

Monash Engineering Students' Society

EDUCATION GUIDE



The ultimate guide to
ease you into studying
engineering at Monash
University

2023

EDUCATION GUIDE

TABLE OF CONTENTS

Introduction	3
Glossary	4
The Structure of Classes	7
Titles of teaching staff (Descending by seniority):	7
Types of Classes	8
Class Types	10
A Guide to Campus	11
Academic Advice	14
Academic Integrity	16
Academic Grievances	18
Special Consideration	19
Where To Find Help	19
Changing Units and Census Dates	20
Study Load and Underloading	21
Classes Advice	22
Zoom Etiquette	22
Online Learning Environment	22
In Person Classes	23
Using Moodle	24
How to Change Forum Subscriptions	24
Clubs and Teams	25
What are clubs?	25
Things to Know about Clubs.....	25
The Monash Student Association.....	25
Engineering Clubs and Societies.....	26
Specialisation Clubs.....	27
Student Teams	27
Specialisations	29
Other Resources	32
FaME	32
PASS	32
Support Services	33
International Students	33
Disabled Students	33

Introduction

Hello there! My name is Anna Lofthouse, and I am the Education Officer for the Monash Engineering Student's Society, or MESS for short.

Welcome to Monash engineering! I can remember my first year at university- The excitement, the nerves, the beginning of a new chapter! There are many things I wish I'd known before I began my course, and things I am so glad to have learned early on. You're probably full of questions, which is why MESS have released this booklet: The MESS Education Guide!

This is a booklet designed for first year engineering students at Monash University, intended to help answer questions about studying, academic support, social and academic activities and opportunities, and answers to frequently asked questions from previous students.

If you still have any questions after reading through this booklet, do not be afraid to talk to other students, your lecturers and teaching staff, or anyone within MESS- It is always okay to ask for help. Either visit us at the MESS office, located near the Hargrave Andrew Library at the opposite end of Kenneth Hunt lawn (our office will have a sign out the front if someone is inside).

Alternatively, any and all questions you may have can be sent to me at anna.lofthouse@mess.org.au . We are all here to help!

See you on campus!

Anna Lofthouse (she/her)
Education Officer, Monash Engineering Students society

Glossary

Before we begin, It's important to state some definitions for key words here at Monash. Here, you'll find a list of words and acronyms that are commonly used within your course.

Allocate+: Located within my.monash, Allocate+ is used to create your own personal timetable each semester. You can also access Allocate+ by simply Googling "Allocate plus Monash". You can also search online for "my.monash", then sign in with your university email and password for your okta account, and select the tile that reads "my timetable", and scroll to the button which reads "allocate+ login"

CATME: For most engineering units' group assessments, an online peer assessment system called CATME is used to rate your teammates. You and your group members are able to rate each other's performance on an assignment and leave comments for your lecturers to read. This is so that group assignments are marked FAIRLY. Your mark for that group assessment overall is adjusted accordingly based upon your CATME result. You will receive a Peer Assessment Factor (PAF), which is just a number to indicate performance. 0.95-1 is a normal result, whereas 1.1 means you did a great job, but possibly too much work. Anything below 0.9 generally means you are not doing enough for your group assignment.

Collusion: Collusion, like plagiarism, is when you submit an assessed task that is not entirely your own. Plagiarism is where, for example, you copy someone's JavaScript code and pass it off as your own. Collusion is where someone might send you their code, and you form your own code from that. Or, if you copied their code, but edited it to make it look like your own. You might hear very often from other students "I would love to help out, but that would be collusion". It is understandable for students to want to help each other and work together, but it is important to note the times where you can do this, and the times in which this would be a breach of academic integrity.

Core unit: This is a unit which is compulsory to finish a degree. For example, you cannot complete an engineering degree without having completed ENG1005, or Engineering Mathematics.

CPD: Continuous Professional Development (CPD) is a compulsory professional practice requirement for all engineering students at Monash. A written record of all your CPD activities and skill reflections are found on Student Futures under the 'Engineering CPD' tab. More detailed information on CPD can be found [here](#).

Echo360: A software which is used to store your recorded lectures. Your unit coordinators should upload this link to Moodle, otherwise you can login with your Monash student account [here](#).

Elective: A unit which is not compulsory to complete your degree. These may be core units for other degrees, but if it is not a core unit for your chosen degree, then it is your elective.

FaME: Friends and Mentors in Engineering is a program designed to help ease the transition from high school to university by providing every first year with peer mentors. See the section on FaME for more information.

Moodle Forum: This is a subset of Moodle. Once you click onto your unit page within moodle, generally under the “Communication” tile. Forums are like the subject’s blog page- your unit coordinator and other teaching staff will regularly post in these, and students are also able to ask for help on these forums. It is IMPERATIVE that you regularly check these forums as well as your emails. There are ways to turn these off if needed, also, more on that later.”

Jaffy: A term used often for first years. We will leave it to you to figure out what it stands for!

Used in a sentence: “There’s a surprising amount of Jaffy’s in the library this week, who would have thought first years were so good at studying!”

MOFF: Short for MESS Office. Located next to the Kenneth Hunt, opposite E3 and the Mechanical Engineering office, this is the place where you can ask us any questions. There will always be a MESS representative in the MOFF from 10am - 3pm, Monday to Thursday. We also have a microwave, kettle and sandwich toaster, so feel free to drop by anytime!

Moodle: Monash’s online learning platform. Moodle keeps you up to date with what is due and when. It is essential to learn how to navigate Moodle and check on each of your units regularly to see if there are any important announcements. You can also find pre-workshop content, discussions, online learning capture, online quizzes and assignment uploading on Moodle.

Okta/Okta Verify: The multi-factor authentication system that Monash uses to keep your information private and secure. Keep in mind that once you download Okta Verify onto your mobile/laptop device, there are steps you need to take if you wish to change that device- you cannot just “delete” the app or you could risk losing access to your Monash account.

Unit: Another word for a subject, such as “introduction to criminology”. These are named with unit codes, which consist of three letters and four numbers. For example, ENG1005, ATS1371, LAW1111. The first three letters indicate the field of study the unit belongs to. For the subjects above, that would mean Engineering, Arts and Law. The first number after the letter indicates what level, or generally “year” this unit is. For the above unit codes, they would all be level 1, or first year units. The rest of the numbers are indicators for which unit it is i.e. to distinguish ENG1005, a maths unit, from ENG1011, Engineering Methods.

SEFS: Student Experience Feedback Survey. This is a survey run mid-way through the semester, to allow you to give anonymous feedback and suggestions to unit staff. This feedback can help improve your experience within your units.

SETU: A Student Evaluation of Teaching and Units is a survey that allows you to give honest and detailed feedback on your units. These are important for improving your educational experience in engineering.

SWOTVAC: Study without teaching Vocational period. This means classes are over, and it is the week between the teaching period (when classes are held) and the exam period (when exams are held).

WES: WES is Monash's web enrolment system. WES is the place to view information based on your enrolment, fees/scholarships, student services and course progression. This is where your unofficial academic record as well as the exam timetable can be viewed.

WAM: The Weighted Average Mark is the method Monash uses to measure academic performance. Kind of like your overall grade. Results are weighted based on the credit points of the unit, and the year level of the unit. You may also see academic performance measured using GPA, although WAM is the primary measurement.

The Structure of Classes

Different subjects and classes will have different types of settings, to maximise the efficiency of learning. There would be no use, for example, having a class on coding if you don't have access to the computers that run the software!

Hot tip: Ask your lecturer or the MESS team if you need any of the textbooks- for some classes, you might, but **BE SURE TO SEE IF THERE IS A FREE EBOOK AVAILABLE FIRST!** Check the Monash library online portal [here](#) for advice on this! Otherwise, you will find that the lecturers provide more than enough materials anyways!

Titles of teaching staff (Descending by seniority):

Unit Coordinator

The unit coordinator is the member of teaching staff who oversees your unit. They oversee the course content, the assessments and their due dates, and the final exam. If, for example, there was an error in a mid-semester test, the unit coordinator would be the one to send out an email, or post on Moodle, to correct this error. If the assignment due date fell on a public holiday, and you were all required to present something during the class that would usually be held on this day, the unit coordinator would be responsible for communicating to the students and the rest of the class about when and how the assessment would be due.

It is a general rule that the unit coordinator is not the first point of contact for an issue you may be having with the class, unless stated in the "unit information" section of your unit on Moodle. However, do not be afraid to send them an email if you really feel as though it is urgent- the staff are there to help!

Lecturer

The lecturer is the member of teaching staff who presents the lectures (more on a lecture further down). Often the unit coordinator is also the lecturer, as in my experience the unit coordinators have taken on this role because they are very passionate about the subject they teach. Sometimes, the lecturer for weeks 1-6 will be different from the lecturer from weeks 7-12. This is something to take note of, as occasionally the resources for the lecture content, such as uploaded solutions to questions, and the style in which a lecturer might solve a problem, can be wildly different. For example, in weeks 1-6 you might have a lecturer who loves to upload videos of a question with a worked solution each week, but only has pictures on their lecture slides. In week 7 onwards, you might find that your lecturer only like to post the final answer to a question but provides great definitions in the lecture videos.

Often, if you have a question about the unit content that has troubled you for a while, speaking to your lecturer about it after class, or via an email, is generally the best way to work out a solution.

Demonstrator

Demonstrators are more often than not also lecturers but can sometimes be Unit Coordinators. They run Workshops, and “Demonstrate” the application side of a subject.

Tutor

A tutor is someone who runs a tutorial. There are often lots of tutors for a subject with a large cohort. In my experience, they are very well versed in the more advanced versions of the fundamental subjects you will be studying in first year. They often love to teach the “how and why” behind your course content, and endeavour to broaden the scope of what you are learning. Think of it as a lecturer but for a smaller cohort. If you have a problem, you have been slaving away over, and you would like someone to sit down with you and really explain the answer in depth, I would suggest asking a tutor during or after your tutorial.

TA (Teaching Assistant)

A teaching assistant is often a post graduate student who has achieved great marks at Monash for the subject you are undertaking, or a similar type of subject. They often act as roaming helpers in a Workshop, lecture, or tutorial. In my opinion, if you would like assistance on a workshop question or a specific example, they are the best people to ask first, since lecturers and unit coordinators often get hundreds of emails a day and TA’s, in my experience, are very good at replying quickly. My advice is to grab the email of a TA that you feel comfortable asking for help. Do this as soon as possible, and you will likely find it very helpful when completing assignments, as you can find similar practice questions in your course content, and email a TA for some advice, or guidance towards a solution.

Types of Classes

Lectures: Lectures are the classes which introduce content, similar to the classes you would have in high school, when you were learning a new topic. They would usually last about 1 hour, and there were generally one to three a week. Before COVID, these lectures were in-person, timetabled classes that were not compulsory to attend. They were always recorded with students in attendance. The lecturer, usually the unit coordinator, would often prepare a slideshow, “lecture slides/notes”, and present this slideshow to the class. Lecturers might possibly post some questions onto Moodle to work through in class.

Lectures were usually held in giant lecture halls, often with roughly 150 students in attendance. There were often few slots in the week for these lectures, sometimes there was even only one lecture time. This would be the time to take notes, as well as an opportunity to meet people in your course and work through the presented content together. Often, many of the other teaching staff in the unit would also be present to answer any questions.

Nowadays, since COVID, lectures are usually reposted from previous years, or the lecturers record themselves presenting to a camera and working through the lecture content. It is often expected nowadays that you watch this lecture content in your own time, BEFORE coming to class.

If you have on-campus lectures, it is best to bring something to write on (either a smart tablet, laptop or a book), a device to read and highlight the lecture slides on (or alternatively, printed-out lecture slides), a calculator, and a charger for your device.

Workshops: These are the classes designed to work through the content learnt in lectures. Often, the unit coordinator, or a demonstrator, will only talk for the first part of the class, and the rest of the class will be spent attempting questions. Pre-COVID, these were generally later in the week, but now these are generally the first classes you'll have in the week. There are usually two workshops in a week, with between 4 and ten possible time slots in a week, but every unit, and every year, is different. The cohort for the workshop is generally between 20-80 students, but again this also varies with the type of subject taught, the need for solving questions or exploring ideas, and whether the unit has a large cohort (for example, because the unit is a core unit for a certain degree). The marks for attendance at a workshop can vary. Sometimes you are assessed on attendance alone, sometimes you are only assessed for questions you may complete within the workshop, and other times they are not compulsory.

Tutorials: These are compulsory classes, either in the form of an assessment within the class, or via attendance. These classes will be like the classes you will have had in high school- around 10-30 students per class. There are usually lots of time slots available for tutorials throughout the week. These are usually taught by demonstrators or tutors. Usually, these are held for subjects where you can work through problem sets, like maths and physics, rather than units like coding, where you're normally working through one extended question. These classes are a great time to meet other engineering students and work through questions together in a quieter environment.

Practicals: Practical classes are the classes in which you apply your theory. They differ from workshops in that they are less about applying your work to theoretical questions, and generally implementing them into a real-life scenario- often a project. In first year, we had practicals in which we built a bridge made from spaghetti! We had to learn how to calculate the strength and flexibility of the spaghetti in lectures and workshops, and then actually build this bridge in the practical sessions! The same teachers who take the workshops usually take these classes, and TA's often roam around the classroom to help. Expect to be assigned into a group and expect attendance to be compulsory. These classes are as important to attend as tutorials!

Laboratories: The laboratories in engineering are usually once every 4-6 weeks. These are often classes where you complete a Practical Task (confusing, I know!) that you will likely need to write a lab report on. Think of it as the class where you do an experiment! In science electives, often compulsory for certain engineering streams, these tend to be more often- weekly, even. PLEASE BRING LABCOATS AND SAFETY GLASSES! If you already wear glasses, be warned that you need to buy the safety goggles too, and the bigger size is usually the only one that you are permitted to wear. Check on Moodle or with a staff member as to whether or not you will need to purchase anything before the laboratories start. With units in which you DO need to purchase a lab coat or safety goggles, the unit coordinators will likely reiterate as often as they can on this, so please pay attention to the weekly announcements on moodle!

Class Types

Class Name	Attendance assessed?	Recorded?	Assessment in class?	Many time slots to choose from?	Size
Lecture (Recorded)	No	Yes	No	No	N/A
What to bring?	Note-taking device				
Lecture (in person)	No	Yes	No	No	80-200
What to bring?	Lecture slides, note-taking device, Graphic or regular calculator (if involving maths)				
Workshop	Sometimes	Sometimes	Yes	Sometimes	20-100
What to bring?	Exercise book or similar note-taking app (notability or OneNote, for example), Non-graphic calculator and formula sheet (to get prepared for exam conditions)				
Tutorial	Yes	No	Yes	Yes	10-30
What to bring?	Notes from during the week, Exercise book or similar note-taking app (notability or OneNote, for example), graphic calculator (if allowed, there tends to be complex problems) and formula sheet (to get prepared for exam conditions)				
Practical	Yes	No	Often	Some, but not many	10-80
What to bring?	Exercise book or similar note-taking app (notability or OneNote, for example), USB if in a computer lab, practical questions if not.				
Laboratory	Yes	Sometimes	Class is usually for an assessment	No	10-20
What to bring?	Lab coat (if not provided), safety glasses (you will not be allowed in without), pen and pencil (likely to be using chemicals), lab manual				

A Guide to Campus

Monash has numerous places to get work done, and the best place to study depends on what type of work you would like to do. It might also be worth checking out the opening hours for each location if you're planning to study early or late, as the times are different for all locations and can change throughout the year (e.g. opening times may differ during SWOTVAC and semester breaks).

THE MOST helpful tip I can give you is to download the lost on campus app [here](#), and use that to navigate through the campus!

Learning and Teaching Building:

Located near the main bus terminal of Clayton campus, LTB has lots of rooms that can be booked for smaller groups. This is also where some of your classes are, so you'll be spending a decent amount of time here anyway. The lecture halls and workshop spaces are usually the biggest on campus, so expect many first-year core units to be held in here! The building is also open until midnight on weekdays, so if you find yourself needing somewhere to study late at night the LTB is for you!

Hot tip: The stairs leading up to the second level have some cool desks with chargers that you can study at, and the stairs further down have some wicked bean bags!



Woodside Building for Technology and Design:

A new building located at 20 Exhibition Walk, the Woodside building has more than 30 learning spaces and many rooms set up for collaboration and interaction. You'll also have some classes here, and it is a great place to take advantage of all the new study spaces and resources! It is basically a giant glass building- you can see the elevators! This building also has large lecture halls, also expect many first-year units to be held in this building- it is quickly becoming the engineering hub on campus!

Hot tip: There are some study spaces next to the large lecture hall on the lower ground that are practically soundproof, and right next to some vending machines with a pretty great selection of foods!



Hargrave-Andrew Library:

Located at 13 College Walk, the Hargrave-Andrew library (HAL) is the science and engineering library. With many engineering resources, prime location near engineering buildings, and the Secret Garden café below, this library is a favourite among many engineering students. There is also a wide range of computers on the first floor, and study spaces ranging from collaborative to super silent! If you are meeting friends to study for an assignment, or you are specifically in need of very quiet spaces to study, this is where I'd suggest you visit!

Hot tip: IF you're struggling with a subject, it might be worth checking if the library has a copy of the textbook you are using for your unit. Use the online link [here](#) to search and access any titles!



Sir Louis Matheson Library:

Located near the LTB, it is the art, education, and business library. It's normally deemed to be the nicest library at Monash and is generally very quiet. It has a great combination of quiet study spaces, computer labs and bookable small rooms.

Hot tip: This library is different to the Law-bry, which is the law library closest to the Menzies building.

Campus Centre:

The ground floor is home to most of the restaurants and food options on campus, as well as useful resources, such as Careers Connect. The first floor has open, social spaces where you can study with friends without having to worry too much about staying very quiet. The SURLY (Student Union Recreational Library, usually where you'll pick up your student ID from) and the "airport lounge" are located here, as well as the Monash bookstore.

Hot tip: Grafalis has the best coffee on campus and Neptune's is famous for its hot chips! Don't forget to check out Sir John's bar upstairs. There are also a few club offices in here, so be sure to check it out!

New Horizons Research Centre:

This building is the research hub of Monash. With mostly post-graduates and researchers in the building, many nice and quiet study spots can be found away from the buzz of the rest of the campus.

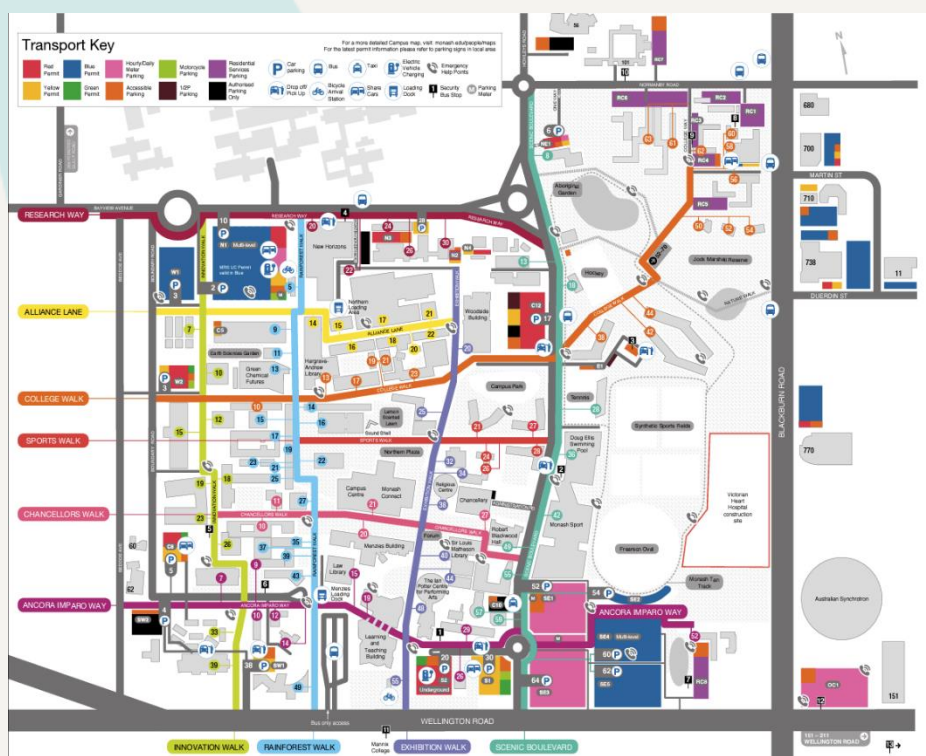
Hot tip: you likely won't have any classes in here, but it is located near the engineering parking block, N1.

Mess Office

A small office which always has a member of the MESS committee in it. Think of it like a student help desk run by students. It is located at the bottom of Kenneth hunt lawn, check out the map below. For the location!

Hot tip: we also have a microwave and a toastie machine there!

CAMPUS MAP



Academic Advice

When it comes to studying, university is certainly a step-up from high school. You've probably heard before that the work is harder, but the pressure is less. This is true in the sense that the work is harder, but your lecturers will be looking after you and 500 other students, so they will not check in on you if you are falling behind or forget an assignment- from now on, you are completely responsible for your own daily organisation with your academic work.

It can be both exciting and terrifying, but it will definitely take some adjusting to. Here are some tips for studying:

- Be prepared to put in extra effort in group work. In some groups everyone might contribute evenly, but this isn't always going to be the case. Remember not everyone is aiming for HDs.
- Engineering is very study heavy, to get good grades you really need to put the work in. Natural talent or intuition will not get you by. Your grade will almost always reflect your effort during the semester.
- Decide how you are going to study for at least the first few weeks, and develop a skeleton for storing your notes, worksheets, etc (i.e. empty folders, labelled notepads, etc). Decide whether you will use word, OneNote, Notability, a different online resource, or just pen and paper. It is helpful if you are going "Paperless" to stick a notebook in your bag just in case.

Below is an example of how your computer folders might be set up on a desktop, especially if you are going paperless:

- University
 - Semester 1 2023
 - Admin
 - Timetable.pdf
 - Special Consideration
 - Assignment extension ENG1005
 - DSS form
 - Other
 - Certificate of Education
 - O-Week Orientation lecture notes
 - FaME notes
 - ENGXXXX (Unit name here)
 - Lectures
 - Lecture Slides
 - Week 1
 - Week 2
 - Week 3
 - Lecture notes
 - Week 1
 - Week 2

- Week 3
- Workshops
 - Problem sets.
 - Week 1
 - Week 1 solutions
 - Week 2
 - Week 2 solutions
- Assessments
 - Assignments
 - Assignment 1
 - Assignment 2
 - Labs
 - Lab manual Practical 1
 - Lab report Practical 1
 - Weekly quizzes (written notes)
 - Week 1
 - Week 2
 - Week 3

- DO NOT leave all your study until SWOTVAC. DO NOT tell yourself “I’ll learn it in SWOTVAC”. You do not want to experience that kind of stress. You will fail your exam. Take the extra time each week to go through lecture material and ensure that you understand the theory. I recommend trying to have a weekly “study session” with mates, that way you’re taking the time outside of class just to revise.

- When in team assignments, it is so important to build a team culture. Teams work best and will get the best grades when you understand each other’s strengths and weaknesses. Have casual conversations about people’s outside lives- you could even help each other with the unit’s work. Be kind to them- they are likely going to rate your performance at the end of each assignment, which affects your grade.

- Help desk, help desk, help desk. Force yourself to go to the help desk within the first week of semester. Even if you don’t think you need it, you need it. Don’t be one of those people who get to SWOTVAC and only THEN realises what an amazing resource help desk is.

- Every weekend if you can, set aside a few hours to go over an old topic. My biggest issue was getting to SWOTVAC and not remembering a single thing from Week 1. It is a massive time saver in the long run. Just complete a few old worksheet questions, go over your notes, remember that one part of the topic you were struggling with. My advice is to plan your study during the week on a whiteboard on google calendar, something like “ENGXXXX Week 2-3 content revision, 6-8pm” and be specific about what you’ll be studying BEFORE you actually begin.

Academic Integrity

According to the Monash University website, plagiarism is “to take and use another person’s ideas and/or manner of expressing them and to pass them off as your own by failing to give appropriate acknowledgement”. These materials could come from anywhere, including reports, images, designs, code and lecture notes. Collusion is defined by Monash as “the unauthorised collaboration on assessable work (written, oral or practical) with other people”. This includes assignments, quizzes, code and exams. As a student, it is your responsibility to understand and avoid all forms of academic dishonesty, as any breaches will be taken very seriously.

Your first year units will walk you through proper referencing and citing, and also when and how you can work with other students without colluding. If you are ever unsure about this, you can always approach your tutors or lecturers for clarification.

To help ensure you are maintaining academic integrity, follow these tips:

- Always reference when you have used other’s work. The university has a software called TurnItIn- it AUTOMATICALLY scans for plagiarism and shows the marker the percentage of information you have copied from the internet. Do not think for a second that no one will notice. They always do.
- Write things in your own words (yes, you will hear this a million times and just replacing some words with synonyms is still plagiarism! TurnItIn is VERY VERY good!)
- If you haven’t changed the wording, then put it in quotation marks. I often use websites like “CiteThisForMe” to help with things like the correct way of referencing, and the difference between Harvard and APA style referencing.
- Don’t reuse work for different units, this is classified as self-plagiarism. Yes, TurnItIn will know, ESPECIALLY if it’s uploaded through moodle- TurnItIn never forgets.
- Don’t be afraid to study with friends! It is super helpful to discuss concepts, ideas, and worksheet questions as long as you aren’t collaborating for assignments. That is when you ask tutors or lecturers- they will tell you if they are not allowed to help you, so don’t be afraid to double check if there IS any advice they can give you. My advice is to find a similar question in lectures or problem sets, or even the textbook online. That way you can often get a clearer answers from staff and students on a concept/question/method WITHOUT cheating.
- Don’t. share. Code. Or. Assignments. With. Others. Even if they say they’ll ‘just read it for ideas’. TurnItIn knows if even a WORD is copied or pasted.
- Don’t write or edit the work of another student for individual work. Don’t do it. I’m serious. I know uni is stressful but being caught cheating is 1000 times worse than that. It is better to lose marks on an assessment, and become a better engineer.

- Never use sites like Chegg or Course Hero, especially for exams or assignments, as Monash tracks when their questions are put up, and can find the name, email account, mobile number, and IP address of any account that accesses these pages. It is classified as cheating, and the people answering the questions are often wrong.

For more information, head to the Monash academic policies page.

Academic Grievances

If an issue arises in a unit you are studying, there is a procedure that should be followed by all students. The steps of this process are outlined below.

Step 1 - Informal Direct Complaint

Contact the staff member involved (in-person or in writing). Most issues can be resolved by simply talking to staff. Do this as soon as possible.

Step 2 - Informal Escalated Complaint

If not resolved at step 1, take the complaint to a senior staff member of the unit (e.g. a chief examiner, course director, etc.). Again, this can be done in-person or in writing. I would suggest in writing, referencing any previous conversations had in the past about this.

Step 3 – Formal Complaint and Investigation

If not resolved in step 1 or step 2, lodge a formal complaint. Your grievance will be investigated by staff members without previous involvement with the complaint. You must complete a prescribed form and you should arrange an appointment with your student association (eg. MSA, MONSU, MGA) to help you with this. This needs to be completed within 6 months of the issue.

The Academic Affairs Officer is responsible for providing feedback to faculty about academic grievances. If you need any help along the way or believe this is an issue that affects many students, please don't hesitate to contact Lara Ozenir, the MESS Academic Affairs Officer, at lara.ozenir@mess.org.au.

Further information can be found at <https://www.monash.edu/student-complaints/how-to>.

Special Consideration

Special consideration is Monash's policy for students who miss assessments due to extraordinary circumstances. If you ever find yourself unable to attend an assessed class or complete an assessment for reasons out of your control, you should be eligible for special consideration.

You can usually find a form on each unit's Moodle page that allows you to apply for special consideration, otherwise get in touch with your unit coordinator. Each case is reviewed by faculty members and, if special consideration is granted, an appropriate solution is provided. Common outcomes include receiving an extension, completing an alternative assessment or, in the case of exams, having the exam deferred. For more information, have a look at the Monash website.

Where To Find Help

Help desks:

Most first-year core engineering units have help desks that run multiple times each week. This is the place to go to ask questions to lecturers/tutors for worksheets, assignments, and projects. Times and locations can be found in each unit's Moodle page.

Lecturers and Tutors:

Although they may seem intimidating and scary, lecturers and tutors are very helpful. They are always happy to answer questions and see students engaged in the content. Utilise the Moodle platform and forums if possible! You can find a staff members contact details online or in the unit guide. Most lecturers also have consultation hours.

PASS program:

Peer Assisted Study Sessions (PASS) are a great place to work through additional problems in groups and are led by competent older students who can help you and give extra tips.

Mess Office

If you ever need any help, or even if you're too nervous going through official channels and would rather ask another student about anything, PLEASE visit the MESS office or email me, Anna Lofthouse, at anna.lofthouse@mess.org.au.

Changing Units and Census Dates

You can swap out, or “drop” a unit in the first two weeks of the teaching period if it is an on-campus unit, or two days before the teaching period start date if it is an off-campus unit. Almost all engineering units are on-campus units. You just log in to WES and change your units as though you were selecting units before the semester begins.

If you swap out before the census date, you do not incur any costs for the unit you are swapping out of, and it does not appear on your academic transcript. You can withdraw from units before the census date of each semester without paying for that unit. This unit does not appear on your academic transcript. The census dates of each semester are:

For no fee, your units should be swapped by the census date:

• Semester one — March 31st • Semester two — August 31st

If you withdraw from a unit after the census date, you will pay for that unit, and it will still appear on your academic transcript. It will appear as withdrawn late, or withdrawn fail, depending on the date you withdrew.

After the teaching period ends, you cannot withdraw from units at all. You will just get a pass or fail grade.

Changing units is done through the WES. We recommend that you talk to Monash Connect if you have any questions about changing your units or withdrawing, especially if you are an international student. You can either submit an online form, or visit Monash Connect in campus centre, which may be faster than submitting a form.

Study Load and Underloading

The standard full-time study load is 24 credit points per semester. All engineering first-year units are 6 credit points, so most first-year students begin with a standard full-time study load of four, 6 credit point units per semester.

Each course also has a period of time in which the course must be completed. For a Bachelor of Engineering (honours), this duration is eight years. For most engineering double degrees, this duration is ten years.

If you are finding it difficult to balance your studies with other commitments, you can underload, which retains all the benefits of full-time study (such as government assistance like AUSTUDY) but reduces your study load to 18 credit points per semester (generally three units). You can underload by reducing the number of enrolled units in WES, although you will have to withdraw from these units too.

If you wish to underload, *you must do so before the census dates* (listed in the previous section). If you are an international student, the requirements for underloading are slightly different, so you should view the Monash website for some advice, or chat to the Monash Connect Virtual Assistant.

Whilst not many first-year students underload, underloading is totally normal and fine to do. Especially in engineering, it's a tough course! More engineering students end up underloading at some point in their degree than those who don't. You should not be worried about underloading if it will help you finish your studies by supporting your mental health or allowing you to continue other commitments. I promise you, nobody cares how long it takes you to finish your course- do not feel like you have to do four units every semester.

You should always speak to Monash Connect if you wish to swap to part-time study (a study load of less than 18 credit points per semester), as you may lose eligibility for government payments, such as Youth Allowance.

You are also able to overload, which involves taking more than 24 credit points (usually five or more units) per semester. This is highly discouraged, however, due to the very high workload.

You can also take classes over summer, however the units offered over this period are limited, so plan accordingly. This is also something to keep in mind if you fail a unit, and want to try and finish all your first year units in first year or something similar to that.

If you need any more information on underloading, please talk to me, anyone from MESS or visit the Monash website!

Classes Advice

Most of your classes will likely be in person, but some may still be online. Monash uses Zoom for all interactive online classes, and other software for less interactive lectures and workshops.

By following proper etiquette, you will be able to streamline your experience of learning and increase your relationship with other students and staff!

Zoom Etiquette

- Join 2-3 minutes before the start time. Use this time.
- to ensure that your microphone and webcam works, as well as double-check that you have everything you need (e.g. water, snacks, headphones, notes, tutorial questions, worksheets, etc.).
- Invest in some earphones/headphones with an attached microphone. Even cheap ones are often better than nothing! If you turn on your laptop microphone, others in the meeting will hear audio feedback, which reduces the quality of the class for everyone.
- *Engage where you would in person!* By participating in Zoom classes (e.g. answering questions, responding to polls, acknowledging others by using the 'reacts' function), it increases how much you gain from a class, as well as enhancing the learning experiences of your classmates.
- Turn your microphone off if you aren't speaking. Sometimes there is background noise that can be distracting and detract from the current speaker.
- Respect others during your Zoom classes. Even though others may not be able to hear/see you all the time, ensure you treat others in a way that you would like to be treated yourself. Do not use the messaging function inappropriately, you never know who can access your private messages!

Online Learning Environment

Your surroundings play a massive role in how much you get out of a class. Ensure that you are in a prime position to learn through the following tips:

- Ensure you are in a quiet, cool, and comfortable space. Try and avoid working from your bed, you will constantly need to move, and it messes with your sleep schedule!
- Isolate yourself from distractions. Put away any distractions, such as your mobile phone, TV, or loud siblings.
- Get yourself some water and possibly some snacks for your class. It is easy to forget to stay hydrated during online Zoom sessions, and you don't look organised to your tutor and classmates if you are walking around constantly grabbing things during your meeting!
- Wear clothes that are comfortable yet appropriate. This will help you focus and feel prepared.
- Ensure you have good lighting for your class. Put a soft lamp behind your laptop (not behind you) so your video comes through in higher quality.

In Person Classes

- Bring a backpack or a tote bag to class with all your stuff inside. You don't need a suitcase of things, but you also don't want to bring nothing.
- If you're bringing a laptop (which you almost definitely should) bring a charger! There are charging ports everywhere in the classrooms.
- Bring a folder for any loose paper or worksheets you might get.
- There are no uniforms at uni, but my general rule of thumb is to dress "Comfortably and respectfully". I like to wear trackies, a comfortable jumper and some runners on most days.
- If you're going to a lecture, I recommend double checking for lecture slides.
- Make sure you set up Cellopark if you are driving! Also, invest in a concession Myki if you are studying full time, or have a look on the Myki website to see if you might be eligible!
- No one cares if you're late to class. Don't stress too much if you get lost or can't make it on time for any reason. Don't feel like you need to email the unit coordinator because you'll be late to a lecture. Any classes where attendance is not assessed, this is not compulsory.
- Plan a night each week where you will prep for your classes in terms of writing down what needs to be done or printing off lecture slides.
- Yes, you can generally get away with sitting in on lectures that are not your own, but I wouldn't recommend it.
- There are microwaves on campus, so I recommend bringing a snack in a tub and some cutlery to uni. Fruit and energy bars are usually good too!
- Bring a water bottle!
- Don't forget your student ID- sometimes you need to scan it to get into a classroom.
- Try and make friends where you can- don't be afraid to go up to someone and say "Hi! My name's (your name), do you mind if I sit here?". I can guarantee you; everyone is just as nervous but willing to make new friends!

Using Moodle

Moodle is Monash's online hub for all unit content and submissions. Each unit has their own Moodle page, which will contain each week's content, any assignments and their accompanying information, general unit information, forums, and more.

If you need any information about a unit, Moodle should always be the first place you look. Additionally, each unit will organise its Moodle page differently, so it's always a good idea to familiarise yourself with each of your unit's Moodle pages.

There is a fabulous guide [here](#) from the Monash library website that gives great explanations about how Moodle works!

I would HIGHLY recommend reading this before the beginning of classes!

How to Change Forum Subscriptions

Most units will have two types of message boards, one where the unit coordinators make announcements, usually about classes or assignments, and one where students can communicate with staff and each other, which is used for asking questions about content or assessments.

For both types of message boards, all new posts are emailed to you. This often leads to your inbox being overwhelmed with 20+ emails in the span of a day or two, especially close to assignment submission dates, when students start asking more questions than usual. It can drown out important information and announcements, and lead to you missing emails that matter.

You are always subscribed to the announcements forums, and can't unsubscribe, but you can unsubscribe from the student forums. The following is a guide to reducing the number of these emails you receive, or even prevent them from being emailed to you altogether. You can still view these conversations on Moodle after you unsubscribe from them.

1. Select the Moodle page for the unit you wish to change your forum preferences for
2. Scroll until you see the "Activities" section in the sidebar and click "Open Forums"

You can then change your email subscription options for each student forum, or select email digest.

- a. Unsubscribing means you'll receive no emails relating to that particular forum
- b. Selecting a "digest" option sends you all posts as a daily with all the titles of the posts for that day (only works if you remain subscribed)

Clubs and Teams

What are clubs?

Becoming involved in clubs is one of the best ways to meet people and to explore new hobbies in uni. Clubs and societies are organisations run by committees of students, with each being built around an area of study and/or an interest area. Each of the clubs organise a wide variety of social and professional events and gatherings including camps, networking events, BBQ's, friendly competitions, conferences, and more for over 10,000 student members.

They are funded partly by the university but are mostly about uniting people who have things in common and helping to support other students who might in future share this commonality. There are clubs for what seems like everything- biomedicine, Italian, even circus!

Things to Know about Clubs

The following tips will vary from club to club or in specific circumstances and should be seen as a general overview.

- You don't have to have purchased a membership to a club to attend their events or meetings.
- Club memberships usually cost between \$5 and \$15, and can be purchased from the [MSA Clubs and Societies website](#)
- Club memberships often provide ticket discounts, access to exclusive events, voting rights for a club's committee, and the ability to run for a club's committee
- Most academic-based clubs/societies will use a Facebook page as their main way of advertising events or sharing information, however smaller, interest or hobby-based clubs will often have a more tight-knit community, and may use a discord group or a Facebook messenger chat to communicate with members

The Monash Student Association

The Monash Student Association

(MSA) is the largest student representative body at Monash and facilitates the running of all clubs and societies. It is also recognised as the means of communication between students and academic authorities at Monash, acting as a student advocacy group. It runs events, funds student publications, and provides academic and other support to students.

MSA+ can be purchased for \$10, and provides the following benefits:

- Reduces the price of all other club memberships by \$5 (so if you join two or more clubs you get your money back)
- Reduces the price of MSA events (usually by \$5) • Provides discounts to on-campus retailers
- You can purchase MSA+ [here](#).

Monash Engineering Student Society (MESS)

MESS is both Monash University's largest engineering-based club and largest student club, based on membership numbers. MESS has four different portfolios: academic, industry, social, and W&E (wellbeing and equity).

Our academic portfolio aims to support engineering students through their studies. FaME is a major part of the academic portfolio, connecting you with fellow engineering students to support integration into university. The academic team also runs workshops and seminars to help you with topics such as CPD and choosing your specialisation.

Our industry portfolio allows you to network with and learn about firms operating in engineering and engineering-adjacent sectors. Events, such as Beers with Engineers, allow you to practice networking with major industry partners, and resources, such as the careers guide, help you gain a better idea of working in industry after you finish your degree.

Our social portfolio runs all the events that MESS is most famous for. From our first year camp and our award winning cocktail night, to regular BBQs, our social team has many opportunities for you to make new friends and create amazing memories that uni students are always talking about.

Our W&E portfolio supports all engineering students at Monash in areas of mental and academic wellbeing. The W&E team, and everyone else at MESS, is always striving to support all student groups, including both onshore and offshore international students, disability-affected students, female students, members of the LGBTQIA+ community, and more.

[Join at Monash Engineering Student Society \(MESS\)](#)

Female Engineers at Monash (FEM)

Female Engineers at Monash (FEM) is a student-run society that aims to empower and support woman-identifying students. The club holds a variety of industry, social, and outreach events that provide personal and professional enrichment opportunities for our members while nurturing an environment in which gender diversity may thrive.

In 2022, FEM is keen to deliver a mixture of new events and timeless classics for all their members.

Everyone is welcome to attend FEM's industry nights (which always have a fun twist to make networking that little bit less daunting!), social gatherings, and technical workshops all year round. It is also FEM's 10th Birthday this year so they hope you will join them at their events throughout the year to celebrate this amazing milestone! FEM is reachable on Facebook, Instagram, LinkedIn or via email and they are happy to answer your questions anytime!

Coming to visit FEM's stall during O-Week is a great way to find out more about their values & mission, upcoming events and most importantly – how to become a FEMber or better yet, a committee member!

[Join at Female Engineers at Monash \(FEM\)](#)

Queers in STEM (GLEAM)

GLEAM is a student group for Queer+ identifying science, technology, engineering and maths students at Monash University. They offer opportunities for younger Queer+ students to create nurturing connections within the wider Queer+ community at Monash. We emphasise lasting friendships between students across year levels and industry connections with companies who are LGBTIQ+ friendly.

For students in earlier years, they focus on building relationships with older GLEAM members. This gives students new to university life a stable, positive experience. Who better to study with than someone who has already completed the subject? GLEAM is a safe space. (Being a member of GLEAM will not out you to your family should you join!)

[Join at Queers in STEM \(GLEAM\)](#)

Engineers Without Borders (EWB)

Engineers Without Borders (EWB) Monash is a local chapter of EWB Australia, which provides students with social events to meet and interact with like-minded individuals. EWB organises and runs a variety of engaging and diverse workshops and events to help members learn more about sustainable and appropriate technology engineering, with the opportunity to put your new knowledge to the test in EWB's annual Ideathon competition.

If you are interested in meeting like-minded individuals, taking part in meaningful volunteering experiences and developing a more culturally appropriate mindset to compliment your career aspirations, EWB Monash is the club for you!

[Join at Engineers Without Borders \(EWB\)](#)

Specialisation Clubs

- [Association of civil engineering students \(ACES\)](#)
- [Materials Engineering Society \(MATES\)](#)
- [Mechatronics Engineering Clayton Club \(MECC\)](#)
- [Monash Aerospace and Mechanical Engineering Club \(MAMEC\)](#)
- [Monash Engineering and Pharmaceutical Science Society \(MEPSS\)](#)
- [Monash Environmental Engineering Society \(MEES\)](#)
- [Resources Engineering Student Society \(RESS\)](#)
- [Society of Monash Electrical Engineers \(SMEE\)](#)
- [Society of Monash University Chemical Engineers \(SMUCE\)](#)

Student Teams

Student teams differ significantly from clubs and societies. Student teams are multidisciplinary teams that work together to achieve a goal, such as creating the highest-flying rocket (Monash High-Powered Rocketry) or designing and competing with Formula-style cars (Monash Motorsport).

To join a student team, you must apply for an open position, which can be found on their website or social media page. Usually, teams will recruit members at a single point in a year.

While it is possible to join a team as a first year, teams often recruit engineering students who have begun to specialise, so keep an eye on any teams you want to join but know that you may have to wait until you are further into your degree to join.

Student teams also require a time commitment each week, which can range from 5 hours to upwards of 20 hours a week. Many students who are heavily involved in student teams underload (taking only three units per semester) so that they can work in their team. Student teams provide amazing opportunities to practically apply engineering skills you are learning in your units and give great experiences to add to your resume when applying for internships or graduate roles.

The Monash student teams webpage is [here](#).

Here is a list of the student teams currently running at Monash:

- [Monash Brewlab](#)
- [Monash Carbon Capture and Conversion](#)
- [Monash Connected Autonomous Vehicle](#)
- [Monash DeepNeuron](#)
- [Monash Forge](#)
- [Monash Fuel From Waste](#)
- [Monash High-Powered Rocketry](#)
- [Monash Human Power](#)
- [Monash Motorsport](#)
- [Monash Nova Rover](#)
- [Monash Solar Decathlon Team](#)
- [Monash Solar Water Team](#)
- [Monash Uncrewed Aerial Systems](#)
- [Monash Young MedTech Innovators](#)
- [Precious Plastic Monash](#)
- [Robogals Monash](#)

Specialisations

An engineering specialisation is which stream of engineering you want to take. They are:

- Aerospace
- Biomedical
- Chemical
- Civil
- Electrical and computer systems
- Environmental
- Materials
- Mechanical
- Robotics and Mechatronic
- Software

Choosing your engineering specialisation may seem quite daunting but you have plenty of time to consider your options. You don't need to select your specialisation until at least the end of your first year.

MESS also runs a specialisation fair in semester 2 where students from each stream share their experience and knowledge on the subject.

Aerospace Engineering

Aerospace engineering delves into the main aspects of flight: structure, propulsion, and design, to provide a base knowledge to apply to industry. While aerospace engineering is a relatively niche degree, it's worth getting into if you have an interest in aircraft or rocketry, as there is a lot of hands-on content and applicable knowledge! There is also a strong basis for computational methods and 3D design which can be used in other fields, particularly within the mechanical engineering industry. If you enjoy learning about how things work, specifically powered flight, aerospace is a great choice!

— Karina Finlayson, 4th year aerospace engineering

Biomedical Engineering

Biomedical Engineering is a new specialisation that opens up a world of possibilities in the healthcare and medical technology sectors. The structure of the degree is like Mechatronics on the engineering side, with units from ECSE and Mechanical engineering, such as robotics, programming, circuits, and deep learning. Biomedical Engineering also provides opportunities to learn about different aspects of biomedical science, including units in developmental biology, neuroscience, and physiology. If you are interested in shaping the future of medical aid as we know it, Biomedical Engineering is the specialisation for you.

— Hannah Tay, 2nd year biomedical engineering

Chemical Engineering

Despite what the name implies, chemical engineering is not really about chemistry! Chem eng looks at processes, and how they can be designed and improved. We rely on processes for almost everything we do, and it's important that these processes are efficient and sustainable. Chemical engineering is a challenge, but if you are passionate about energy and sustainability there's no doubt this is the specialisation for you.

— Luke McVicar, 4th year chemical engineering

Civil Engineering

Civil Engineering is a very diverse specialisation than most would expect and goes into much more than the spaghetti bridges you may build in first year. Civil branches into four 'minor' specialisations which include structural engineering, traffic engineering, geomechanics/geotechnical engineering, and water engineering. Within the 3-4 years of your specialisation, you will take multiple units that relate to each of these areas, helping you to determine which area most suits you. Civil is the perfect specialisation for those who are keen to assist the change of the built world around them for the better.

— Courtney Papa, 5th year civil engineering

Electrical and Computer Systems Engineering

Electrical and Computer Systems Engineering (ECSE) is an exciting specialisation that has a bit of everything. ECSE is not just about resistors, LEDs and breadboards. In second year alone you will improve your understanding in a range of areas including signal processing, probability models, computer organisation and programming. Whether you are interested in Robotics and AI, Wireless Telecommunications or Smart Power Systems, research in ECSE spans a wide variety of disciplines. If you are looking for a challenge and enjoy units like ENG1013, then ECSE is the specialisation for you.

— Amy Liberman, 4th year ECS engineering

Environmental Engineering

Environmental Engineering (ENVE) is an invigorating specialisation that offers some very interesting pathways and opportunities. It is not just about planting trees and trying to evaluate what plot of land is best to plant a community garden. You will walk away with a degree providing you the skills and knowledge to design energy efficient, social impact focused buildings, land contamination assessment and remediation processes and a wider understanding of civil and chemical specialisations. After you finish your degree opportunities to work in delivering major projects, work in designing buildings, helping businesses decarbonise are just some of the pathways you can take. If you have a strong interest in applying your engineering knowledge to work in a field that can have a long lasting positive impact on the environment, ENVE is for you!

— Max Peethamparam, 5th year ENV engineering

Materials Engineering

Materials engineering explores the structure of materials on an atomic level and how this structure correlates to different properties. It also involves learning how to change the properties of materials through different processing techniques, as different techniques result in different atomic structures. The goal of materials engineers is not only to make new materials, but to improve upon the ones we already have by making them stronger, lighter, more functional, more sustainable and more cost-effective.

— Billie Bennet, 3rd year materials engineering

Mechanical Engineering

Mechanical Engineering is a broad specialisation of engineering that revolves around the design and analysis of anything that moves. This can range from working on wind turbines, cars, biotechnological devices, aircraft, water systems and computer automation just to name a few. Through your studies, you will learn about Fluid Mechanics and Aerodynamics, Thermodynamics, Mechanics of Materials, Design Processes and Control Systems, applying each of these areas of study to the analysis of different mechanical systems. Mechanical Engineering combines both the analytical side of engineering through mathematics and physics with the freedom of design and computer-aided design to produce dynamic and creative solutions to engineering problems. Whether you are interested in the development of new forms of renewable energy, the design of life-saving biomedical equipment or even wanting to travel the world as a race engineer in a Formula 1 team, Mechanical Engineering is the path for you.

— Nick Grossi, 4th year mechanical engineering

Robotics and Mechatronics Engineering

Mechatronics epitomises the idea of a “jack of all trades”, giving students an opportunity to complete Mechatronics, Mechanical, and Electrical units. If you’ve got an interest in one or all the aforementioned areas, mechatronics is the specialisation for you.

Monash’s mechatronics specialisation splits into two streams, automation and AI, however they only differ by a few units. The automation stream enables students to understand manufacturing operations, power systems, and changing technologies through the study of areas such as dynamical systems, modelling, and control. The AI stream focuses more on electrical units and develops understanding on the underlying software and electrical systems that go into designing intelligent robots and machine learning systems.

— An Qu, 3rd year mechatronics engineering (automation), and Maddy Armstrong, 3rd year mechatronics engineering (AI)

Software Engineering

Software Engineering is a specialisation that’s reputation tends to be misleading. It is very abstract to those that have never done anything coding related. However, there is much more than what meets the eye. In this specialisation you start by gaining a basic understanding of how to code, how machine programs work and even how to understand and read other programs. Later in the course the topics become more project based, you work together with others whilst applying your technical knowledge of things such as; web development, different algorithms and data structures and computer architecture. If you like problem solving and are an analytical thinker then Software Engineering is definitely something you should try! It may seem daunting at the beginning, but then becomes rewarding later.

— Rachel Knowles, 4th year software engineering

Other Resources

FaME

Monash wants every student to feel welcome and supported right from the start. That's why every first-year student is matched with two peer mentors from the Faculty of Engineering to ease their transition to university life and help them build friendships. This program is known as Friends and Mentors in Engineering (FaME).

As a new student, you'll be grouped with other first-year students to receive support from a peer mentor. Your mentors will be experienced students who can share knowledge and answer your questions about university life. They can show you where to find programs, resources and services at Monash, so that you can have an enjoyable and successful first year.

Beyond this, mentors will check in and offer support at various times. Throughout the program, there will be social events and professional development opportunities for both mentors and mentees to attend. Your peer mentors will be in touch just before the beginning of O-week.

PASS

The Peer Assisted Study Sessions (PASS) program is run by Monash to help first year students study for their classes. Each session is run by a PASS Leader, who has excelled at that unit in the past. They impart useful study skills, encourage an active university life, help mentees make friendships in class, and motivate students to achieve desired results. PASS classes are an hour long each, but attending a PASS class is equivalent to about three hours of study, considering you are able to access exam style questions, and receive personalised help for any concepts you find difficult.

You can check [here](#) to find a list of all units offered by PASS.

You can sign up to PASS through Allocate+. If a PASS session is fully booked on Allocate+, there is no harm in rocking up at the assigned time and place as you can usually join in.

Support Services

Monash offers a great variety of resources for any problems you may have. My suggestion is to either call Monash connect, or chat with the online chat box, and you will usually get an accurate response.

Alternatively, [here](#) is a list of resources Monash engineering has to offer.

International Students

Here are some top tips/advice for you international students to help you cope in university life:

- Don't be afraid to talk in class because you think your English is bad, it is unlikely that anyone cares about your grammar as long as they can understand you!
 - If you're looking for ways to improve your English skills, English Connect is a good place to learn! Click [here](#) for more information.
- Make use of all the support services Monash offers and don't be shy to talk to the staff! If you ever come across any issues or challenges, contact Monash Connect by phone at +61 399 026 011 or visit them in the campus centre. They will definitely try their best to help you.
 - International Student Engagement (ISE) is another team, part of Monash Connect, that counsels and helps international students in a range of different issues (excluding administration) that include financial challenges, studies, personal challenges, or rental issues. Reach out to the team by sending an email to iss@monash.edu or by phone at +61 399 056 267
 - Rental rights and accommodation help: if you need help or advice on getting accommodation or if you have issues with the landlord & you need advocacy, you can contact the MRS team by email: mrs.offcampus@monash.edu.
 - [Career connect](#) also provides you with a lot of resources to equip you in the world of work from workshops to make your profile stand out, building your skills and even provision of jobs both locally & overseas.
- Work: Whilst it is not so hard to get a part-time job in Melbourne, it is important to know that you are entitled to many rights and protections at the workplace so that you won't be exploited. Australia has the highest minimum wage in the world (currently \$20.33 per hour!) so make sure you do not get paid under that amount.
- Finally, if you ever feel lost, remember that it is perfectly normal to feel so. Uni life is meant to be a transformative experience, especially for international students who leave so many things behind to move to a new country - let yourself to be transformed!
 - Jesslyn Soegiharto, MUISS Education Officer 2022

Disabled Students

MSA D&C is your group of student representatives who can raise issues you have in regard to the university/your studies. We provide student advocacy, solidarity and a safe space for you. There is a D&C lounge located in the Campus Centre where students of the D&C Collective are welcome to rest, study, or just escape from the hustle and bustle of uni life. Other than this, we aim to hold events and activities to educate students and staff on disabilities and issues people with those disabilities might experience. We are here to make

your experience at uni as accessible and comfortable as you need it to be as a disabled person and/or as a carer.

Note: you don't have to have an official diagnosis or be registered with Disability Support Services to be part of D&C.

We're a group of students who are:

- Disabled
- Neurodivergent (eg. Autistic, ADHD)
- Invisibly disabled (we don't all use mobility aids!)
- Chronically ill
- Mentally ill
- Carers (helps a disabled person with the activities of daily living)

Carers are people who help disabled people with activities such as dressing, lifting, showering, toileting, feeding, or providing other support with everyday tasks. People that study health related fields are valuable allies but are not carers for that reason alone (according to the Carer Recognition Act 2010). But there are disabled people and student carers studying in those fields as well!

If you want to connect with other students, join the [MSA D&C Collective Facebook group](#).