

SERVICES

Information Technology

Information Technology (IT) provides technology resources to support students in their study and research through the provision of the following equipment and services:

- wireless internet access for wireless enabled devices;
- computer laboratories and computer support;
- network kiosk for on the go quick internet access;
- support for the library controlled printing system;
- email accounts for each student;
- network storage for each student;
- postgraduate computer laboratories;
- student induction on ACU systems;
- online computer-based training (CBT) via Atomic Learning;
- lecture recording into LMS* in main auditoriums;
- interactive Smartboards;
- Computers on Wheels (COWS) for flexible learning;
- applications including Microsoft Office 2007 and Adobe Creative Suite 3;
- secure desktop environment;
- power lockers for recharging laptops securely.

These services are available at each ACU campus and are supported through skilled Desktop Support teams which are available from 7.30am to 6.30pm at Brisbane, Melbourne and Sydney and 7.30am to 5.30pm at Ballarat and Canberra.

*LMS = Learning Management System – currently Blackboard

Libraries

The Library on each campus supports learning and research by providing:

- information resources;
- computers with internet access, Microsoft Office and other applications;
- study spaces;
- printing and copying facilities.

The library collection includes books, journals and audiovisual resources. Access to a large number of electronic databases and journals is available both on and off campus.

To enable students to make the most of its resources the Library conducts Information Literacy classes and staff are always available at the Information Desk.

For further information about library facilities and services visit the website at <http://www.acu.edu.au/library>

Student Associations

Each campus has a Student Association which represents the students in matters concerning the general welfare of the student body. This involves taking action on behalf of the student body, promoting student involvement in student activities and affairs, and providing student representatives to the various campus and University boards and committees. Voluntary Student Unionism (VSU) legislation requires membership of the Student Associations to be voluntary; the association provides members with additional assistance and access to services not available to non-members.

ACUNSA, the ACU National Student Association, comprises the Student Association President of each of ACU National's six campuses and the Student Senator. Each year ACUNSA elects a Student Senator to the University Senate, and to represent students on Academic Board and other committees.

International students are represented on Student Associations to ensure the special needs of international students are not overlooked. In addition to the facilities and activities provided for all University students, ACUcom also organises regular social activities for international students in their programs.

For further information about Student Associations visit the website at:
http://www.acu.edu.au/student_life/student_services/student_associations

Student Services

The Dean of Students has responsibility for Student Services. The Dean liaises with student associations. On each campus there are services as listed below that help students in the achievement of their academic and personal goals.

Academic Skills

The Academic Skills Unit assists undergraduate and postgraduate students to develop independent learning strategies. Topics taught include: transition to tertiary study, managing time, reading, note taking and academic writing. The service offers individual appointments as well as consultations in small groups, larger workshops, print and web based study resources. Academic Skills Advisers also collaborate with academic staff to integrate academic skills into teaching programs across the University. The *ACU Study Guide* is available on each campus.

For further information about the Academic Skills Unit services visit the website at
<http://my.acu.edu.au/AcademicSkills/>

Career Development and Employment Service

Careers Advisers are available on each campus of ACU National to facilitate students' career decision-making, and to provide assistance with identifying personal career goals, developing employability skills, job searching and preparing employment applications.

Individual appointments with Careers Advisers can be scheduled. A variety of group workshops and seminars are also available to assist students to develop skills and knowledge enabling them to take personal responsibility for managing a successful transition from their university study into the rapidly changing world of work, or into postgraduate study. Web-based resources and web-based interactive career development and employment related activities are available to assist students to make informed career decisions appropriate to the lifelong career development process.

Counselling

The Counselling Service is free, voluntary and confidential and is staffed by Psychologists or Social Workers who adhere to their professional association's ethical guidelines.

Personal concerns including psychological, relationship and university issues can affect a student's capacity to achieve their academic goals. Counselling can assist students to understand and assess any personal concerns within a supportive relationship. This experience can contribute to insight and clarity and usually eases anxiety and pain.

Counselling is generally provided by a 50 minute appointment. The Counselling Service also provides group support, workshops and online resources on issues relevant to students. For further information on the Counselling Service and online resources visit the University website:
<http://my.acu.edu.au/students/support/counselling> service.

Disability and Medical Conditions

The University seeks to provide appropriate services for students with disabilities. The University can do this providing needs are made known in advance. Students who may require assistance during their studies because of a disability or medical condition are encouraged to make an early approach to a Disability Adviser; they are also requested to indicate such needs at enrolment. Students with temporary disabilities arising from accidents or illness experienced during the year should make known their needs if services are required.

Those who have a disability or a chronic medical condition and who are considering applying to the University for the first time should contact the Disability Adviser at any time in the year before enrolment, to discuss disability related services.

Mission Engagement

Mission engagement is about bringing the distinctive mission of ACU National to life! It is a vital part of Student Services and the University community. Students and staff are invited to participate in some or all of the following activities:

- weekly Eucharist, celebrated every Wednesday at midday on all campuses;
- opportunities for prayer, reflection and retreats;
- leadership formation;

- opportunities to be involved in social justice and community engagement;
- Clubs;
- Choirs;
- Forums;
- 'Exploring the Mission of ACU National' workshops.

There are many more opportunities to become part of the community, so contact your local Mission Engagement team.