



Faculty of Arts and Social Sciences

School of Social Sciences and International Studies

Dear Postgraduate Student,

Welcome to the University of New South Wales. Congratulations on gaining entry into the School of Social Sciences and International Studies Social Development Program. If you are a continuing student welcome back! If you are joining one of our courses from another Program we also extend you a warm welcome.

This letter provides you with details regarding your enrolment if you have not already successfully enrolled for your Session 1 courses. It also contains very important information about the beginning of Session 1.

Program Coordinators

Dr Eileen Pittaway and Dr Linda Bartolomei are co-coordinators of the Master of Social Development program. They are available to provide you with guidance on your program and can answer any queries you may have regarding the direction of your studies.

Contact details are as follows:

Dr Eileen Pittaway

Ph: 02 9385 1849

Email: e.pittaway@unsw.edu.au

Dr Linda Bartolomei

Ph: 02 9385 1859

Email: linda.bartolomei@unsw.edu.au

Enrolment for Session 1

As Eileen and Linda will be away on field research throughout February, should you have any queries regarding your enrolment during this time please contact Rebecca Eckert, on 02 9385 2012 or email rebecca.eckert@unsw.edu.au.

Rebecca lectures in the Master of Social Development program and will be happy to answer any enquiries you may have.

Courses

Depending on the program and plan you are enrolled in, the courses you will enrol into for Session 1 will vary. For details on the appropriate courses for your program please refer to the postgraduate student handbook at: <http://www.handbook.unsw.edu.au/postgraduate/2011/> You can use the search tool to look for your program and plan.

If you are studying part time and have any queries regarding your enrolment program, please contact Rebecca on the details above.

To Enrol:

You will need to access the main university website <https://my.unsw.edu.au> and proceed with your enrollment. Once in the website you click on the "Accept online" icon (located in the middle of the page) and continue through the prompts.

Please Note: You must do this even if you have already accepted your UNSW offer through other means. If you have already accepted your offer online then simply proceed with your enrolment into your courses for Session 1.

What you Need:

- **UNSW Student ID** - This is a seven digit code that is located on the top right-hand corner of your offer letter.
- **UNSW Academic Program Code** - This is the four digit Program Code (e.g. 8939 - Master of Social Development) in the Program Details table on the first page of your offer letter.
- **Date of Birth**

Steps to Accept & Proceed with Enrolment online:

- **Step One:** [Create Your UniPass](#)
- **Step Two:** [Log In to myUNSW](#)
- **Step Three:** [Accept and Enrol Online](#)
- **Step Four:** [Log Out and Activate Student Account](#)

If you are having problems with your online enrolment you may wish to contact the Enrolment Centre on: 9385 1110 or email your problem to:- enrol@unsw.edu.au

Enrolments are currently only open for Session 1. You will receive notification to your student email of the timeline for Session 2 enrolments, expected to be around May.

Teaching

The Master of Social Development is taught by a dynamic team of respected academics who are also at the front line of national and international social development practice. Some courses are team taught by two members of the academic staff, others by different staff at different times. A brochure on the team teaching brochure and details on some of the staff who will be teaching in 2011 will be emailed to you at the beginning of next week and will also be available on the School website.

Session Details

Session 1 commences Monday 28th February 2011. Classes are run on Tuesday and Wednesday late afternoons and evenings. Courses are offered in a range of seminar times. Please enrol into the seminar time that suits you for each course in which you are enrolling.

Saturday Workshops

Intensive Saturday workshops form a component of many courses. Students are expected to attend the workshops which are held in lieu of a set number of evening classes during the session.

The following Saturday workshops will be held in Session 1.

Saturday 5th March 9.30am-4.30pm All students enrolled in SOCW7850 Issues and Policy in Social Development, SOCW7851 Community Development, SOCW7852 Politics of International Aid and SOCW7855 Rights Based Project Design and Evaluation are required to attend this Saturday Human Rights Seminar.

Saturday 1st April 9.30am-4.30pm - SOCW7852 Politics of International Aid

Both workshops will be held in CLB1 – Central Lecture Block 1.

Internships

A series of both local and international internships will be offered for the Master of Social Developments in Session 1 and Session 2. The internship course aims to provide students with the opportunity to participate in a practical experience relating to social development, human rights and refugee studies. Interviews for internships will commence in March.

If you are interested in undertaking an internship (SOCW7885) as part of your program, please review the attached documentation. Email enquiries regarding internship opportunities can be sent to Effie Mitchell at e.mitchell@unsw.edu.au

Projects

With the approval of the program coordinator, students may undertake a project course (SOCW7858, SOCW7859, SOCW7882) as an elective component of their program. A project is a report of 10,000-12,000 (max) words on research and / or evaluation of a matter or program of relevance to social development. The aim of the project is to allow students to pursue a topic of interest in some depth, to prepare a paper for an NGO or agency involved in social development and/or analyse or evaluate a relevant policy or program.

If you are considering undertaking a project, it is important that you contact the program coordinator, Dr Linda Bartolomei on linda.bartolomei@unsw.edu.au as soon as possible to discuss your options. Often additional lead time is required in the preparatory stages before commencing your project. Further information on project courses will be distributed to students at the beginning of session.

Website

Please check the School of Social Sciences and International Studies website regularly for important information and announcements regarding your program.

<http://ssis.arts.unsw.edu.au/>

Course outlines will be available in the first class and can be downloaded online at

<http://ssis.arts.unsw.edu.au/course-outlines/>

Outlines will be uploaded in the week before session commences.

Communication

The School will regularly communicate with all students via their student email, eg. z123456@student.unsw.edu.au. You can arrange to have your student email forwarded to your personal email or alternatively to check your email through MyUNSW.

Academic Skills

A range of academic skills support options are available to students. The university has a Learning Centre, based in the library, where students can access resources and workshops to assist them in their studies. On Saturday 12th March 2011, the Learning Centre will be offering a special workshop for postgraduate course work students.

For further information go to <http://www.lc.unsw.edu.au/pgday.html>

An academic skills booklet specific to social development students will also be issued to all students in the first week of class. This provides important information to assist you in strengthening your skills to study at a postgraduate level. It also includes details of the referencing style used in the program.

Maps

If you are not familiar with the Kensington campus, the following link will take you to a map of the campus – a very important document to have!

<http://www.facilities.unsw.edu.au/Maps/maps.html>

Orientation Week Events

Postgraduate Coursework Orientation

Faculty of Arts and Social Sciences Postgraduate Coursework Welcome

Wine and Cheese Reception

Date: Tuesday 22 February

Time: 5:30-7:30pm

Location: Mathews Pavilion (map Ref 24)

Campus map: www.facilities.unsw.edu.au/Maps

RSVP: fassevents@unsw.edu.au by 16 February

Or register online at www.arts.unsw.edu.au

UNSW Postgraduate Coursework Official Welcome

Date: Wednesday 23 February

Time: 6:00-7:00 pm

Register online at <http://www.oweeek.unsw.edu.au/events/new>

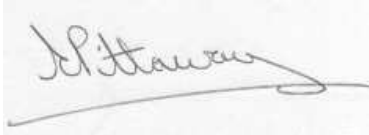
For other events you might find helpful during orientation week. Please go to

<http://www.oweeek.unsw.edu.au/>

If you have any further questions please do not hesitate to contact Linda Bartolomei on 02 9385 1859 or via email linda.bartolomei@unsw.edu.au. Alternatively you can contact Rebecca Eckert on 9385 2012 or via email: rebecca.eckert@unsw.edu.au

Best wishes for your studies in Session 1. We look forward to welcoming you to the program.

Kind regards,

A handwritten signature in black ink, appearing to read "E. Pittaway", with a long horizontal flourish extending to the right.

Dr Eileen Pittaway
Program Co-coordinator

A handwritten signature in blue ink, appearing to read "Linda Bartolomei", written in a cursive style.

Dr Linda Bartolomei
Program Co-coordinator