



SILC Professional Accounting Program

June – July 2018

University of Technology Sydney
International Study Tours

Program Proposal

Shanghai University

Dear Emma,

Thank you for your interest in hosting the upcoming **SILC Professional Accounting Program** at University of Technology Sydney (UTS).

Located at the heart of Sydney, within Australia's creative industries hub, UTS is a young and dynamic university. We are renowned for our internationally praised, award-winning approach to learning.

We will provide comprehensive support for international participants including a dedicated project coordinator, multi-faith prayer rooms, pastoral care, staff accompaniment to site visits and student packs including information such as maps & emergency contacts.

In the following pages is an outline of suggested content. We offer flexibility in establishing your program to better suit your client needs, so please do not hesitate to request changes to ensure your client's satisfaction.

Sincerely,



Tiffany Yee
University of Technology Sydney
accessUTS, UTS Commercial
International Study Tours

Program agenda

Week 1						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
<p>Arrival in Sydney</p> <p>UTS Staff to meet at airport Name: Number:</p> <p>Check into Accommodation</p> <p>Rest</p>  <p>Flight Number:</p>	<p>10:00am – 11:00am</p> <p>Welcome and Orientation</p>	<p>9:15am – 10:00am</p> <p>Lecture</p> 	<p>10:00am – 12:00pm</p> <p>Workshop</p> <p>Australian Financial Industry Overview</p> <p>Facilitated by David Bond</p>	<p>9:15am – 10:00am</p> <p>Lecture</p> 	<p>10:00am – 12:00pm</p> <p>Industry Visit</p> <p>Commonwealth Bank of Australia</p> 	Free day
	<p>11:00am – 12:00pm</p> <p>Campus Tour</p> 	<p>10:15am – 11:00am</p> <p>Lecture</p> 	Lunch break	<p>10:15am – 11:00am</p> <p>Lecture</p> 	Lunch break	
	Lunch break	<p>11:15am – 12:00pm</p> <p>Lecture</p> 		<p>11:15am – 12:00pm</p> <p>Lecture</p> 		
	<p>2:00pm – 4:00pm</p> <p>Presentation</p> <p>Australian Business Culture</p> <p>Facilitated by UTS</p>	<p>2:00pm – 2:45pm</p> <p>Lecture</p> 	<p>2:00pm – 4:00pm</p> <p>Workshop</p> <p>Australian Financial Reporting Standards</p> <p>Facilitated by UTS School of Accounting</p>	<p>2:00pm – 2:45pm</p> <p>Lecture</p> 	<p>1:30pm – 4:00pm</p> <p>Excursion</p> <p>Sydney City Tour</p>  <p>Opera House Bondi Beach Harbour Bridge</p>	
		<p>3:00pm – 3:45pm</p> <p>Lecture</p> 		<p>3:00pm – 3:45pm</p> <p>Lecture</p> 		

Week 2						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
Free day	<p>10:00am – 12:00pm</p> <p>Workshop</p> <p>Careers</p> <p>Facilitated by:</p> 	<p>9:15am – 10:00am</p> <p>Lecture</p> 	<p>10:00am – 12:00pm</p> <p>Workshop</p> <p>Presentation and Speaking Skills</p> <p>Facilitated by UTS HELPS</p> 	<p>9:15am – 10:00am</p> <p>Lecture</p> 	<p>9:15am – 10:00am</p> <p>Lecture</p> 	Free day
		<p>10:15am – 11:00am</p> <p>Lecture</p> 	Lunch break	<p>10:15am – 11:00am</p> <p>Lecture</p> 	<p>10:15am – 11:00am</p> <p>Lecture</p> 	
		<p>11:15am – 12:00pm</p> <p>Lecture</p> 		<p>11:15am – 12:00pm</p> <p>Lecture</p> 	<p>11:15am – 12:00pm</p> <p>Lecture</p> 	
		Lunch break	Lunch break	Lunch break	Lunch break	
		<p>2:00pm – 4:00pm</p> <p>Workshop</p> <p>Networking and Interview skills</p> <p>Facilitated by:</p> 	<p>2:00pm – 2:45pm</p> <p>Lecture</p> 	<p>2:00pm – 4:00pm</p> <p>Workshop</p> <p>Presentation and Speaking Skills</p> <p>Facilitated by UTS HELPS</p> 	<p>2:00pm – 2:45pm</p> <p>Lecture</p> 	
		<p>3:00pm – 3:45pm</p> <p>Lecture</p> 		<p>3:00pm – 3:45pm</p> <p>Lecture</p> 	<p>3:00pm – 3:45pm</p> <p>Lecture</p> 	

Week 3							
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	
Free day	9:15am – 10:00am Lecture 	9:15am – 10:00am Lecture 	10:00am – 12:00pm Workshop Critical Thinking & Writing Facilitated by UTS HELPS 	9:15am – 10:00am Lecture 	10:00am – 12:00pm Group presentations 	00:00: Check-out of Accommodation 00:00: Depart Hotel 00:00: Flight Departs 	
	10:15am – 11:00am Lecture 	10:15am – 11:00am Lecture 			10:15am – 11:00am Lecture 		
	11.15am – 12.00pm Lecture 	11.15am – 12.00pm Lecture 			11.15am – 12.00pm Lecture 		
	Lunch break	Lunch break	Lunch break	Lunch break	Lunch break	Lunch break	
	2.00pm – 2.45pm Lecture 	2.00pm – 2.45pm Lecture 	2:00pm – 4:00pm Workshop Self-Leadership Skills Facilitated by UTS	2.00pm – 2.45pm Lecture 	2.00pm – 4.00pm Graduation and certificates 		
	3.00pm – 3:45pm Lecture 	3.00pm – 3:45pm Lecture 			3.00pm – 3:45pm Lecture 	Farewell dinner	

Fees & Conditions

The three weeks program fee starts from AUD\$78,000 (GST inclusive) for 20 students + 1 teacher.

The quote includes the following:

Program fee

Airport pick-up with staff meet and greet
Lecturers/ Workshops including: - room and AV hire - lecture notes and materials - wifi access
Light morning & afternoon tea
Industry site visit
Transport for all site visit and tours
Visa Letters of Invitation
Certificates of attendance
Sight-seeing Sydney City Tour half day
AccessUTS staff accompany to all site visits and tours
Airport drop off
TOTAL: \$42,000 (GST inclusive)

Accommodation:

Accommodation (twin share) student	From \$90 per night (20 nights) = \$1800 (GST inclusive)
Accommodation (single studio) teacher	From \$200 per night (20 nights) = \$4000 (GST inclusive)
Program + Accommodation	TOTAL:
Each student	\$3900 (GST inclusive)
20 students	\$78,000 (GST inclusive)
1 teacher	\$4000 (GST inclusive)

The fee does NOT include:

- Per diems (e.g. movies, room service, laundry)
- Flights
- Breakfast (\$15/person per day)
- Lunch (\$15/ person per day)
- Dinner (unless stated)
- Mobile simcards (\$22 per person)
- Opal Transport cards (\$20 per person)
- Interpreter (\$550 / day)

Terms and Conditions

This quote is valid for 2 weeks. This program is only confirmed when a contract is signed between your entity and accessUTS with payment received.

A 50% deposit must be received 3 weeks before the commencement of the program date stated in contract.

All cancellations must be advised via email.

Fee for cancellation or change of dates within **4 weeks** (20 working days Monday – Friday) of date of arrival will be 0%.
Fee for cancellation or change of dates within **3 weeks** (15 working days Monday – Friday) of date of arrival will be 50% of full cost.

Fee for cancellation or change of dates in less than **1 week** (5 working days Monday – Friday) of date of arrival will be 100% of full cost.

accessUTS reserves the right to cancel this program. In the case of cancellation, any program fees paid will be fully refunded.

Contact Details

Please contact me with any questions you may have.

Joyi Chen

Program Coordinator

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