

RES025_Pre-departure and On-arrival Checklist

SECTION 1: Pre-Departure

Before You Leave Home

- Ensure you have received your Student visa grant
- Be sure to understand your [visa and it's conditions](#)
- Arrange travel and flight tickets
- Arrange accommodation
- Arrange transport from Melbourne Airport to your accommodation
- Arrange Overseas Health Cover (OSHC)
- Arrange for travel insurance if required
- Arrange for immunisations and/or medication from your doctor. Have your eyes tested and a dental check-up done.
- Research about the weather and life in Melbourne
- Pack your bags for the trip
- Check the [items you can bring in Australia](#), declare on arrival and items you cannot bring in Australia
- Documents – Passport, Visa Copy, eCoE, Letter of Offer, Copies of previous qualifications and other important papers
- Money
- Prescribed Medication (if applicable)

Coming to Melbourne

The idea of moving to a new place can be daunting yet exciting. It may fill you with joy or with nerves! Melbourne is a city filled with opportunities and it is a brand-new world.

The process of settling in may take days, weeks or months. Preparation is a must. Research Online. Build up your ideas and knowledge of how things will work when you move to Melbourne. Collect information on schools, accommodation, food and entertainment, health services, travel, etc.

There are many online blogs, websites, social media groups and forums that offer advice for moving to Melbourne and how best to settle in. Make note of important contacts. A familiar voice and mindset might come in handy at times – you never know.

Here are some of our tips that you could do before you travel to Melbourne which may help you feel at home sooner:

Book your flight

Once you receive your student visa, it is time to book your flight. This will allow you to sort out your accommodation, finances, understand the city and its transport system and to settle in your new environment before the start of your course.

If there is any delay in your travel, please send us an email to support@danford.edu.au to inform regarding your arrival date.

Book your accommodation

Finding the right accommodation in the right location and the right price can be a challenge.

It is best recommended to book short-term accommodation before you arrive in Australia, and look for longer-term options when you arrive. This allows you time to explore the neighbourhoods and view the properties, and can help you choose an option that best suits you. Temporary accommodation includes budget hostels and hotels. Below are the some of the Useful website to help find you temporary accommodation:

- [Airbnb](#)
- [Wotif](#)
- [Home to go](#)

Danford College can also assist in finding an accommodation for your stay. You can send a request to support@danford.edu.au informing us with your arrival dates, preference of stay and tentative budget. You can also contact our Student Support Officers at our campus and they can guide you with the information about types of accommodations and advise you on the steps that you can take.

Arranging for your OSHC

It is a mandatory requirement of your student visa condition 8501 for you to have and maintain an adequate health insurance for the whole of your stay in Australia. You must have an active Overseas Student Health Cover (OSHC) (and for your family) at the time you enter into Australia. For more information regarding this refer to [Adequate health insurance for visa holders](#)

There are various providers in Australia which provide the OSHC memberships. You can learn more about these providers their policies at <https://www.privatehealth.gov.au/>

You have the option to arrange your OSHC membership from the list provided above. Alternatively, Danford College can assist you with this process. You can send an email to support@danford.edu.au and one of our Student Support Officer can assist you in arranging the membership. Please note, the fees are payable to the OSHC provider and Danford College does not receive any monetary benefit.

Preparing for the Travel

Once you have booked your flight tickets, you can start preparing to pack your items for the big move. The checklist below is an outline of things you will need to carry with you.

The normal allowable weight for an economy class passenger on international flights is generally 20 kilograms, so you should carefully consider what to pack.

DOCUMENTS

You should bring originals or certified copies of all your essential documents, including:

- A valid passport (original) that is current for the length of your stay in Australia with a valid student visa.
- Your letter of offer, confirmation of enrolment (eCOE) and other documentation issued by the College.
- Birth certificate
- Medical records for yourself and any family members travelling with you
- Educational qualifications
- Overseas Student Health Cover (OSHC)
- International Drivers' License (if applicable)
- Work references and/or trade qualifications (if applicable)
- Children's school reports (if bringing children with you).

Pack your passport, tickets and letter of offer etc. in your hand luggage to take with you on the flight for easy access – Don't pack them in your suitcases.

CLIMATES AND CLOTHES

<p>Autumn (March to May) Average Temperature: between 11 to 20 degrees Celsius Bring: waterproof shoes, light jumpers, jeans, jackets, and umbrella</p>	<p>Winter (June to August) Average Temperature: between 6 to 18 degrees Celsius and may drop to zero degrees in some areas Bring: warm jumpers, scarves, gloves, warm jeans/trousers/jumpers, thick waterproof coats.</p>	<p>Spring (September to November) Average Temperature: 10 to 22 degrees Celsius Bring: light jumpers t-shirts, light/casual jeans/trousers, waterproof shoes & jacket.</p>	<p>Summer (December to February) Average Temperature: 14 to 30 degrees Bring: light casual trousers/tops, sandals, sunscreen with Sun Protector Factor (SPF) 30+ for protection against UV rays and skin cancer.</p>
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PROHIBITED ITEMS

You must ensure that you are aware of what you cannot bring into Australia and what you should not pack. There are items that you must declare upon your arrival in Australia including:

- Some medicines
- Currency amounts of A\$10,000 (or foreign equivalent)
- Firearms, weapons and ammunition
- Foods/plants/vegetables/meat/poultry/nuts/eggs/dairy goods

If you are in doubt, declare your goods or ask a Customs and Border Protection officer for advice. Please read about the Australia's <https://www.abf.gov.au/entering-and-leaving-australia/can-you-bring-it-in> for details of prohibited items that cannot be brought to Australia.

BRING YOUR OWN DEVICE

While Danford College has facilities on campus to access computers and wifi, it is best advised you bring your own device. This will let you study and work on your assessments and submit the online assessments even outside of the campus.

Currency

There are money exchange places available at Australian airports and in Melbourne CBD, but it is recommended to have some Australian currency on you prior to leaving your home country.

You will need to make sure you have enough funds to support you when you first arrive. It is recommended that you have approximately AU\$1500 to AU\$2000 available for the first two to three weeks to pay for temporary accommodation and transport. You should bring most of this money as either Traveller's Cheques or on an international credit card. Traveller's cheques can be cashed at any bank or currency exchange in Australia



On your flight

The normal allowable weight for an economy class passenger on international flights is generally 20 kilograms, so you should carefully consider what to pack.

Wear comfortable layered clothing, which is easy to change as temperatures vary. Wear practical flat shoes.

Keep your passport with your student visa and a pen in your hand luggage, as well as your other essential documents, which are tickets and letter of offer etc.

The airline staff will give you an Australian Immigration and Customs Declaration Form as your flight nears your destination. Complete the form on the plane and ask for help if you are unsure of the answers to any questions.

SECTION 2: ON – ARRIVAL

Upon Arrival in Australia

- Purchase and activate a mobile phone service
- Call your family and friends
- Settle into accommodation
- Purchase household items and food
- Enrol children in school/childcare (if applicable)
- Attend Orientation and Induction Session at Danford College
- Receive your student identification (ID) card
- Receive your training plan for the enrolled course
- Receive your login details for digital access accounts (CANVAS, RTO Manager, Microsoft Office, etc)
- Receive your Health Insurance card
- Open a bank account
- Start classes
- Apply for tax file number if seeking work
- Get involved in student life and associations (e.g. music, sporting, cultural)

Entry into Australia

Immigration Checkpoint: All overseas travellers arriving in Australia are required to go to an immigration checkpoint to show their passport and forms. Note: It is illegal to use a camera or phone in this area of the airport.

Baggage Collection: After you have passed through the immigration checkpoint, you should collect your baggage and check that it is in order. If something is missing or you notice damage, you should see an officer at the Baggage Counter to assist you in either finding missing baggage or lodging a claim for damage.

Customs Checkpoint: After collecting baggage, you will go to the Customs Checkpoint, where an officer will check your forms and may inspect your luggage. What you can bring into Australia is restricted, some of which is mentioned in the above table. Strict quarantine laws are in place to stop people from bringing in food and plant items which may be harmful to our native flora and fauna.

If you have any of food or plant items with you or in your luggage when you arrive in Australia, you should have declared this on the form you filled out on the plane.

Airport Transfers

Melbourne's main airport at Tullamarine is located around 23 kms from Melbourne CBD.

On arrival at Melbourne airport, you can arrange for the transport to your accommodation. There are various options available including taxi services, Uber rides, SkyBus services, public transport, care hire, etc. For more information refer to <https://www.melbourneairport.com.au/getting-to-from-the-airport>

Alternatively, an airport pick-up service can be arranged to transfer you from Melbourne International airport to your accommodation in Melbourne. You can make a request to support@danford.edu.au informing us of your arrival date and accommodation in Melbourne. Please note a fee applies for the pick-up services depending on the time and day of your arrival.

Settling In

Once you arrive in Melbourne, familiarise yourself with the city, its culture, public transport, etc. Some points below will help you in organising yourself when you arrive in Melbourne:

Accessing Money

Banking

The major banks in Victoria are ANZ, Commonwealth, Westpac, National Bank, etc. Most banks have automatic teller machines (ATM's) and offer internet-banking facilities. To utilize internet banking, you will need to register with your bank to gain access and be given a confidential password that allows you to use your accounts online.

For locations of ATMs, please refer to the telephone directories or the following bank websites:

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- National Australia Bank
- ANZ
- Commonwealth Bank
- Westpac

www.nab.com.au

www.anz.com.au

www.commbank.com.au

www.westpac.com.au

Opening an Account

To open a bank account, you will need a passport, confirmation of enrolment (eCoE), student visa copy, etc. Banks vary with their services and costs. Opening hours are usually Monday-Friday between 9.00am and 4:30pm and some banks open on weekends. Please check details on the websites or ask at the bank information services.

Mobile Services

When it comes to mobile services, Australia uses the 4G and 5G networks. You can purchase mobile SIM cards at various stores including major supermarkets, 7 – Eleven stores, and Australia Post branches. Both pre-paid and post-paid plans are available, with some offering international calling minutes depending on the provider.

Transport system in Melbourne

Melbourne has an extensive and well – developed public transport network. The main modes of public transport include trams, trains and buses.

For more information regarding public transport in Melbourne refer to <https://www.melbourne.vic.gov.au/public-transport>

To use public transport, you will need a Myki card which is a reusable smart card for trains, trams and buses. You can purchase and top up Myki card at any train station, Australia Post Centre or 7-Eleven stores. Myki Top Up machines are also available at some tram and bus stops.

You can download the PTV app on your mobile phone. This app allows you to:

- Access real – time timetables and plan your journey
- Receive alerts about travel disruptions
- Register your Myki cards, top up using the app, and request a replacement card with your existing balance if you lose your card.

For more information regarding myki cards, fare charges, etc refer to <https://www.ptv.vic.gov.au/tickets/myki>

Bringing families

You are allowed to bring your family as a dependent on your student visa. You must provide information regarding your immediate family members on your visa application.

You and your dependent family members will have permission to work automatically included with your student visa. Work rights for dependents of students vary between unlimited hours, for dependents of postgraduate research students, and a maximum of 48 hours per fortnight for others.

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Childcare in Australia

Childcare services are provided in centres throughout Melbourne. There may be long waiting lists, so it is advisable to contact some centres, which are conveniently located to you. Please visit the website for further details of childcare centres, kindergartens, early learning centres, nannies and babysitters. For more information regarding childcare systems in Melbourne visit <http://www.echildcare.com.au/region/melbourne-city/>

Schooling in Australia

If your dependent child is school aged, it is the condition of your visa to enrol them in school.

Children are required to attend school until the age of 17. Victorian schools are either public (government funded with lower fees and costs) or private (privately run with higher fees)

If you are an international student and planning to bring your family, you are required to enrol any school-age dependent in an Australian school and pay their school fees whilst they are in Australia. For more information visit <https://www.vic.gov.au/education-information-parents>

Attend Orientation and Induction Session at Danford College

You will receive an invitation from Danford College for the Orientation and Induction session two weeks prior to the session via email. Please ensure you plan your travel in advance so as to you do not miss the orientation and induction session.

This session is a great opportunity for you to get acquainted with Danford College's campus and staff members, meet your fellow classmates and peers, understand Danford College's policies and procedures and get information relevant to your course and your academic responsibilities.

Prior to the orientation and induction session, you must keep your documents like Passport, CoE, Visa, etc ready. The student support team may need to review these.

During the session, you must complete and submit the Orientation and Induction Form and the Orientation and Induction Checklist. You must provide your Australian residential address and local phone number in the Orientation and Induction Form.

Start Studying at Danford College

Training Plan:

Prior to the course start date you will receive the Training Plan (timetable) for the course you are enrolled in. You must sign the training plan and retain a copy of it.

The Training Plan will contain details of your enrolled course such as your class schedule, name of your trainer and assessor, study terms including breaks, all enrolled units of competency and their assessment requirements.

You must follow this Training Plan throughout the duration of your enrolled course.

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Digital Access:

On course commencement, you will gain access to Danford College's digital platforms like RTO Manager, CANVAS, Microsoft account, Turnitin. These digital platforms assist you in maintaining your student diary, assessment submissions, payment of fees, etc. throughout your course duration.

Course Commencement:

Finally, you are now ready to commence your journey as a student in your enrolled course at Danford College.

You will receive a detailed email from your trainer explaining the unit of competency details. You can now start attending your classes as per your scheduled classes.

We wish you all the very best and will strive to make your experience as enjoyable and knowledgeable as possible.

For any further detailed information refer to Danford College_Student Handbook and Danford College Policies available on Danford College website www.danford.edu.au