### **International Students**

International students are warmly welcomed at Endeavour College. As a visa requirement, international students are required to meet certain criteria. For more information about these requirements or for enquires regarding to matters with the potential to impact your CoE (Course Progression, Adding or Dropping Subjects or Deferral Requests), please connect directly with our International Student department via help.endeavour.edu.au

## **English as Second Language**

Students who identify with English as a Second Language (ESL) are eligible to register for the ESL program which includes the provision of 'reasonable adjustments' to assist a student to equally participate in College life and course requirements. An example of reasonable adjustments for students who identify as ESL may include the provision of additional exam time or the use of a dictionary to assist in the completion of exams. All courses at the College are delivered in the English language and it is essential that a student has language, literacy and numeracy (LLN) skills sufficient to successfully complete assessments at the higher education level as reflected in the Australian Qualifications Framework (AQF). For more information please contact student services via help.endeavour.edu.au

### **Careers**

Endeavour's Careers team assists students to identify their values, career goals and the actions they need to take while studying which will enhance their successful transition to employment. One-on-one consultations are available with a Careers Coordinator to discuss career planning and advice. Students have access to the Endeavour Careers Jobs Board, Industry Events Board, educational careers webinars, business masterclasses and employment preparation resources.

For more information visit **endeavour.edu.au/careers-service** or contact the Careers Service on **careers@endeavour.edu.au** 

### **Clinics**

The Endeavour Wellness Clinics are located on every Endeavour Campus and are open to the public 6 days a week. Clinics are staffed by senior students from the college and provide individualised care under the supervision of qualified clinicians. Clinics offer fully stocked dispensaries with a wide retail range and help to create industry-ready, confident student-practitioners. We invite you to visit your local clinic and take advantage of the great health treatments on offer to support you across your studies For more information please go to **endeavourclinic.com.au** 

#### Contact us

### **Support Teams**

**Q** help.endeavour.edu.au

#### **Student Services**

**L** 1300 462 887 (choose option 2)

#### TalkCampus App

**Q** students.talkcampus.io/endeavour-college

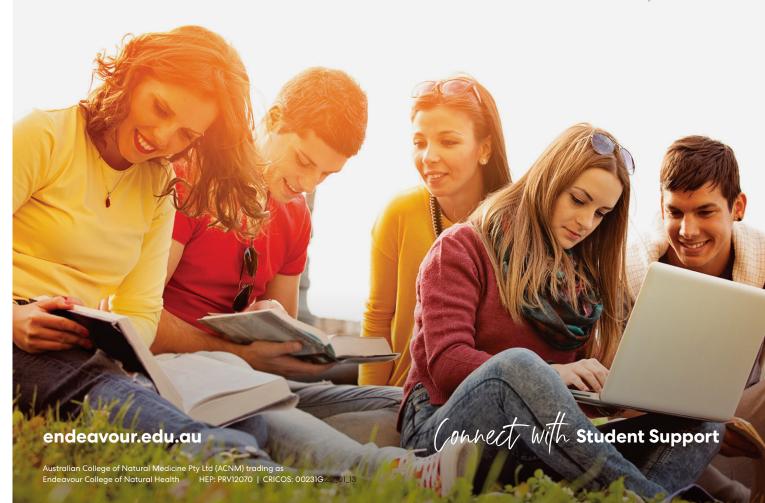
### Studiosity (24/7 study support)

LMS > Help > Studiosity



# **CONNECT WITH**

Student Support



### **Student Services**

Student services are here to connect you with essential support services throughout your educational journey.

Student Service Advisers are available on campus Monday to Friday, 8am-4pm (excluding campus closure dates). If you have a specific question that you would like to cover in detail you can book a consultation via the LMS (help > consultations > Student Services). The student services team can also be contacted on 1300 462 887 (option 2) or via help.endeavour.edu.au

### **Student Success**

The Student Success Team helps support you throughout your learning journey with information on course progression, study load management and overall wellbeing. You can book a consultation via the LMS (help > consultations > Student Success) or contact Student Success via help.endeavour.edu.au

## **Access & Equity**

The Access and Equity Program (AEP) connects students with a disability, mental health or medical condition with support services that facilitate fair and equal participation in all areas of College life. The AEP provides educational opportunities through the creation of personalised Reasonable Adjustment Plans which can include academic support, structured learning plans, accessible facilitates and adjusted teaching and assessment practices where reasonably possible.

To download a copy of the Access and Equity Program Registration Form head to **endeavour.edu.au/current-students/support-services/access-equity-program** 

For further information about the Access and Equity Program connect with student support via help.endeavour.edu.au (Help > Student Services > Access & Equity).

### **Policies**

Policies are the ruling governance of processes and procedures at the College. Take the time to read through the Policies to familiarise yourself with the requirements, responsibilities and rules of the College.

To find a copy of all current policies head to **endeavour.edu.au/ policies-and-procedures** 

For any further information regarding College Policies connect with our support teams via **help.endeavour.edu.au** 

### **Student Portal**

The Student Portal is your administration site. You can check your enrolment history or subject results, check your timetable and enrol in new subjects, access forms and policies and receive notices from the college via your Student Portal.

You can access your Portal at portal.endeavour.edu.au

### **Examinations**

Examinations are an important part of College life and are the perfect time to display the breadth of knowledge you have gained over the semester.

The Campus Examination Timetable is published for all final written exams at least 6 weeks prior to the final examination period. You can view the Final Written Examination Timetable via the Resources & Links section of the Student Portal. Students will be notified of the timetable release via the Student Portal and LMS.

Online students can refer to the Online Study Calendar for the scheduled Final Examination week. The date and time will be posted to the Noticeboard and The Loop of the subject within the LMS at least 6 weeks prior to the examination week.

All written examinations will be performed using Respondus LockDown Browser and will be open in the LMS for a scheduled window of time. Once started, examinations must be completed within the required exam timeframe. All written final exams will be scheduled during Weeks 16 and 17 of the semester. Students need to keep these two weeks clear of commitments until the exact date and time of final exam is published.

Students are required to bring and show their Student ID card to all examinations (or other Photo ID such as driver's licence or passport if Student ID card is not available).

For any further information regarding examinations please connect with our Examinations team via help.endeavour.edu.au (Help > Examinations Assistance).

## **Timetabling**

The Timetable Team are here to assist with matters such as:

- > An inability to allocate yourself to a subject or class
- A clash of subjects (where subjects are in the same semester of the course structure)
- A timetabled subject does not appear for selection in 'Manage Enrolments'

You can submit a request for Timetable assistance via **help.endeavour.edu.au** 

### **Learning Management System**

The Learning Management System (LMS) is where you will find all of your course information. Through your LMS you can access your course materials or submit assignments, book consultations, view your subject outlines and access a wide range of support tools.

To set yourself up for success from the start, access the Orientation Module found in the **LMS (LMS > Learning Resources > Orientation Module)**. This module will help you navigate through your first few months at the College.

You can access your LMS at learn.endeavour.edu.au/portal

## **Academic Support**

Our Academic team are accessible to help you with your studies. Our subject experts are available to meet with you one-on-one or in small groups to help you with academic subject matter.

Optional group tutorial sessions are held weekly for several of the subjects you will undertake as part of your degree. These tutorial session are designed to step you through the major concepts you learned that week and to help you develop specific strategies for effectively learning the content.

You can book a consultation with an Academic Supervisor via the LMS (help > consultations).

## **Studiosity**

To support students in their studies, we provide personalised study help, anytime of day or night and even on weekends with the help of Studiosity. This is a free service for all Endeavour students and allows students to receive detailed, personalised feedback in less than 24 hours, or the opportunity to chat live with a Subject Specialist to work through a study problem right away. You can access Studiosity through the LMS > Help > Studiosity.

## **Talk Campus**

Endeavour provides access to TalkCampus, a free to download peer support app for students who are struggling or worried about their mental health. It's accessible 24 hours a day, 7 days a week and free of charge for all current Endeavour students.

Q students.talkcampus.io/endeavour-college

## Library

The Endeavour Library service boasts a dynamic and expansive collection of books, ebooks, and materials to assist you in your studies. The dedicated library team offer research and referencing skill sessions to assist you in finding resources, and citing them correctly.

Library databases provide thousands of scholarly research articles, ensuring you have all the resources you need for your assessments. Our experienced and qualified staff regularly update learning resources to ensure you have the resources you need to complete your studies.

The library also provides computer, printing and photocopier facilities for students. You can contact the library team in person, phone or via the virtual librarian chat function or book a one-on-one meeting with your local librarian. You can access library resources via the LMS (LMS > Library).