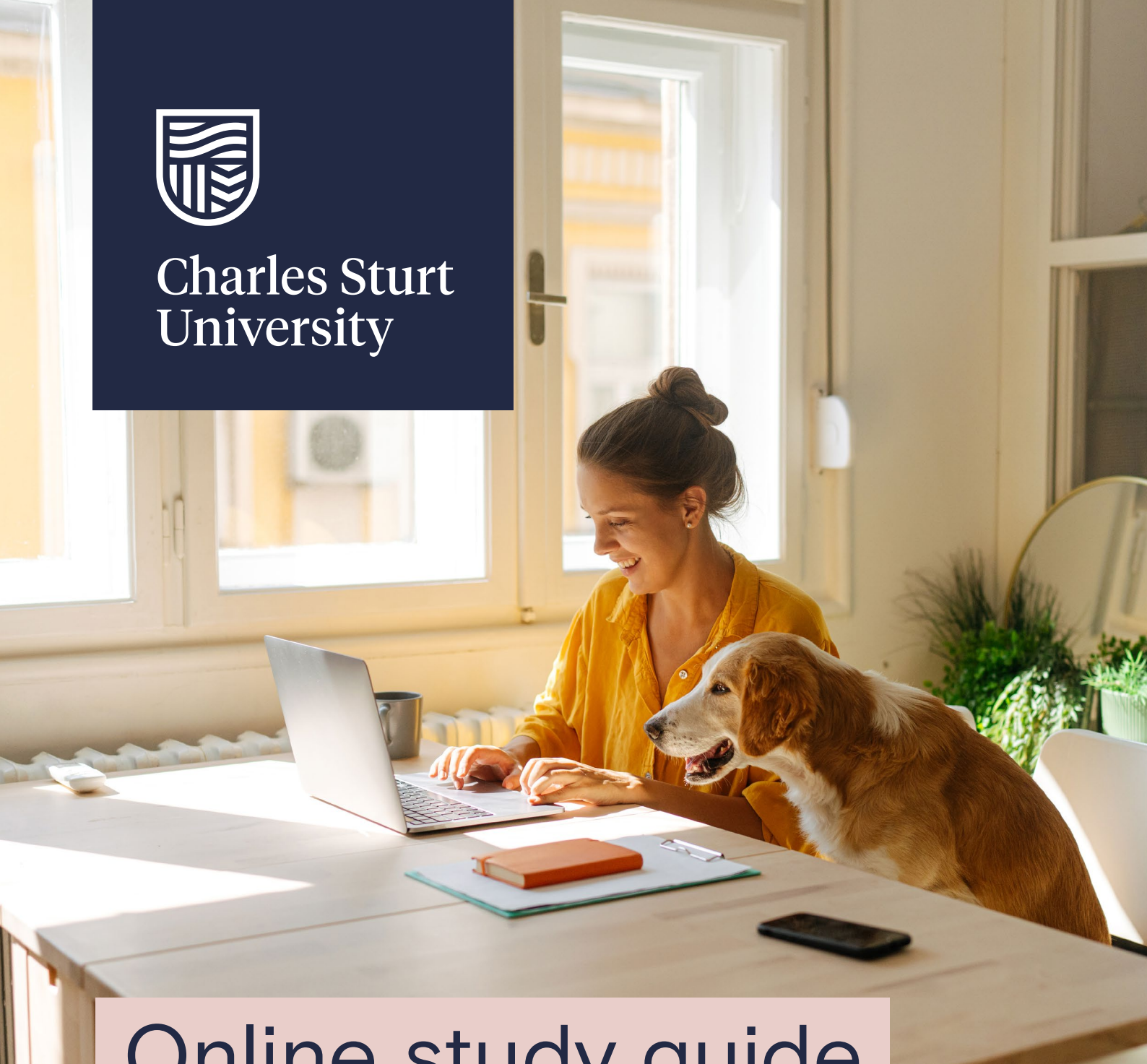




Charles Sturt
University



Online study guide

Study with Australia's most
experienced online university

2024





Study online with Charles Sturt

- ✓ Choose from more than 230 online courses – to meet your career goals.
- ✓ Balance work, life and study.
- ✓ Connect with our 26,000-strong community of online students.
- ✓ Be supported while you learn – with advisers, resources and library books just a click away.

It's study that fits around you.





#1
in Australia
for grads who get jobs



87% of our undergrads get full-time jobs within 4 months of graduating

#1 in NSW
for postgrad overall experience



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→ study.csu.edu.au/online



Benefits of online study

Here are just some of the ways studying online can work to your advantage – for you, your career and your family.

Learn at your own pace

Everyone learns differently. Whether you love to read quickly, take your time, work at the crack of dawn or at midnight as a night owl – online study works around you. All you need to do is meet the important deadlines.

Self-paced study lets you create your own timetable. One of the best ways to find your groove is to sit down before the session begins and devise a personalised study plan. Plot out key times where you'll study and make a note of important uni dates and assessment deadlines. To really reap the benefits of learning at your own pace, factor in personal and family events. After all, studying online is about finding balance while you prepare for the career you really want.

Get real flexibility

When you study online with Charles Sturt, you'll experience *real* flexibility. The kind of flexibility that lets you deal with unexpected challenges calmly and efficiently. That allows you to study and live your life. That means you choose how, when and where you learn.

Everything is there for you at the click of a mouse. Lectures, tutorials, assessments, resources and community spaces. Lectures are recorded so you can watch them when it's most convenient. Plus, our extensive digital library is available 24/7, with plenty of online resources and how-to guides to help you find what you need.



“I worked full-time and weekends were filled with sport and driving kids around, so studying online was very flexible – it suited me. If I had a busy week I could put study on hold and get back to it the following weekend. It fit in with my lifestyle and was really the only option for me.”

David McMahon, Master of Environmental Management



Keep your day job

Want to advance or change your career? Well, you don't need to quit your job to get where you really want to be. You can fit online study around your existing lifestyle, commitments and obligations – including your current job.

Generally, we recommended that you allocate around 10–12 hours of study each week, per 8-point subject. Which mean you can study and still maintain your work, family and social life.

Get personalised support

If you think online study means doing it alone, think again. Studying online with Charles Sturt means you have a whole range of study support at your fingertips. We have dedicated online learning advisers available every day until 7pm. You can reach them by phone, email, video call or online chat. Our team are here to help you with the nuts and bolts of university – from researching topics to writing assignments to referencing papers. You can talk to a study adviser one-to-one online or over the phone, and access web resources around the clock. And with comprehensive IT support, you'll never have to stress about tech issues.

Boost your soft skills

Managing work, family and study isn't always going to be a walk in the park. But the soft skills you'll develop studying online will help you take on any challenge. Employers recognise the importance of the soft skills – like time management, organisation and work ethic – it takes to juggle life, work and study. You'll also sharpen your communication through online interactions with your lecturers and fellow students.

Create your own learning environment

With online study you can design a unique study environment that works just for you. Set up a nook in your house that helps you concentrate and focus. And if you're not feeling productive at home or need a change of scenery, you can head to the library, a cosy café or park to study. Whatever works best for you. Your study environment is your personal sanctuary to get stuff done.



Frances Brogan,
Master of Nursing

“I see the world differently now. It was great with online study as we had students not only from metropolitan areas like me, but also rural areas and from many different countries. I was exposed to views and knowledge from across a wide range of experience.”



Sally Dare, Graduate Diploma of Psychology

“When you study an online course, you can play to your strengths – and build a schedule that suits your situation. I can study when I want. I can do as little or as much as I like. It's all my choice.”



How online study works

If you're new to online study or haven't studied at uni before you may be wondering how it all works. Here's what you can expect at Charles Sturt.

A day in the life

Studying online means your course content will be delivered online. You'll interact with your lecturers and other students online too. You'll have access to your student portal and forums for each subject you're enrolled in. There you'll find your subject materials, access lectures and tutorials, engage in discussion with your peers and lecturers, and submit your assignments. It's your one-stop shop. And if your course has exams, you'll do these either online or at an exam centre.

What's the difference between online and on-campus study?

When you learn online, you'll study the same course content as our on-campus students. You'll also graduate with the same degree. The major difference is that online study is done your way. You're in charge of how and when you study. Basically your study materials and learning resources are ready when you are.

Free intro to learning online

If you're new to online study and not quite sure how you'll go in an online environment, our Introduction to Learning Online module will set you up for success. As an online student, you'll automatically be enrolled in this free, short course. It's your chance

to familiarise yourself with our learning platform, see how you'll complete and submit assessments, and get a feel for what studying online is really like. Best of all, it can be done, before the session starts so you'll be ready to roll!

Intensive schools

When you study online with Charles Sturt, you may have the opportunity to attend an intensive school for certain subjects. Intensive schools are a short experience on campus between one and five days. It provides face-to-face learning with your expert academics and other students in your course. And it's the chance to engage in practical learning in world-class facilities, go deeper into course material and ask plenty of questions.

To help you plan for the year ahead, intensive school dates for the following year are released annually in September. There are also intensive school scholarships available to help with the cost of travel and accommodation. You can find out if your course has an intensive school by checking the Charles Sturt Handbook.



“Right from the beginning, I’ve found Charles Sturt to be a fantastic base for online study and it’s been great over the years, since starting my undergraduate degree, to see it continually evolve and improve.


“I found that I was well supported by my online course coordinators and others studying the same course. It definitely helps to contribute and interact with the online meetings, forum posts and others doing the course. The more I interacted, the more I learned and the more I felt I was getting from the course.”

Clare Jackson, Bachelor of Policing and MBA

Sample study plan

Here are some prime opportunities to fit study into your working week.

7-8am	Early morning study session and assessment planning before work.
12-1pm	Grab a bite to eat and watch a recorded lecture or review your study notes on your lunch break.
5-6pm	Catch up on your readings or engage in forum discussions with other students on the commute home.
7-9pm	Hook into your study modules and course materials after dinner.
Any point in the weekend	Lock in some time to get those assignments under way – then enjoy your well-deserved free time!
Public holidays	Hello, bonus study time! Also, a great chance to get ahead or do some revision.



Start, advance or change your career with online study

Start your career

Ready to take the first step in your career? Our range of online undergraduate degrees will help you get the career you really want. Whether it's a job in agricultural or environmental sciences, business, IT, law, education or psychology, you'll get the best start with us.

- Follow your passion and make a difference.
- Create job security.
- Get paid well in a job you love.

How a degree gave Marion career options

Work full-time and study part-time. Marion Wichmann wondered if it was possible. She always wanted to study at uni but when her chance arrived, she was a mum of six, a carer and a full-time employee. To succeed, Marion knew study had to fit in with her very busy life. Juggling work and family commitments could be challenging, but she was determined to finish her social welfare qualification with Charles Sturt. "I wanted my adult children to know that you have so many more career options when you go to uni

and complete a degree. The doors open up for you.

"People who study often have a lot going on in their lives, including work and family. Charles Sturt gets that and are happy to work with you to get you over the line. They stand by you."

[Read more](#) about Marion's story and what's possible at Charles Sturt.



Advance your career

Take the next step in your career with an industry-aligned postgraduate degree. At Charles Sturt, postgrad study is online study – all of our postgraduate courses are available online. Expand your knowledge, diversify your skills or explore a new specialisation. You'll put new skills into practice from the get-go. From health to education to business

to science, there's a graduate certificate, graduate diploma or master's degree for you.

- Get qualified for a promotion.
- Explore leadership or management positions.
- Increase your earning potential.
- Get paid well in a job you love.

How upskilling got Kathy her dream job

Postgrad studies can be the key to landing your ideal job. Just ask Charles Sturt Master of Education (Teacher Librarianship) student Kathy Talbot. The educator of almost 20 years turned teacher librarian exudes enthusiasm when she talks about her job. How did Kathy end up in a career she loves so much? She upskilled with postgraduate study to specialise in her career.

“I applied for a teacher librarian position and was interviewed but not offered the role – because I didn't have the qualification. Not winning the position showed me how much I wanted to pursue a career in teacher librarianship. I also

realised I wanted to return to a high school setting, where I had spent eight years in my early career.”

While studying and working part-time, Kathy gained a full-time teacher librarian position at her current school, a Year 7–12 college. Diversifying her skillset helped Kathy to advance her career – and you can too.

[Read more](#) about Kathy's story and see where postgraduate study can take you.



Change your career

Take your career in a new direction and follow your true passion. Whether you've worked in industry for a while or have changed your mind about what it is you really want to do – now is the perfect time to act and if you have previous study or industry experience under your belt you've got a unique advantage – transferable skills and knowledge. At Charles Sturt, we've got online

undergraduate and postgraduate degrees to help you transform your profession.

- Pursue a new interest or challenge.
- Benefit from increased pay opportunities.
- Explore new and evolving careers.
- Get the career you really want.

Hamish's career change from tradie to law professional

At the age of 27, Hamish McCormack wondered how to make a career change. And his two careers couldn't be more different. An electrician by trade, Hamish decided to make the switch and explore a career in the legal profession.

“I wasn't really enjoying what I was doing, so I started to look for other opportunities. And you have to think about the future. You can't go crawling through people's roofs for the rest of your life. I had been unhappy for six months, so I spoke to some friends and their advice was to find

something I was interested in and just go and do it.

“I mentioned to the Charles Sturt advisers that I had an interest in doing law. They explained that the first law classes were to begin the following year. Two of my cousins had just finished their law degrees and that spurred me on to give it a go.”

[Read more](#) about Hamish's story and get inspired to make your ultimate career change.





What can you study online?

Discover the diversity of Charles Sturt's online courses.

From undergraduate degrees to get you started, to postgraduate qualifications that will help you change or advance your career, we've got you covered.

Agriculture and environment

Animal and veterinary sciences

Arts and communication

Business

Education and teaching

Information and library studies

IT and computing

Medicine and health

Policing, law and security

Psychology and social work

Science and engineering

Theology and Islamic Studies

→ study.csu.edu.au/courses

Credit for prior learning

Keen to graduate as early as possible? You could with Charles Sturt's credit for prior learning (also known as recognition of prior learning). If you've studied before, or you have relevant work experience, you could receive credit towards your course.

Find out more

→ study.csu.edu.au/rpl

Upskilling and reskilling

Both upskilling and reskilling can help you secure your future. But what's the difference?

Upskilling refers to learning advanced or additional skills to improve your performance and possibilities in your current career. It will allow you to be more effective and efficient in your present job or seek promotion.

Reskilling refers to learning a new set of skills in order to move into a new occupation. You'll be retrained for a different job.

Find out more

→ insight.study.csu.edu.au/upskilling-reskilling

Study that fits your goals

Need to upskill or upgrade your qualifications? Want to take the next step in your career or head in a new direction? From short subjects to full degrees, you can choose from hundreds of online courses to find the right level of study for your next career move.

Micro-credential

Do a quick two or four-point micro-credential. You'll gain key skills in as little as eight weeks. And you can choose to stack micros towards a graduate certificate, graduate diploma or master's. You'll be on your way to creating your own qualification. Choose from a range of micro-credentials, on subjects like community and relationships or financial crimes. You can browse the full list here: study.csu.edu.au/micro-credentials

Single subject study

Dip your toe into university study or gain knowledge of a particular area to boost your career. What's more, you'll study the same course material that's in our degrees so you can apply for credit if you decide to study a related degree later. Explore single subjects at study.csu.edu.au/single-subject

Bachelor's degree

Typically, this is the starting point for anyone wanting to get their first uni qualification. This could be your perfect option if you've completed a TAFE or other vocational education qualification and want to upgrade or formalise your tertiary study.

Graduate certificate

A comparatively short postgraduate program, this gives you advanced knowledge and an admission pathway to further postgrad study. And the best part? You can get your first postgrad qualification in just six months of full-time study or one year of part-time study.

Graduate diploma

This is the next step in postgraduate study after a graduate certificate. Sometimes a graduate diploma is available to those without a bachelor's degree who have relevant work experience.

Master's degree

A master's is your ticket to a broad range of senior professions. You can study a master's by coursework to delve into advanced research of your chosen subject. Not only will you have higher level skills and knowledge, you'll increase your earning potential.

Higher degree by research

Add new knowledge to your area of interest by doing original research. A research master's or PhD will give you the platform to investigate new ideas, challenge the way things are done and find new ways of improving the world. Explore research opportunities at research.csu.edu.au



Applying for your course

Step 1

Do some research and choose your course from hundreds of our online degrees. If you need some help, get in touch – we're here to answer any questions.

Step 2

Check out the entry requirements under 'key information' on the online course page. Have any supporting documents like past transcripts or birth/marriage certificates ready. Depending on your course entry requirements, you might need to upload these with your application. It's best to have them on hand.

Step 3

Head to study.csu.edu.au/apply and complete the online application form. It only takes around 15 minutes. You'll need to set up a login and upload your official documents as per the course entry requirements.

Step 4

Once you've hit submit, we'll review your application and let you know if there is anything that we still need from you. Once you've met the entry requirements and we have everything needed to admit you to your course, you'll receive a study offer.

Step 5

Accept your offer. That's it! You're on your way to starting your online course and next exciting chapter.



Documents you may need for applying to uni

Documents you might need to provide will be relevant to the level of study you've chosen. We may require evidence of:

- previous study in a related field
- previous study in a different field
- relevant work experience
- professional accreditation or registration in a relevant field.

When applying to certain degrees, you may need to submit a supplementary application form or provide specified documents for graduate-entry courses.

Education documents

If you're applying for a course that requires relevant prior qualifications, such as a postgraduate or graduate-entry course, you'll need to provide evidence of your qualifications. This may include academic transcripts and copies of your certificates or qualifications from previous institutions. For example, you may need to provide your college, TAFE/VET, or university transcripts.

Employment documents

Want credit for previous industry experience? You'll need to provide evidence of your relevant employment or industry experience. Employment documents may include:

- proof of proficiency, such as a letter from your employer
- your résumé
- position description
- accreditation from relevant professional bodies.

Residency documents

You'll need to provide proof of residency if you were born overseas and currently hold an Australian Permanent Resident or Permanent Humanitarian Visa. Simply upload a copy of your passport and visa. If you were born overseas and you're now an Australian or New Zealand citizen, you'll need to provide your citizenship documentation.

Identity documents

You may need to verify your identity with a birth or citizenship certificate. If any of the documents that you've submitted are in a former name, you'll need to provide evidence of your change of name, such as a marriage certificate or official change of name confirmation.

English language proficiency documents

If you were born overseas, you'll be required to prove that you're proficient in the English language. This will need to be provided at the time of application. Learn more study.csu.edu.au/apply/process



Preparing for online study

Once you've accepted your study offer with us, it's time to get organised! Here are some tips to help you get going.

An online introduction

When you accept your offer to study, you'll be automatically enrolled in our free short course, Introduction to Learning Online. This self-paced subject will tell you everything you need to know if you're new to online study. You'll learn how to use our online learning system, discover time management strategies and receive personal learning tips.

Find your bearings

Our online orientation program is the place to start. Find out about our online learning environment, how to access services and support, and how to prepare for your first subjects. We also hold regular live online orientation sessions so you can ask questions.

Navigate the library

Explore the library and learn how to access all the resources you'll need for your course. Discover how to use online resources like eJournals, eBooks and course readings, as well as how to order books to be posted to your home – free of charge.

Enhance your skills

Need a confidence boost before you begin? Want to brush up on some skills? We can help. Study Link offers short, self-paced subjects that get you ready for your degree. Delivered online, with support from a subject coordinator, Study Link subjects don't count towards your degree, but they can help you to fill knowledge gaps, enhance skills and build confidence. So you can start your degree on the front foot.

“One of the most important things to remember when studying online is to keep on top of being organised. Making sure you have the correct place for your resources, all the files on your computer set up, and know when all your key dates are. That way, you don't misplace information, lose an assignment or have any issues with online study.”



Charlotte Groves
Bachelor of Education (K-12)

“I knew it would be a bit of a learning curve. So to prepare myself, I did three of the free short courses before starting my graduate certificate. The short courses closely align with the subjects offered in the graduate certificate or master's level courses. So you can get a taste of what a subject is like before doing it officially.”



Yaw Kyei
Graduate Certificate in Cyber Security

Online study: eight myths busted!



1. I'll only be able to choose from a handful of courses.

At Charles Sturt, we have hundreds of online courses available. From short courses to full degrees you'll find the course to get you where you want to go with your career.

2. If I study online, my qualification won't be professionally recognised.

One of the main reasons Charles Sturt grads have the highest full-time employment rates* is because we collaborate with industry organisations to design our courses. Many industry bodies accredit our degrees to reflect that commitment to getting you job ready. From the NSW Police Force and the Australian Library and Information Association, to local councils and the NSW Education Standards Authority, industry and government are truly our partners.

3. I won't get the same degree as an on-campus student.

No way! No matter if you study with us online or on campus, you'll get the same qualification. A qualification that'll take you wherever you want in your career, whether that's in agriculture, business, education, healthcare, IT, law, nursing, science or any other industry.

4. I won't have other students around to support me.

You're always connected! Just because you choose online study doesn't mean you're studying alone. Far from it. Consider yourself studying on our virtual campus – as a valued part of our community.

5. I'll find it hard to stay focused and motivated.

When you study with Charles Sturt, you become part of something bigger. You become family. And families support each other. Whenever you need support, we're here to help you get back on track.

6. It will cost me more to study an online course.

Whether the degree you choose to study is online or on campus, full-time or part-time, you'll get exactly the same qualification – with the same course fees. And you'll save money on accommodation and travel when you study from home.

7. It'll take me much longer to complete an online course.

When you study online you're in control – speed up to finish sooner or take your time and enjoy a great work/study/life balance. Online study is study that works for you. It's learning you can fit into your life – convenient and super flexible.

8. I'll have to be tech savvy to study online.

All you'll need to start is access to a computer and wi-fi. At Charles Sturt, we're here to help you achieve your goals. You won't need to worry about tech issues. IT support is available and it's just a phone call away, or online. You'll also have access to free software downloads, including Microsoft Office 365.

*2022 QILT Graduate Outcomes Survey

Support for your studies

We've got the right support to get you through every step of the way.

Academic writing

Tap into workshops and online resources to help get your head around uni writing and essays. From developing an argument to crafting a compelling paper, referencing your sources and proofreading your work – we can help essay writing become second nature to you. We can also give you feedback on your draft assignments, so your ideas have maximum impact.

Library resources

For most of your assignments, you'll need to do some research. The library has online tools to help you do this. We've even got a library YouTube channel for all your learning know-how. And if you need any books sent to you, we'll post them out free of charge (return postage is on us, too).

Learning advisers

Our learning advisers are available seven days a week, by phone, email, video call or online chat. Charles Sturt learning advisers have academic and teaching backgrounds, and specialise in subject areas as well as in literacy, numeracy and the English language. You can ask specific questions about your course or more general questions about how to get the most out of your uni experience.

Career advice

Get the job you want when you graduate with our career advice service. Get tips on job applications, résumé writing, interview techniques and job search strategies. Take part in career development workshops. Chat to a careers or skills development officer. Explore our online jobs board. Expand your network through mentoring. There are plenty of online resources to get you job-ready too.

Health and wellbeing

Reach out online or over the phone to our friendly team whenever you need a chat. We also have specialist LGBTQIA+, disability, equity, health counselling, religious and cultural support here for you.

Finance team

Get a grip on everything dollars and cents with our finance team. They can help you apply for scholarships, access government finance, and give you tips on budgeting and planning. Plus, they can connect you with our dedicated program – Earn As You Learn – to help you get the skills and knowledge you need to apply for jobs while you're studying.



"I love the resources provided to you as an online student. It's not just lectures and readings, there are so many more tools provided to aid your learning. And if I need help with any of it, I know there's all kinds of support available to me if I reach out."

Caitlin Donald, Master of Applied Digital Marketing



Scholarships

We offer over \$10 million dollars in scholarships to help cover costs like course fees, textbooks, travel and attending work placements or intensive schools. The extra cash can help take the pressure off your finances while you're studying online, so you have more time to focus on the important stuff – like smashing your coursework.

Something most people don't know... many scholarships get left on the shelf each year simply because people assume they won't get one, so they don't even apply. Our top tip? Go for it! You've got to be in it to win it.

→ study.csu.edu.au/scholarships



“Having the financial support of a scholarship has had a flow-on effect. My costs of living and raising my family can be met more effectively with my current income. Without this scholarship I would have found it very hard to adjust my budget to be able to afford learning materials as well as day-to-day necessities.”

Iain Wood, Bachelor of Education (K-12)



Tips to stay motivated

When you study online, you'll need to keep up the momentum and stay on track with your learning. Here are some ways to help you stay motivated while you study.

1. Make connections

One of the ways that motivation can suffer when studying – especially online – can be feeling like you're on your own. When it's just you and your computer, the drive and determination doesn't always just happen. So join online forums, connect on social platforms and meet up with other local students. And don't forget to reach out if you need a hand – we've got your back.

2. Mix up your learning

Studying isn't just re-reading notes and hoping the information sinks in. There are lots of ways to mix up your study, such as a text-to-speech app to turn a PDF into an MP3. Or download the audio from a recorded lecture and listen to it on a walk. You'll also have opportunities to connect with your peers' work online – some of your assessments may even require you to post online and respond to other students.

3. Set your schedule

Planning is another strategy that can help you reinvigorate your motivation mojo. Putting subject details – assignment deadlines, exam dates and so on – on a calendar or wall planner lets you tick off milestones as you pass them. So you can study in a way that suits you.

4. Make study a daily activity

When study piles up we can easily get overwhelmed, particularly when approaching exam or assignment time. So it's a good idea to do a bit every day. Find a time that you'll be able to commit to, where you'll be able to get some distraction-free work done.

5. Reward yourself

When you're studying online it's not always top of mind to reward yourself. Between study and life you might be tempted to just get on with it. However, you're going to experience some amazing achievements during your study journey, and they should be acknowledged. Got your assignment in on time? Reward yourself. Got a better-than-expected grade in your exam? Celebrate. The reward probably shouldn't be taking the next three weeks off study, but do something nice for yourself and keep your motivation running.





Connect with your community

Study online and become part of a global community of like-minded people. They're all committed to making the most of their time at Charles Sturt, so they can make an impact when they graduate.

Online hangouts

All online Charles Sturt courses have dedicated forums for you to chat with your classmates and your teachers. Ask questions, interact with your peers, get feedback from your lecturer... or shoot the breeze.

Get social

Hit up our social media channels for current students to stay in the loop with everything Charles Sturt. Join the Online Student Representative Council Facebook page to keep across news and events specifically for online students.

Be a leader

You can apply to join the Charles Sturt leadership program – Strive. It's open to all students, including those studying online. You'll learn crucial skills like management, communication and teamwork.

Represent your peers

You can apply to become part of the Online Student Representative Committee, and advocate for your fellow online students. You'll help address the needs of online students, organise projects and help new students.



“A memorable online moment for me would be during my very first module, joining a Facebook group with a few other students and being able to share the journey with them. I often think of the support we gave to each other and how we celebrated achievements – I don't think I'd be where I am today without them.”

Ellen Robinson, Master of Education



Get some Insight

Get the inside scoop on study options, booming careers – and everything Charles Sturt – on Insight. Meet some of our past and present students and learn about their valuable and interesting work. Discover helpful information and top tips, including exam strategies, how to build soft skills, online study hacks and guides to intensive schools.

→ insight.csu.edu.au



1800 275 278 (free call within Australia)
+61 1800 275 278 (callers outside Australia)



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[charlessturtuni](https://www.youtube.com/charlessturtuni)



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University**

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