FAQ: FOUNDATION YEAR, PART 1 STUDENTS

When do I find out my grades?

You can access your final grades on the NDA portal after June 24. This is available via https://my.nd.edu.au/ and then click on Student Acad. Info.

I have not achieved 65% in three or four of my EP units – what will happen?

You will be ‘terminated’ from the course. You will then need to write to Jenny Jongste, Acting Head of Enabling Programs, and ask for permission to re-enter the course. Your letter needs to explain what changes you’ll be making to ensure you can be successful with the units. Your letter should not exceed one page. You will either be granted the chance to re-enter, or informed of the process you can follow moving forward. On most occasions we allow students to re-enter; the quality of your letter is of pivotal importance. Your letter may be sent via email as an attachment. Students who are ‘terminated’ will receive, in the post, a detailed letter explaining the process.

I have not achieved 65% in one or two of my units – what will happen?

You will need to repeat the units you did not achieve the institutional benchmark (≥65%). You will attend the re-enrolment day on July 2, at the times nominated. You will receive a letter, in the post. http://www.nd.edu.au/academic_support/foundation-year-information

I have achieved at least 65% in all four EP units, do I need to come to the re-enrolment day on July 2?

If you achieved 65% in all your units and you still wish to stay in your current stream then NO you are not required to come along. You are enrolled for Semester 2 units. On the NDA portal you will find details of how to sign up for your classes. The AESC created your timetable in semester one, but in all future semesters, you will create your own.

I want to change streams within the Foundation Year (e.g. enrolled in Nursing but wish to change to Arts & Sciences) – what do I do?

A good number of students change stream every semester. You will need to attend the re-enrolment day on July 2, at the times nominated. http://www.nd.edu.au/academic_support/foundation-year-information

I cannot attend re-enrolment day in person, what can I do?

If you have genuine reasons for not being able to attend (e.g. illness, overseas) then someone may attend on your behalf. However, that person must carry photographic ID, such as a driver’s licence or passport. They must also have a signed letter, from you, stating why you cannot attend, and nominating them, with their full name and address. The AESC office will retain the letter for our University records.
Can my parents ring and get information and advice?

We cannot, by law, and by University Policy, provide any information other than to the student. If you cannot call personally, then communicate with Jenny Jongste via email, and only from your Notre Dame student account. You must not allow another person to write on your behalf, from your Notre Dame account.

When does second semester start?

If you are starting Foundation Year Part 2, semester starts the week beginning July 29.

I need to repeat EP001 – when will it start?

EP001 will start on July 22, ahead of the usual semester start date. You will receive an email from Lorraine Pidgeon, in the week of July 15, with details about the course location, times and dates.

I need to repeat EP002, 003 and/or 004 – when will they start?

EP002, 003 and 004 commence on July 29. You will be assigned a timetable that will be available on the student portal by Friday July 26.

Is it possible to get a transcript of my results?

You can obtain a printed transcript from Student Administration. There is no charge for a printed transcript. You go to Student Administration on or after June 25, and they will print this while you wait.

I have a question not answered here, what should I do?

Contact Jenny Jongste, initially via email, jenny.jongste@nd.edu.au, providing details for contact. Correspondence must come from your Notre Dame email account.
FAQ: TEP STUDENTS

When do I find out my grades?

You can access your final grades on the NDA portal after June 24. This is available via https://my.nd.edu.au/ and then click on Student Acad. Info.

I have not achieved 65% in one or more of my units – what will happen?

You will receive a letter in the post, explaining your options. Jenny Jongste will individually assist and work with a student in this situation; there are several potential options.

I achieved at least 65% in all of my units, do I need to come to the re-enrolment day on July 2?

If you achieved 65% in all your units you have completed the course. You will be contacted by the Admissions Office directly. If you have not received this information by July 1 please contact Admissions directly.

I cannot attend re-enrolment day in person, what can I do?

If you have genuine reasons for not being able to attend (e.g. illness, overseas) then someone may attend on your behalf. However, that person must carry photographic ID, such as a driver's licence or passport. They must also have a signed letter, from you, stating why you cannot attend, and nominating them, with their full name and address. The AESC office will retain the letter for our University records.

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When does second semester start?

Undergraduate second semester units start the week beginning July 29.

If you are starting Foundation Year Part 2, semester starts the week beginning July 29.

If you are repeating any units they start on the following dates:

EP001 will start on July 22, ahead of the usual semester start date. You will receive an email from Lorraine Pidgeon, in the week of July 15, with details about the course location, times and dates.
EP002, 003, 004 - July 29. You will be assigned a timetable that will be available on the student portal by Friday July 26.

*Is it possible to get a transcript of my results?*
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