

Application Guide

International Students

2019/2020

Bachelor of Design

Whitehouse Institute of Design, Australia (Whitehouse) welcomes your interest in the Bachelor of Design. Whitehouse's undergraduate degree is offered in three specialisations: Fashion Design, Interior Design & Creative Direction & Styling. The degree consists of six study periods delivered in a trimester model – you can complete your degree in 2 years (or 2 years and 4 months if commencing study in September.)

This Application Guide applies to International students and has been prepared to cover what you need to know before submitting your application. Applications for the 16 September 2019 and 17 February 2020 cohorts are now being accepted. Apply early to allow sufficient time to apply for your student visa and ensure your place is secured. Offers of enrolment cannot be offered once classes have commenced. All applicants are to read this application guide before submitting your application.

THE APPLICATION PROCESS

1. Read this Application Guide as well as the Bachelor of Design course information
2. Read the Policies related to your application and subsequent enrolment at: <https://whitehouse-design.edu.au/legal/>
3. Go online to www.whitehouse-design.edu.au complete and submit the Application for Enrolment. Ensure that you attach your most recent academic results and resume
4. Prepare your Creative Portfolio and Motivational Statement
5. Attend an interview, between now & before the commencement of classes, with your Portfolio and Statement
6. Whitehouse Institute will advise you of the status of your application within 48 hours of your interview
7. You will be issued with an Offer of Enrolment if you are successful
8. If unsuccessful you may have the opportunity to provide additional information to have your application reconsidered

WHAT DO YOU NEED TO APPLY?

ACADEMIC REQUIREMENTS

Select from one of the following options that best matches your current academic achievements and/or background:

- **HIGHER EDUCATION STUDY**
Completed or undertaken studies in the following from an Australian, overseas University or other Australian Registered Training Organisation (RTO):
 - An Undergraduate Degree or
 - An Associate Degree
- **VOCATIONAL EDUCATION AND TRAINING STUDY**
Completed or undertaken studies in the following Australian Qualification Framework (AQF) programs at Whitehouse or another RTO in Australia or overseas:
 - Certificate III in Design Fundamentals or
 - Certificate IV or
 - Diploma or
 - Advanced Diploma
- **SECONDARY EDUCATION**
If you have completed in the past 2 years or are due to complete in the year of application the following at High School in Australia, TAFE or overseas:
 - Higher School Certificate (HSC) or TAFE Statement in HSC Studies or
 - Victorian Certificate of Education (VCE) or Victorian Certificate of Applied Learning (VCAL)
 - Certificate of Education within Australian States & Territories or
 - International Baccalaureate (IB) or
 - Equivalent overseas Senior School Certificate

If you have completed your higher schools studies in Australia, an ATAR of 67.95* (if applicable) is desirable if applying with a secondary education only.

- **WORK AND LIFE EXPERIENCE**
 - This will be taken into consideration if you have undertaken significant professional / commercial practice within the creative industries along with your academic outcomes.

International Applicant Requirements

- you are to be 18 years at acceptance of enrolment
- you can provide evidence of having a minimum English standard Academic IELTS of 6.5 (with no band lower than 6.0) or TOEFL 79 -93 if requested
- you are eligible for an International Student Visa, and plan to only study on a full-time basis

Note: Applicants without an ATAR or below 50, work and life experience applicants and / or applicants who completed high school studies overseas may be required to complete a literacy assessment. This will take the form of a 1000 word written research task on a topic defined by Admissions. This is to support demonstrated academic research, analysis and writing skills in combination with the portfolio.

Academic Credit / Recognition of Prior Learning (RPL)

Credits can be awarded to accredited subjects previously undertaken at another education provider and/or relevant industry experience. To apply for Academic Credit:

1. Download and complete the [Application for Academic Credit](#)
2. Fill in the form including all subject titles and descriptions of the units for which you are applying for RPL
3. Submit completed form with supporting documentation and evidence to Whitehouse Institute

Advanced Standing

Advanced Standing may be awarded to students who have completed courses in a similar field of study. Depending on the level of study completed, you may be eligible to receive direct articulation into study period two, three or four of the Bachelor of Design. Download or request the [Application for Direct Entry](#) - submit with your current/previous qualification and transcript of academic results. If advanced standing is awarded the length of your study may be reduced.

For more information on Academic Credit and Advanced Standing, simply contact Whitehouse Institute Admissions or discuss during your interview.

THE CREATIVE PORTFOLIO

The creative portfolio is a selection of your best work, which demonstrates your creative potential. A portfolio usually consists of between 6-8 examples and can use a variety of mediums which may include illustration, digital design, photography, film, creative writing, textile design, fine artworks and other evidence as appropriate to your chosen specialisation. Whitehouse uses your portfolio to assess your creative potential for success in the Bachelor of Design. We look at how your work demonstrates:

- An understanding of design, a connection with the current design industry and innovation in your creative thinking
- A desire to learn and the ability to investigate and develop ideas independently.

If you do not have a Creative Portfolio, or have questions about yours, call us on 1300 551 433 or email study@whitehouse-design.edu.au to talk to us. We recommend that if you are considering applying for the Bachelor of Design and do not have a strong portfolio of work, Whitehouse offers workshops throughout the year, which assist students and applicants with their portfolio development.

MOTIVATIONAL STATEMENT

Your motivational statement should be (300 + words) stating why you have chosen to study design at Whitehouse and what/who inspires your creativity. You may want to include what personal interests and career goals.

YOUR INTERVIEW

Once you have submitted your online Application for Enrolment and attached your most recent academic results, Whitehouse Institute will contact you to arrange an interview.

For the interview you will need to bring your Creative Portfolio and motivational statement. You will also need to bring your Passport or Birth Certificate and originals of academic results (certified copies are also acceptable). If you are interstate, overseas or cannot attend the campus, the admissions team will conduct a video interview after you have uploaded your creative portfolio, statement and passport.

During the interview you will be asked to discuss your creative work and your reasons for wanting to study at Whitehouse Institute. The admissions team will cover what it is to be a Whitehouse student, your study schedule and expectations. We welcome any questions you have about study at Whitehouse.

WHAT HAPPENS AFTER YOUR INTERVIEW?

As a successful applicant you will receive an Offer of Enrolment inviting you to enrol in the Bachelor of Design. With the Offer of Enrolment, you will be provided with an Enrolment Form as well as supporting information, such as Enrolment Guide that covers subject fee schedule, incidental fees, payment information, links to Whitehouse Policies and Student manual as well as the art & technical equipment requirements. Successful applications will also receive information on Medibank OSHC. This will assist you to make an informed decision and be aware of the terms and conditions of your enrolment in the Bachelor of Design.

If you do not initially meet all entry requirements, you may have the opportunity to provide additional information to allow your application to be reconsidered. Whitehouse Institute will advise what you need to provide if this applies.

ENROLMENT AND ORIENTATION

Enrolment for international students will be confirmed by the issuing of an electronic Confirmation of Enrolment (**CoE**) after the submission of all enrolment and supporting documentation, payment of the first study period tuition fees and Overseas Student Health Cover (OSHC) premium (if applicable) has been made to Whitehouse.

ORIENTATION

This is the kick-start your Design Education at Whitehouse. You will meet your fellow students in your cohort as well as the Academic team. There will be design activities, Library & Google classroom induction, as well as familiarising yourself with the campus facilities and your study program. At that time, you will be issued with a Whitehouse student email address, access to Google classroom and your confirmed timetable. All students are required to attend Orientation and details will be sent closer to commencement of studies.

ART AND TECHNICAL KITS: The design staff have put together Art and Technical Kits together to ensure that student have the essential supplies to assist them in the execution of high quality work and consistency across specialisations. These supplies are required at the commencement of studies. Students are not obligated to purchase the kits from Whitehouse. An indicative cost of these are:

Art Kit: \$850.00 / Fashion Technical Kit: \$550.00 / Creative Direction Technical Kit: \$210.00 / Interiors Art & Technical Kit: \$550.00

THE BACHELOR OF DESIGN PROGRAM

The Bachelor of Design is delivered over 6 study periods or 3 trimesters per year. Minimum completion is 2 years full time, except when students commence in September. Study period 1* will then be delivered over 2 study periods, therefore, length of study will be 2 years & 4 months. Full time students will undertake the following subjects each study period: Design Context, Digital Design, Illustration for Design, Design Methods and Design Workshop – see following the subject delivery and fee schedule for one study period. The course consists of 6 study periods totalling 30 subjects (288 credit points) being 18 core subjects and 12 subjects specific to a student's elective specialisation. All subjects are to be successfully completed to be awarded the Bachelor of Design qualification.

Subject Name	Core Subject/ Specialisation	EFTSL	Credits	Overseas Subject Fee
Design Contexts	Core subject	0.0417	6	\$1,695.00
Illustration for Design	Core subject	0.0417	6	\$1,695.00
Digital Design	Core subject	0.0417	6	\$1,695.00
Fashion/Interior/Style Design	Specialisation	0.0417	6	\$1,695.00
Fashion/Interior/Style Workshop	Specialisation	0.1666	24	\$6,780.00
Study Period totals:		0.3334	48	\$13,560.00

INTERNATIONAL STUDENTS - \$13,560.00 per study period

Total tuition fees: \$81,360.00* (6 x \$13,560.00) The tuition payment for the first study period of \$13,560.00* + Overseas Student Health Cover (OSHC) for the duration of enrolment are due after the submission of completed enrolment documentation. The subsequent payment of the tuition fees for each study period is due 2 weeks before the commencement of that study period in which you are enrolled.

*Students who commence studies in September will undertake the core subjects - the initial enrolment tuition payment will be \$5,085.00. In February, student undertake the subjects relevant to their specialisation, the tuition payment will be \$6,780.00.

The Subject Fee (Tuition Fee) applies for the current intake of the Bachelor of Design for all students and is subject to annual review and alteration. Any Subject Fee increases are applied at the beginning of each calendar year and will affect the total Tuition Fee*. This does not include additional subject fees due to retaking subjects in the event of unsuccessful completion or reduction of fees where academic credit/advanced standing is awarded.

Payment of tuition fees can be by direct debit, telegraphic transfer or by credit card (Visa or MasterCard accepted).

OVERSEAS STUDENT HEALTH COVER (OSHC)

If you are a student on an international student visa, you are legally required to hold OSHC for the duration of your visa (Swedish, Belgian and Norwegian students maybe exempt – conditions apply. You will be required to pay OSHC (or provide proof of existing membership) upon submission of your enrolment documentation – this is additional to the annual tuition fees. For OSHC, Whitehouse uses Medibank; For your rights and obligation See: <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500/overseas-student-health-cover>

DEFINITIONS and general information:

Core subject: A core subject is a foundation subject that students are to undertake that underpin design theory and specialisation subjects. These subjects are compulsory, and are to be completed in order to meet the requirements of the Bachelor of Design.

Specialisation: These subjects are specific to the design specialisation that you enrol in. As with the core subjects, These subjects are to be completed in order to meet the requirements of the Bachelor of Design.

Study Period: The academic year is split into three study periods (also known as Trimesters). Generally each study period is 12 weeks of face to face classes or block delivery and 1 assessment week for final assessments to be completed. The course consists of 6 study periods. Except when the student commences in September - this will increase the course to 2 years, 4 months as the 1st study period is split over 2 delivery periods.

EFTSL: Equivalent Full-Time Student Load - One EFTSL is equivalent to a full-time study load for one year (3 x .3334). International students are required to maintain a full time study load.

CoE: The Confirmation of Enrolment (CoE) is an official document issued to international students by education providers in Australia. It confirms that you have accepted a place in a course and have paid your tuition fees and Overseas Student Health Cover premium (OSHC). Your CoE must be submitted to support your student visa application.

Subject Fees (tuition) : are invoiced on a study period basis based on the enrolled load for that study period. All fees are in Australian Dollars and inclusive of GST where GST is applicable. Tuition fees are payable upfront for the study period of enrolment. The 1st payment will be invoiced on submission of enrolment documentation with subsequent payments due after invoicing 2 weeks before each study period. Whitehouse does not accept additional tuition fees payments in advance.

IMPORTANT INTERNATIONAL STUDENT MATTERS

VISA & IMMIGRATION MATTERS:

To live and study in Australia you must have a valid Australian visa. Student visas are temporary visas that allow you to come to Australia for a specified period to study. You can apply for a student visa (subclass 500) direct or through your local agent. Australian student visas have slightly different application requirements and assessment levels based on your country of citizenship and the level of study for your course in Australia. The Australian Government Home Affairs site is a great place to start your visa enquires, and what your requirements are : <https://www.homeaffairs.gov.au/trav/stud>

If you are thinking of studying in Australia, an education agent can give you advice about study and courses - in your native language. They can also provide you with visa information and help you complete an application to study in Australia. Check with them direct if there are any fees payable by you that may apply if you use an agent to assist with your application or visa submission. The agent must be registered in Australia to assist you.

It is important that as an international student who is dependent on a visa to study and remain in Australia, you are to be aware of the conditions of your visa, study obligations and work rights. To understand these obligations - see the following information sites before submitting your application:

- Study in Australia: <https://www.studyinaustralia.gov.au/>
- Visa Entitlement Verification Online - if you already hold a visa, this is where you check your visa status and entitlements: [https://www.homeaffairs.gov.au/busi/visas-and-migration/visa-entitlement-verification-online-\(vevo\)](https://www.homeaffairs.gov.au/busi/visas-and-migration/visa-entitlement-verification-online-(vevo))
- Student Visa information and application process: <https://www.homeaffairs.gov.au/trav/stud>
- TPS (Tuition Protection Service): <https://tps.gov.au/StaticContent/Get/StudentInformation>
- ESOS (Education services for Overseas Students): <https://internationaleducation.gov.au/Regulatory-Information/Pages/Regulatoryinformation.aspx>
- Accommodation - Whitehouse does not offer student accommodation - see this link for suggested sites: <https://whitehouse-design.edu.au/international-students/>
- International Agents registered with Whitehouse: <https://whitehouse-design.edu.au/international-agents/>
- International Student support: <https://whitehouse-design.edu.au/international-students/>
- Internal & External Grievance policies: <https://whitehouse-design.edu.au/policies-procedures/>

ACADEMIC DATES

2019	Start	Tuition Due Date	End	Assessment Week
Trimester 1*	16 September 2019	On Enrolment	6 December 2019	7 Dec - 13 Dec
2020	Start	Tuition Due Date	End	Assessment Week
Trimester 1	17 February 2020	On Enrolment or 3 Feb	10 May 2020	11 May - 15 May
Trimester 2	1 June 2020	18 May 2020	21 August 2020	24 Aug - 28 Aug
Trimester 3 or 1*	14 September 2020	31 August 2020	4 December 2020	7 Dec - 11 Dec
2021	Start	Tuition Due Date	End	Assessment Week
Trimester 1	22 February 2021	8 Feb 2021	14 May 2021	17 May - 21 May
Trimester 2	7 June 2021	24 May 2021	27 August 2021	30 Aug - 3 Sept
Trimester 3 or 1*	20 September 2021	4 September 2021	10 December 2021	13 Dec - 17 Dec

Trimester 1* - students who commence in September undertake trimester 1 over 2 study periods.

ACCREDITATION

Whitehouse Institute of Design, Australia is a registered private provider of higher education by the Tertiary Education Quality Standards Agency (TEQSA). Whitehouse Institute is approved to deliver the accredited Bachelor of Design with specialisations in Fashion Design, Interior Design and Creative Direction & Styling to domestic and international students.

The registration details are included in the TEQSA National Register.

TEQSA Provider No: PRV12065

The following approval is included on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) for approved delivery to international student study in higher education:

CRICOS Provider Code: 02863C

Bachelor of Design CRICOS Course Code: 085283C

POLICIES & PROCEDURES

Refer to the Legal Notices and Policies and Procedures governing the Whitehouse Institute of Design, Australia and the Student Manual on the Whitehouse Institute website for further information: <https://whitehouse-design.edu.au/legal/>

DISCLAIMER

Whitehouse Institute Pty Ltd. trading as Whitehouse Institute of Design Australia reserves the right not to admit students who, in its view, are unlikely to be able to meet the academic, creative, technical, and linguistic or workplace health and safety requirements of its courses. All courses offered by Whitehouse Institute are subject to minimum numbers.

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ABN: 49 122 953 557 | ACN: 122 953 557 | TEQSA Provider Number PRV12065

CRICOS Provider No 02863C

correct as of 16 April 2019