recommended for courses requiring IELTS 5.5. IELTS Preparation is recommended for courses requiring IELTS 6.0. IAP is recommended for courses requiring IELTS 6.5.

† Students must have the required IELTS, TOEFL or Pearson Test of English score and a conditional UMEBP offer from the University of Melbourne for entry to this program. Refer to the website for full details of entry requirements, application procedures and to check if your faculty accepts the UMEBP as a pathway.



# General English 1, 2 and 3

The General English course is perfect for students wanting to improve their all-round language skills.

These courses draw on an extensive range of materials from printed and digital media, helping with communication in the real world. Classes are designed to combine reflective study with interactive learning, and students quickly develop the confidence to use English outside the classroom. The course is structured to cater for a range of student objectives, including travel, social, work and future study. Whatever your plans, General English will continue to challenge you as you progress through the levels.



## KEY DETAILS

### Levels

General English 1:  
Elementary - Pre-Intermediate

General English 2:  
Intermediate - Upper Intermediate

General English 3:  
Pre-Advanced - Advanced

### Duration

5 - 10 weeks per level

### Hours per week

20 hours of face-to-face teaching per week plus unlimited access to the Independent Learning Centre during opening hours.

### Class times

8.30am – 1.00pm

### Class size

Maximum 18

### More information

[hawthornenglish.edu.au/GE](http://hawthornenglish.edu.au/GE)

### CRICOS code

General English 1: 077113K

General English 2: 077114J

General English 3: 077115G

## COURSE OVERVIEW

- Review and learn a wide range of vocabulary and grammar.
- Write a variety of texts in English, such as essays, emails and blog articles.
- Practice your pronunciation
- Improve your confidence to communicate with other cultures through group work.
- Give presentations to prepare you for further study and build your confidence.
- Develop study skills, including use of technology for independent study.
- Use websites and apps to complete interactive in-class activities.

## ASSESSMENT

- Students are assessed on listening, reading, writing and speaking skills through mid-course and end-of-course tests.
- In-class tasks prepare students for assessments.
- In addition, students' participation and speaking skills are also assessed through in-class observation.



# English for Business

The English for Business course is for students wanting to develop the language skills needed to communicate in a wide range of professional situations.

Offered at three levels, students will participate in projects related to the retail and business community, and develop the confidence to use their English in a professional environment. This course draws on an extensive range of materials from contemporary business publications, making the course relevant worldwide. Taking this course will improve your English proficiency as well as your communication skills in a wide range of contexts, furthering your career prospects.



## KEY DETAILS

### Levels

Three levels:  
Upper Intermediate, Pre-Advanced and Advanced

### Duration

5 - 10 weeks per level

### Hours per week

20 hours of face-to-face teaching per week plus unlimited access to the Independent Learning Centre during opening hours.

### Class times

8.30am – 1.00pm

### Class size

Maximum 18

### More information

[hawthornenglish.edu.au/english-for-business](http://hawthornenglish.edu.au/english-for-business)

### CRICOS code

063640B

## COURSE OVERVIEW

- Develop language skills to communicate in a wide range of formal and informal business situations.
- Gain professional English skills applicable to employment in your home country and in Australia.
- Focus on presentations in a variety of professional contexts; giving, justifying and discussing opinions on different business topics in a seminar setting.
- Write a variety of business texts, including emails, letters and reports.
- Strengthen note-taking skills.

## ASSESSMENT

- Students are assessed on listening, reading, writing and speaking skills through mid-course and end-of course tests.
- Business skills, such as students' aptitude in communication, are assessed through tasks practised in class.
- Students' participation and speaking skills are also assessed through in-class observation.



# Academic English programs

Our Academic English programs help students prepare for further studies in Australia. Students are trained in a range of techniques that will be key to their success in their chosen program, including:

- independent and co-operative research skills to complete set assignments and tasks.
- improved critical thinking skills, enabling better task response.
- ability to deliver presentations with clarity and confidence.
- study skills to ensure study time is effective and efficient.
- an awareness of expectations at an Australian University.

## ENTRY REQUIREMENTS

Students may be required to pass a placement test prior to course entry. The entry requirements listed below are for a Week 1 entry point.

	IELTS	TOEFL	PTE
<b>English for Academic Purposes 1</b>	4.5 (writing 4.5, no band less than 4.0)	32 (writing 12, reading 2, listening 2, speaking 11)	30 (writing 30 with no communicative skill below 24*)
<b>English for Academic Purposes 2</b>	5.0 (writing 5.0, no band less than 4.5)	35 (writing 14, reading 3, listening 3, speaking 13)	36 (writing 36, with no communicative skill below 30)
<b>IELTS Preparation</b>	5.5 (writing 5.5, no band less than 5.0)	46 (writing 18, reading 4, listening 5, speaking 14)	42 (writing 42, with no communicative skill below 36)
<b>Intensive Academic Preparation</b>	6.0 (writing 6.0, no band less than 5.5)	60 (writing 21, reading 8, listening 7, speaking 16)	50 (writing 50, with no communicative skill below 42)

If you do not have an IELTS, TOEFL or PTE test result, contact us to arrange a level test with one of our senior teachers.

## ENGLISH FOR ACADEMIC PURPOSES (EAP)

### KEY DETAILS

#### Levels

EAP1 - Upper Intermediate  
EAP2 - Pre-Advanced

#### Duration

10 weeks per level

#### Hours per week

20 hours of face-to-face classroom teaching per week plus unlimited access to the Independent Learning Centre during opening hours

#### Timetable

1.00pm – 5.30pm

#### Class size

Maximum 18

#### More information

[hawthornenglish.edu.au/EAP](http://hawthornenglish.edu.au/EAP)

#### CRICOS Code

063639F

### COURSE OVERVIEW

In EAP you will:

- listen to lectures and practise note-taking
- read academic materials and study academic reading techniques
- learn presentation and discussion skills
- write summaries, essays and assignments
- study key grammatical structures
- develop your academic vocabulary
- practise skills required for recognised exams (e.g. IELTS, TOEFL, PTE).

### ASSESSMENT

You will be assessed on:

- listening, reading and timed-writing skills through mid-course and end-of-course tests
- research, planning and drafting skills through assignments
- speaking skills through discussions and seminar presentations
- meaningful class participation.

# IELTS PREPARATION

## KEY DETAILS

### Levels

Advanced

### Duration

10 weeks

### Hours per week

20 hours of face-to-face classroom teaching per week plus unlimited access to the Independent Learning Centre during opening hours

### Timetable

1.00pm – 5.30pm

### Class size

Maximum 18

### More information

[hawthornenglish.edu.au/IELTS-preparation](http://hawthornenglish.edu.au/IELTS-preparation)

### CRICOS Code

063645G

## COURSE OVERVIEW

In IELTS Preparation you will:

- learn about the test structure and task types through regular test practice
- study strategies to maximise your results
- learn how to avoid common errors and pitfalls which can impact your score
- focus on listening: previewing and predicting, listening for specific information
- focus on reading: speed reading strategies, skimming and scanning
- focus on speaking: expressing ideas and opinions, seeking clarification, pronunciation
- focus on writing: interpreting questions, planning, organising and reviewing content.

## ASSESSMENT

You will be assessed on listening, reading, writing and speaking skills through four IELTS-style tests.

# INTENSIVE ACADEMIC PREPARATION (IAP)

## KEY DETAILS

### Levels

Advanced Plus

### Duration

5 - 10 weeks

### Hours per week

20 hours of face-to-face classroom teaching per week plus unlimited access to the Independent Learning Centre during opening hours

### Timetable

1.00pm – 5.30pm

### Class size

Maximum 18

### More information

[hawthornenglish.edu.au/IAP](http://hawthornenglish.edu.au/IAP)

### CRICOS Code

063646G

## COURSE OVERVIEW

In IAP you will learn to:

- identify, follow and understand main ideas and arguments in discussions, lectures and presentations
- identify, understand and evaluate main ideas and supporting detail in long and linguistically complex factual texts
- produce fluent, spontaneous and extended speech on a wide range of subjects
- summarise and paraphrase key concepts in an academic text, and synthesise information from linguistically complex sources.

## ASSESSMENT

You will be assessed on:

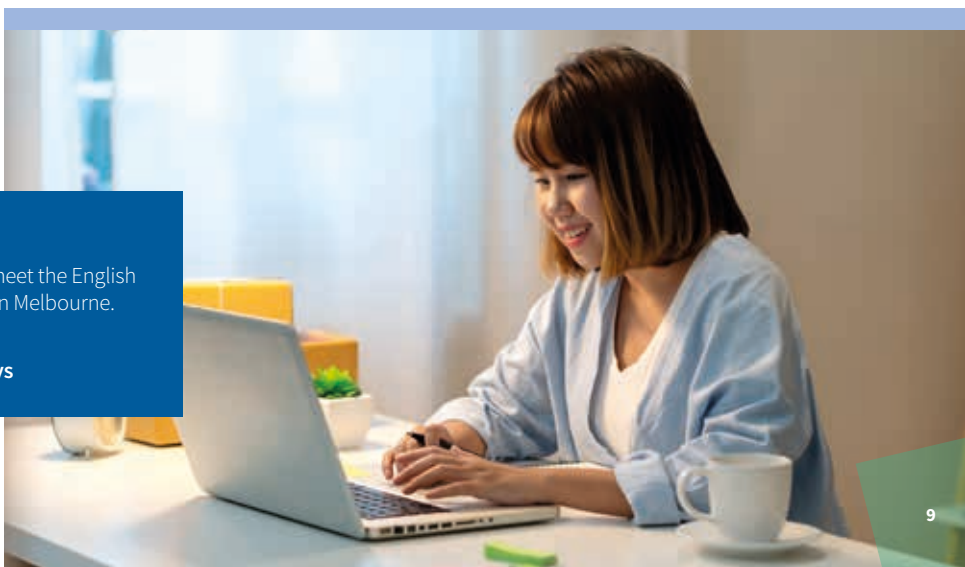
- listening, reading, note-taking and timed-writing skills through midcourse and end-of-course tests
- research, planning and drafting skills through assignments
- speaking skills through academic discussions and seminar presentations.

## ACADEMIC PATHWAYS

The Academic English courses can be used to meet the English language requirements for several institutions in Melbourne.

For more information see

[hawthornenglish.edu.au/academic-pathways](http://hawthornenglish.edu.au/academic-pathways)





# University of Melbourne English Language Bridging Programs

## Your English Language pathway to the University of Melbourne

As the only provider of English language pathway courses recognised by the University of Melbourne, Hawthorn-Melbourne plays an important role in helping international students meet the English requirements of their chosen degree through our English Language Bridging Programs:

- University of Melbourne English Language Bridging Program Preparation (UMELBP Prep)
- University of Melbourne English Language Bridging Program (UMELBP)

These programs provide a direct entry English language pathway from Hawthorn-Melbourne to a wide range of undergraduate and graduate degree courses at the University of Melbourne, while helping you develop the language and academic skills required to be an active and confident participant in all areas of your University degree.

### KEY DETAILS

#### Duration

10 weeks

#### Hours per week

20 hours of face-to-face classroom teaching per week, plus 5 hours per week of self-study, workshops and independent research time throughout the program.

#### Class times<sup>3</sup>

8.30am – 1.00pm or 1.00pm – 5.30pm

#### Class size

Maximum 18

#### More information

[hawthornenglish.edu.au/umelbp](http://hawthornenglish.edu.au/umelbp)

#### CRICOS code

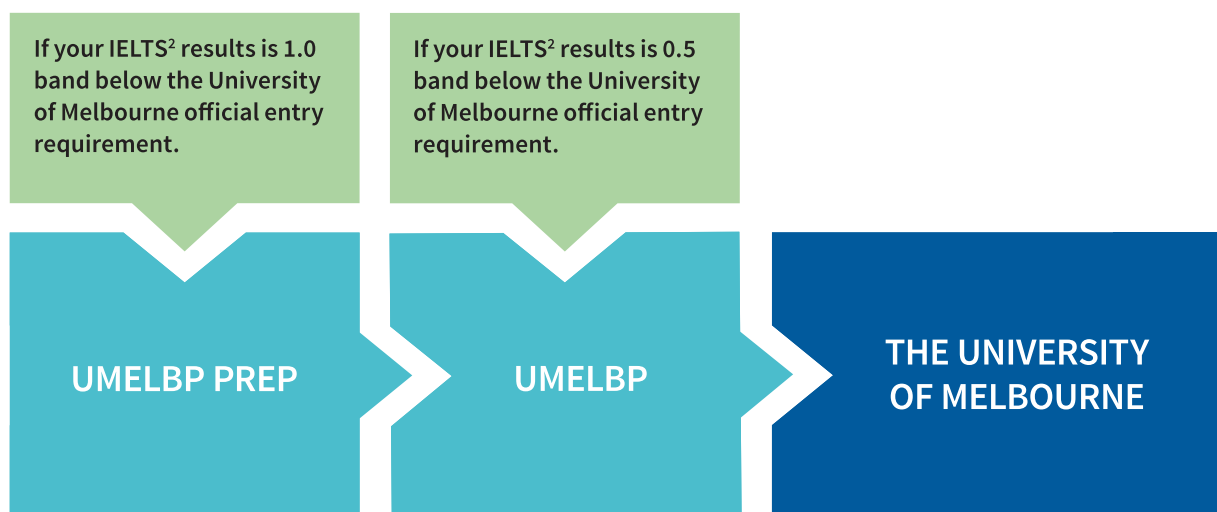
UMELBP Prep - 0101910

UMELBP - 063648E

### WHICH PATHWAY IS RIGHT FOR YOU?

Depending on your current English level and University of Melbourne degree, you may be eligible for:

- UMELBP (10-week pathway)
- UMELBP PREP + UMELBP (20-week pathway)<sup>1</sup>



1. UMELBP Prep is recognised for courses where the University of Melbourne English requirement is IELTS 6.5 with no band under 6.0.

If your chosen course has a higher English requirement, you must meet the entry requirements for the UMELBP.

2. TOEFL and PTE results are also accepted. Please see website for full details.

3. Timetables are a guide only and subject to change. An evening timetable from 5.00pm-9.30pm may run at peak times.

# UNIVERSITY OF MELBOURNE ENGLISH LANGUAGE BRIDGING PROGRAM PREPARATION (UMELBP PREP)

Successful completion of UMELBP Prep allows you to enter UMELBP without the need for further official testing (IELTS, TOEFL or PTE).

The UMELBP Prep syllabus is structured around the themes of sustainable development and global citizenship. This allows you to engage critically with contemporary global issues and to personalise your learning experience through the exploration of sustainability in the context of your future field of study.

## ENTRY REQUIREMENT

IELTS: 5.5 with no band less than 5.0

TOEFL: 46 + writing 14; speaking 14; reading 4; listening 5.

PTE: 42 + no communicative skill below 36

## COURSE OVERVIEW

- Identify and describe information in listening and note-taking exercises
- Plan, research and explain content for use in seminars and interactive discussions to develop speaking skills
- Learn to annotate, paraphrase, summarise, organise and reference information from a range of sources
- Read and analyse a range of academic reading materials
- Develop writing skills and use appropriate academic conventions in two essay genres
- Learn to navigate a learning management system for the purposes of course work, class work and assessment

## ASSESSMENT

- Mid-course exam
- Research assignment
- Two genre-based essays
- Collaborative speaking task
- End-of-course exam
- Presentation seminar

# UNIVERSITY OF MELBOURNE ENGLISH LANGUAGE BRIDGING PROGRAM (UMELBP)

Successful completion of UMELBP will allow you to enter your University of Melbourne course without the need for further official testing (IELTS, TOEFL or PTE).

The UMELBP uses authentic academic activities, such as lectures, seminars, research and critical thinking, to further develop your English language and study skills. Through participation in workshops, use of mobile devices and other resources, you are trained to become an effective and independent learner.

## LEVELS

IELTS, TOEFL or Pearson PTE score required: visit website for details

## COURSE OVERVIEW

- Identify and analyse information through listening and note taking exercises.
- Plan, research, and develop material to improve your seminar presentation skills.
- Learn to summarise, paraphrase, organise, self-edit, and correctly reference information from a range of sources.
- Read and analyse a range of authentic reading materials.

## ASSESSMENT

- Mid-course exam
- Research assignment
- End-of-course exam
- Presentation seminar





# English for High School (EfHS)

Our English for High School programs aim to prepare high-school-age students from different cultures and countries to fit comfortably into their new learning environment in Australian high schools.

Students are encouraged to discuss their ideas, to work co-operatively and to develop their individual research and study skills. We also focus on students as individuals at this crucial stage in their personal development, encouraging social responsibility, excellent study habits and developing their confidence to live and study in a new environment.

In addition to the language skills, students also learn about

- Australian classroom etiquette
- formal presentation skills
- taking leadership roles
- effective organisational and study skills
- teamwork and negotiation
- social responsibility.

## KEY DETAILS

### Levels

English for High School 1:  
Pre-Intermediate - Intermediate

English for High School 2:  
Upper Intermediate - Advanced

### Age

11 – 17 years

### Duration

5 - 10 weeks per level

### Hours per week

20 hours of face-to-face classroom teaching per week, plus 5 hours of supervised study in the Independent Learning Centre.

### Class times

8.30am – 2.30pm

### Class size

Maximum 18

### More information

[hawthornenglish.edu.au/efhs](http://hawthornenglish.edu.au/efhs)

### CRICOS code

English for High School 1: 093348B  
English for High School 2: 093349A

## COURSE OVERVIEW

- Develop your English skills: reading, writing, listening and speaking.
- Learn the language for a range of school subjects, such as Literature, Mathematics, Science, Information Technology and Australian Culture and History.
- Develop independent and co-operative research skills to complete set assignments and tasks.
- Focus on individual and group presentation skills and build confidence.
- Develop an understanding of the House System, groups within a high school, and participate in language, cultural and community activities.
- Participate in excursions and regular sporting activities to ensure students stay fit and active.

## ASSESSMENT

Students are assessed in:

- reading, writing, speaking and listening skills, in line with tasks they have practised in class
- their attention and participation in class, and their level of diligence in completing work requirements to the best of their ability.

## ACCOMMODATION AND WELFARE ARRANGEMENTS

The safety and welfare of our students is a priority at Hawthorn-Melbourne, particularly when the student is under the age of 18. For full details on the accommodation options available to underage students, please visit:

[hawthornenglish.edu.au/underage-students](http://hawthornenglish.edu.au/underage-students)



**The English for High School programs are recognised by government and private high schools across Victoria.**



# Student Services

## Student Support

We understand that learning English in a new country can be challenging, so we offer you support before you leave your country and throughout your stay.

### PRE-DEPARTURE

- help and information as required
- airport reception at Melbourne Airport

### ACCOMMODATION

- homestay placement service
- temporary accommodation advice

### ORIENTATION

- learn about our services and facilities
- join a campus tour
- learn strategies to adjust to your new life in Melbourne

### HEALTH AND WELLBEING

- welfare counselling
- first aid
- assistance with health referrals
- on campus assistance with health insurance claims

### ACADEMIC COUNSELLING

- course progression
- course changes
- academic concerns

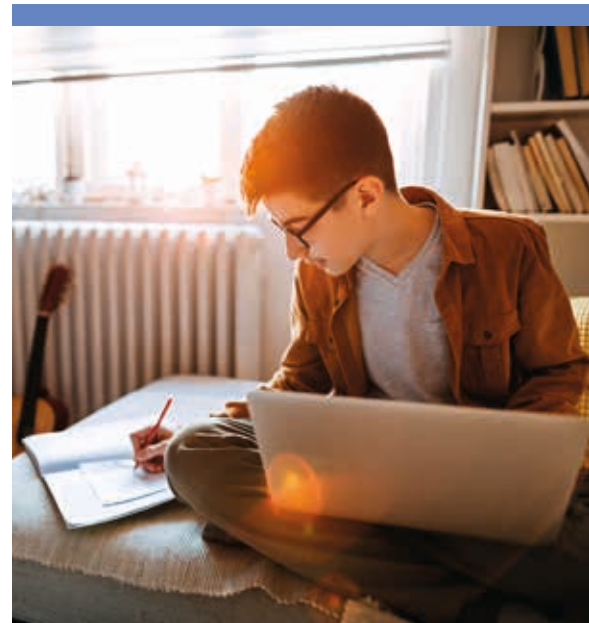
### FURTHER STUDIES ADVICE

- advice about course planning, university placement and enrolment procedures

### AFTER-HOURS ASSISTANCE AND ADVICE HOTLINE

This free after-hours assistance line is available to all Hawthorn-Melbourne students:

- students in Australia call: 1800 NAVITAS (1800 628 4827)



# SCOPE (Sporting, Cultural, Outdoor Programs and Excursions)

The SCOPE social program is a great way to make friends and practise your English outside of the classroom.

Participating in Hawthorn activities provides opportunities to:

- try something new
- get up close to our unique Australian wildlife
- socialise with teachers and classmates
- visit areas of interest and beauty in Melbourne and its surrounds.

## CLASS EXCURSIONS

Excursions are an important part of the course curriculum. Destinations relate to material studied in class and your teacher will incorporate learning activities. Participating in excursions provides opportunities to learn more about your classmates and teacher in a social environment and create strong friendships.

## WEEKEND AND COURSE BREAK EXCURSIONS

Weekend trips allow you to explore some beautiful parts of regional Victoria that are not readily accessible without a car.

Popular excursions include:

- learning to surf along the Great Ocean Road
- visiting Phillip Island, home to hundreds of Fairy Penguins – the smallest penguins in the world
- visiting the famous Twelve Apostles
- hiking past beautiful waterfalls in the Grampians National Park.

## SPORT AND FITNESS

Hawthorn's SCOPE program also includes a wide range of sporting activities on campus, including basketball, badminton, volleyball and soccer. Whether you are a serious sportsperson or just want to have fun, everyone can get involved!

## WEEKDAY ACTIVITIES AND EVENTS

A range of activities are available before or after class. Our Moodle site provides details on available activities and events happening at the school and around Melbourne.

If there is an activity you would like to try in Melbourne, speak to Student Services for assistance.



# Facilities

While studying at Hawthorn-Melbourne, students have access to the following facilities:

## LIBRARY

- conduct research for assignments
- use electronic, print and audio materials graded to your level of English
- use computers for class work, projects and online learning
- utilise our extensive print and online collection of language and literature resources

## INDEPENDENT LEARNING CENTRE (ILC)

Students have unlimited access to the ILC between 8.30am and 4pm each day. Extended hours are available during peak periods. Qualified English language teachers offer individual assistance and ILC workshops in:

- grammar
- pronunciation
- academic writing
- functional English

## SPORTING

- play badminton, basketball, squash or volleyball
- access our small gymnasium with exercise bikes, treadmills and weight machines

## FOOD AND DRINK

- make use of our student kitchen, microwave ovens and hot water outlet
- spend time with your friends in our spacious dining area and lounge
- enjoy a barbecue with classmates on the sunny outdoor balcony
- visit local cafes only a short walk away

## ADDITIONAL FACILITIES

- lecture theatres
- access free WiFi throughout the campus
- prayer rooms
- student lounges

## CAMPUS TOUR

Take an interactive tour to explore our campus and facilities at [hawthornenglish.edu.au/campus-tour](http://hawthornenglish.edu.au/campus-tour)



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# Important Information

## CONDITIONS OF ENROLMENT

Conditions of Enrolment, including refund and deferral policies are available at: [hawthornenglish.edu.au/conditions](http://hawthornenglish.edu.au/conditions)

## ATTENDANCE

It is a student visa requirement that you attend a minimum of 80% of your classes. Hawthorn-Melbourne monitors your attendance for each class hour (20 hours per week).

## OVERSEAS STUDENT HEALTH COVER (OSHC)

ALLIANZ Care is the preferred Overseas Student Health Cover Provider of Hawthorn-Melbourne. You have the right to choose your own insurance provider. Details of all Overseas Student Health Cover providers can be found at: [health.gov.au](http://health.gov.au). Student visa applicants must have OSHC arrangements in place before applying for their student visa.

## YOUR ADDRESS IN AUSTRALIA

It is a student visa requirement that you notify Hawthorn-Melbourne of your address, mobile number (if any) and email address (if any) when you arrive in Australia. You must also advise who to contact in emergency situations. You must also notify us of any changes in these details within seven days.

## PROVIDING QUALITY AND PROTECTING YOUR RIGHTS

Australia's laws promote quality education and consumer protection for overseas students. These laws are known as the Education Services for Overseas Student (ESOS) framework and they include the ESOS Act 2000 and the National Code 2018.

Visit: [studyinaustralia.gov.au](http://studyinaustralia.gov.au)

## STUDENTS WITH FAMILIES

Before bringing your spouse or children to Australia, you will have to prove you can support them financially. You may need to have your children placed in a school before a visa will be granted. Visit: [studyinaustralia.gov.au/english/australian-education/bringing-your-children](http://studyinaustralia.gov.au/english/australian-education/bringing-your-children)

## COMPLAINTS AND APPEALS PROCEDURE

Hawthorn-Melbourne is committed to effective grievance procedures which:

- give students a voice
- give Hawthorn-Melbourne an opportunity to find out where problems exist
- negotiate realistic outcomes
- aim to solve students' problems wherever possible.

The principles underlying our grievance procedures are equity, fairness, openness, and respect for the individual.

All grievances will be dealt with seriously. We are committed to resolving all grievances quickly and fairly.

See [hawthornenglish.edu.au/policies](http://hawthornenglish.edu.au/policies) for further details.

## LIVING COSTS

The Australian Government estimates an international student needs at least A\$21,041 per year to cover living costs.

Here is an estimate of weekly expenses for international students.

Expense	Per week (AU\$)
Homestay accommodation	\$330
Public transport ticket	\$45
Phone	\$15
Entertainment and miscellaneous expenses	\$100
<b>TOTAL</b>	<b>\$490</b>

# How to Apply



## ONLINE

Apply online:  
[hawthornenglish.edu.au/apply-now](http://hawthornenglish.edu.au/apply-now)



## BY EMAIL

Email:  
[admissions@hawthornenglish.vic.edu.au](mailto:admissions@hawthornenglish.vic.edu.au)



## THROUGH AN AGENT

For a list of authorised agents, visit:  
[hawthornenglish.edu.au/agent-list](http://hawthornenglish.edu.au/agent-list)



### SUBMIT YOUR APPLICATION FORM WITH THE FOLLOWING SUPPORTING DOCUMENTS:

- a copy of your current passport
- a copy of your current visa (if you hold one)
- any Further Studies offer to an Australian institution (University, Foundation Studies, TAFE, or High School)
- a copy of your official English test results (e.g. IELTS, TOEFL, PTE, if available).

## PACKAGING YOUR VISA WITH THE UNIVERSITY OF MELBOURNE

Students who study English with Hawthorn-Melbourne may be eligible for a packaged offer. A packaged offer allows you to apply for a single visa to cover both your English course and your University of Melbourne program. Packaged offers are a great way to reduce the time and costs involved in applying for visas.

### ARE YOU ELIGIBLE?

You may be able to apply for a packaged course if you have:

- an offer from the University of Melbourne that is conditional only on meeting the English language requirements and;
- an IELTS result that is no more than one band below the entry requirements for your chosen University program.  
Equivalent TOEFL and Pearson Test of English results are also accepted.

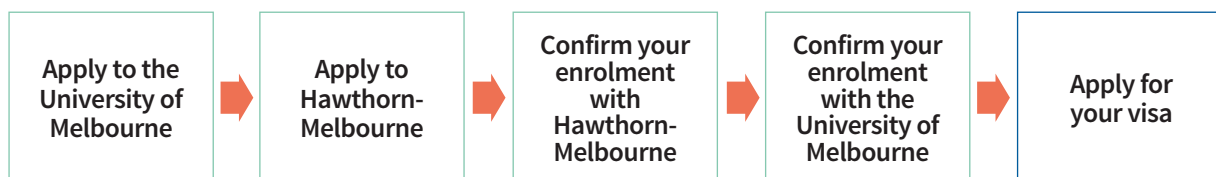
**If your IELTS result is 1.0 below the University requirement in any skill:**

you can package with a 20-week English course.

**If your IELTS result is 0.5 below the University requirement in any skill:**

you can package with a 10-week English course.

### HOW TO APPLY FOR A PACKAGED OFFER



The final decision on whether the University of Melbourne will issue a Conditional CoE for visa packaging remains with the University and may be influenced by factors other than English language.

# Course dates

## ENGLISH LANGUAGE COURSES

Our English courses comprise a 10-week curriculum with entry points for new students at either week 1 or week 6. The first course of each year is a 6-week intensive course. Successful completion of English for Academic Purposes and IELTS Preparation requires 10 weeks of study. The following course dates apply to: General English 1, 2, 3 / English for Academic Purposes / Intensive Academic Preparation / IELTS Preparation / English for Business / English for High School.

Year	Registration day	Start date	End date	Duration
2021	4 January	5 January*	12 February <sup>†</sup>	6 weeks
	Course break: 15 February to 19 February			
	18 February	22 February*	26 March	5 weeks
	25 March	29 March	30 April <sup>†</sup>	5 weeks
	Course break: 3 May to 7 May			
	6 May	10 May*	11 June	5 weeks
	10 June	15 June	16 July <sup>†</sup>	5 weeks
	Course break: 19 July to 23 July			
	22 July	26 July*	27 August	5 weeks
	26 August	30 August	1 October <sup>†</sup>	5 weeks
	Course break: 4 October to 8 October			
	7 October	11 October*	12 November	5 weeks
	11 November	15 November	17 December <sup>†</sup>	5 weeks
	Christmas and New Year closure			

\* The first Monday for these courses is Orientation Day for new students only. Classes for continuing students will resume on the following Tuesday.

† A brief certificate presentation ceremony will follow on from morning classes.

## UNIVERSITY OF MELBOURNE ENGLISH LANGUAGE BRIDGING PROGRAM PREPARATION

Students will have two independent study/research days scheduled during the 10-week course.

Year	Registration day	Start date	End date	Duration
2021	18 February	22 February	30 April	10 weeks
	26 August	30 August	5 November	10 weeks

## UNIVERSITY OF MELBOURNE ENGLISH LANGUAGE BRIDGING PROGRAM

Students will have two independent study/research days scheduled during the 10-week course.

Year	Registration day	Start date	End date	Duration
2021	18 February	22 February	30 April	10 weeks
	6 May	10 May	16 July	10 weeks
	22 July	26 July	1 October	10 weeks
	11 November	15 November	4 February 2022	10 weeks

## CLASSES WILL NOT BE HELD ON THE FOLLOWING DAYS:

Year	Public holiday
2021	1 January, 26 January, 8 March, 2-6 April, 14 June, September <sup>^</sup> , 2 November

<sup>^</sup> Friday before the AFL Grand Final. Date subject to AFL schedule which was not available at time of printing.



## Hawthorn-Melbourne

**442 Auburn Road  
Hawthorn VIC 3122 Australia**

**T +61 3 9815 4000**

**E [enquiries@hawthornenglish.vic.edu.au](mailto:enquiries@hawthornenglish.vic.edu.au)**

Hawthorn Learning Pty Ltd  
ABN 50 124 208 171  
CRICOS provider code: 02931G

Hawthorn-Melbourne is endorsed by the University of Melbourne as a provider of English language intensive courses for overseas students in Melbourne.

The information in this guide is correct at November 2020. Changes in circumstances after this date may alter the accuracy or currency of the information.

Hawthorn-Melbourne reserves the right to alter any matter described in this guide without notice.

Readers are responsible for verifying information by contacting Hawthorn-Melbourne.

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