INTRODUCTION

Charles Darwin University sees the importance of ensuring that all students are familiar with their campuses, their course requirements and services available.

Charles Darwin University’s academic and administrative staff and Student Union are all heavily involved in helping students settle into their new environment.

The orientation and induction programs are designed to help new students become familiar with all the services, facilities and programs offered across the University as well as those at specific campuses.

COMPLIANCE

This is a compliance requirement under the:

- Higher Education Standards Framework (Threshold Standards); and
- National Code of Practice for Providers of Education and Training to Overseas Students.

INTENT

The purposes of student orientation and induction are to provide a time for new students to familiarise themselves with the university.

PROCEDURES

On commencement, each School must ensure that students have access to minimum resources as outlined in the Guidelines on Minimum Resources and an induction manual.

The Office of Research and Innovation will provide a copy of the rules, policies and processes relevant to Higher Degree by Research students with the student’s offer of candidature.

The Office of International services will meet and greet all new international students on arrival, and undertake preliminary orientation activities.

Candidates will receive induction information and resources from:

- The relevant School;
- The office of Research and Innovation; and
- If applicable, the Office of International Services;

and attend orientation programs run by the same.
The Office of Research and Innovation will run postgraduate skills development workshops throughout the year in consultation with CDUPSA and in conjunction with presenters from CDU and externally on a range of topics relevant to new and continuing HDR students.

**ESSENTIAL SUPPORTING INFORMATION**

Internal

External

### Document History and Version Control

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<th>Date Approved</th>
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<tr>
<td>1.00</td>
<td>20 May 2005</td>
<td>Academic Board</td>
<td>Creation of original document and upload to CDU website.</td>
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<tr>
<td>1.01</td>
<td>18 Aug 2013</td>
<td>Governance</td>
<td>Conversion to CDU template</td>
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<tr>
<td>1.02</td>
<td>15 Dec 2017</td>
<td>Governance</td>
<td>Conversion to new Governance template due to new University branding, including removal of flowchart</td>
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