KOI MISSION

To become a leading education provider distinguished for nurturing our students and preparing them for global careers

KOI CORE VALUES

Practical education
Student-centred service
Collaboration
Innovation
Ethical principles

KOI VISION

Success in higher education through excellence and innovation
Welcome to KOI

We are proud to welcome you to King's Own Institute in Sydney Australia: a tertiary level institution that brings together the best in resources, equipment and people. King's Own Institute blends the traditions of higher education with today's modern, practical and commercial global village.

King's Own Institute offers many advantages: personal, professional and commercial. It is quickly establishing a reputation for superior education. Just how famous King's Own Institute will become and how quickly depends on our graduates. We share your success.

King's Own Institute has assembled key people to assist your academic journey. They all have long and successful careers and distinguished records of achievement in universities, the military, diplomatic service, business and industry.

We confidently assure you of a sound, professional education and a special, enjoyable learning experience.

We welcome you and look forward to shaping your career with King's Own Institute.

Dr Doug Hinchliffe
King's Own Institute CEO & Dean and President
PhD, MSc, MED, BEc, BED, GradDipEdAdmin, GradDipTESOL, TPTC, D5MC, D5AC, GAICD, CPT
AIBM Director, KOI Academic Board Member

THE KOI STORY

King's Own Institute (KOI) is a tertiary level institution located in central Sydney, Australia and offering high quality accredited Undergraduate & Postgraduate courses in Accounting, Business, Information Technology and Teaching English to Speakers of Other Languages (TESOL).

King's Own Institute is named after a regiment of the British army with which the CEO & Dean and President was associated as an exchange officer. KOI adopts a similar spirit and values with traditions and an established reputation for its recognised development of successful leaders.

Our initials, KOI, have a second meaning, as the word “koi” in some Asian languages is a wild carp. The koi is energetic and can swim upstream against the current. According to legend, if a koi succeeded in climbing the falls at a point called Dragon Gate on the Yellow River it would be transformed into a dragon fish.

This demonstrates perseverance in adversity and strength of purpose. The koi represents courage and the ability to attain high goals because of its strength and determination to overcome obstacles. Similarly, KOI aims to be a recognised leader as an education provider famous for nurturing students into successful careers. The experience of the higher education journey can be as important as the qualification itself.

Here at KOI, we strive to ensure each student has a fruitful, enjoyable and memorable career-shaping experience.
KOI believes that "social learning is as important as academic learning" to an international student. Students are encouraged to engage in social learning through casual jobs, visits to theatres, museums and arts centres, active participation in ethnic group activities and associations and emphasis on a healthy balance between study life and social life and to enjoy their life fully in Australia.

KOI adheres to a strong service culture of "we care, we help and we support students to succeed." KOI's service to students is comprehensive, ranging from academic tutoring to English language assistance, from peers as well as teachers.
The Council of Directors is the corporate governing body of AIBM and is collectively accountable for the governance, direction setting, oversight and performance of AIBM overall. The Directors are accountable for all AIBM’s operations including accountability for the award of higher education qualifications, and for continuing to meet the requirements of the Higher Education Standards Framework.
The Council of Directors has established the Academic Board as the principal academic body in AIBM to which the Council delegates the oversight of the academic functions and policies of AIBM. The Academic Board collectively provides academic leadership and oversight of AIBM’s academic activities at an institutional level.

The main role of the Academic Board is to:

- maintain the highest standards in teaching, scholarship and research at Koi and to safeguard academic freedom and the welfare of its students.
- guide the development of all academic activities of Koi through policies, guidelines and procedures for academic matters.
- report and provide academic advice to the Council of Directors and the CEO and President.

The Academic Board is led by a Chair who is a distinguished educator. Members of the Academic Board include distinguished external academic experts, senior executive staff and the President of the Student Society.
WHY KOI?

MAKE AN INFORMED DECISION

KOI Achievement
Over 10 Years of academic excellence in teaching and learning

Location
Find us at 3 locations in the heart of the Sydney CBD

Orientation
Welcome and introduction sessions for new students to KOI

Courses
Accredited courses, industry recognised and globally accepted

Student Support
Dedicated support team and qualified counsellors to help you with your studies and life in Sydney

Teachers
Teachers with industry experience, professional memberships and globally recognised qualifications from distinguished universities

Language and learning support
Learning Skills Centre (LSC) to support students who arrive with English as a second or third language

PLASS
Personalised Language and Academic Skills Support

Library and E-learning
24/7 access to digital resources via Moodle is available beyond the physical boundaries of the school

Internship & Industry linkages
Career networking, on-going information sessions, work placements and internship opportunities for KOI students

Graduates
10,000+ graduates

Alumni
Over 10,000+ graduates working across Australia and throughout the world, alumni networking opportunities

International Partners
Mainstream universities & other learning partners across Australia, South Asia, China, South East Asia and Russia
EXPLORE THE WORLD OF OPPORTUNITIES WITH AN INSTITUTE CONSISTENTLY RANKED AMONG THE BEST IN AUSTRALIA FOR CURRENT STUDENT EXPERIENCE AND RECENT GRADUATE SATISFACTION

The 2019 Student Experience Survey shows KOI has ranked higher than most of the Australian public universities.

Funded by the Australian Government Department of Education Skills and Employment, The Quality Indicators for Learning and Teaching (QILT) are a suite of Australian government endorsed surveys for higher education which cover the student life cycle from their commencement to their employment.

For me, choosing King’s Own Institute to complete my degree of Bachelor of Business (Accounting) is one of the best decisions I have made in my path of education achievement. At KOI, I am not only receiving the highest quality education from dedicated and qualified teachers, but also being provided adequate facilities and friendly environments for study and

**Mary Anne Garbin Dela Roca**
Bachelor of Business (Accounting) - Philippines

I think most of the international students would agree with me when I say leaving your home country to pursue further studies or to continue what you’ve started was not an easy decision. It really requires a lot of time, effort and consideration especially in choosing which school to go to. I am so glad that I chose KOI.

This institution is really worth recommending to others who also want to study here in Australia. The professors and staff were so nice and approachable. The students and environment were so friendly. The fees are affordable, you’re really getting more than what you’ve paid for because of the quality of education. The facilities are way beyond your expectations.

So, if any one of you are looking for an Australian school to go to, KOI is the best option. Any alumni can attest to that. You will really enjoy the process of learning. The facilities are way beyond your expectations.

**Thi Phuong Nga LUONG**
Bachelor of Business (Accounting) - Vietnam

For me, choosing King’s Own Institute to complete my degree of Bachelor of Business (Accounting) is one of the best decisions I have made in my path of education achievement. At KOI, I am not only receiving the highest quality education from dedicated and qualified teachers, but also being provided adequate facilities and friendly environments for study and

**WHY KOI?**

**Byunghoon Park**
Bachelor of Business (Accounting) - South Korea

I’m originally from South Korea and came to Australia back in 2012. As I have been interested in business, I wanted to study Accounting, which is paramount for any businesses.

I was genuinely fascinated by the fact that a lot of graduates had told me to study accounting at King’s Own Institute. It is the high quality of education that KOI has. Moreover, I had received significant support from lectures, tutors, as well as staff members at KOI. They are amazing! I wouldn’t have been able to finish my course successfully if I hadn’t had help from them.

Of course, there were ups and downs throughout the course. However, I tried to enjoy every single moment at KOI over the course of three years. As a result, I was able to graduate with ‘merit’ and awarded a certificate of academic excellence. I’m really excited to see myself using everything that I have learned at KOI in the real world.

I absolutely recommend anyone who is interested in business to choose KOI.

**Lyneth Canale**
Bachelor of Business (Accounting) - Philippines

As an international student, one of the dilemmas I had was finding a school that could create a safe space for someone who needed to adjust in a new environment. Earning a degree does not only mean having good grades or completing a task.

KOI has demonstrated what high-quality service is; from the staff who had assisted me with my concerns in the school and educators who were generous in sharing their knowledge and skills, I have found great satisfaction in learning and being able to demonstrate practices in the workplace.

I chose KOI because it is LOUD. It creates Leaders, it is always Onward, has a complete Understanding of the students’ needs and Dedicated to produce only the best students who can compete anywhere in the world.
After completing the course, Master of TESOL at KOI, I have become more confident for my future career as an ESL teacher. This particular course not only provides the most professional knowledge and skills, but also provides practical teaching experience at a local language centre.

The subjects I studied at KOI are enjoyable and applicable to my future profession. I had very supportive lecturers and interactive tutors in my course and they are all industry experts.

I enjoyed getting involved in lectures, tutorials, class discussions and presentations which helped me enhance my knowledge and communication skills. I have always been cared for by lovely staff members, lecturers and my classmates. KOI also provides excellent support regarding student healthcare, social affairs, technology facilities and learning experience services for all students.

Overall, I am grateful to have studied at KOI, and I will never forget my precious and enjoyable time there.

Yanhua Han
Master of Arts (TESOL) - China

I always carried a dream of pursuing an international degree since childhood. To make my dream come true, I decided to apply for Sydney, Australia. I researched a number of colleges and universities to enroll in for my bachelor’s study and finally chose King’s Own Institute (KOI). Right now, I am studying for a Bachelor’s in IT in KOI. From my experience, I can say that starting from a reasonable fee structure to amazing and talented tutors, multicultural environment, located in the centre of Sydney, quality education, everything is perfect about KOI. I still feel that choosing KOI is the best decision to continue my undergraduate study and I am proud to be a student of KOI.

Sandhya Shrestha
Bachelor of Information Technology - Nepal

To progress up the professional ladder is becoming more rigid and therefore I decided to up-skill my knowledge and pursue my Master in Professional Accounting at King’s Own Institute.

The reason why I chose KOI as my course provider was firstly and most importantly because of their affordable and very reasonable tuition fees for the Master’s program. Having done my research and a cost comparison across many institutes in Sydney, KOI had the lowest tuition fees while offering a versatile environment for students to study in especially for international students. The first time I visited KOI’s website and went through the student testimonials, I was impressed. A picture paints a thousand words! Another reason why I chose KOI, is because their Masters in Professional Accounting program is accredited by Chartered Accountants Australia and New Zealand (CAANZ), CPA Australia (CPA) and The Institute of Public Accountants (IPA) and this means that this qualification would be internationally recognized. This is something not all institutes in Sydney offer. The location of KOI has to be a cherry on top of the cake, located right in the heart of Sydney’s CBD, offering students the opportunity to study while allowing students to explore Sydney.

Having successfully completed my first trimester, I am pleased I chose KOI. KOI offers excellent student support, learning facilities and not to mention a great team of teaching professionals who are also Industry Professionals. The academic quality, course curriculum, teaching methods and subject assessments are commendable and I would say, much better compared to other Australian Institutes and Universities. Amidst the pandemic, KOI has ensured that classes and curriculum were not affected, offering not only academic but moral support to its students as well. I would most definitely recommend King’s Own Institute to other international students.

Ashna Daleesha Sharma
Master of Professional Accounting (Standard) - Fiji

I completed Bachelor of Business (Accounting) at King’s Own Institute (KOI) nearly two years ago. Since then I worked for a couple of accounting firms and decided that I needed further progress in my career so now I am back at KOI enrolled in Masters of Professional Accounting (MPA). Initially, I was in the same place as anyone facing a hard decision and trying to make the right choice where to start my undergraduate degree. KOI is situated in a convenient location in the centre of Sydney, it has new facilities, friendly and responsive personnel and reasonable fees. That is what brought me here. From my first course I can say that the knowledge that I received during my studies was a good basis to start my career, lecturers were supportive, experienced and talented. Group projects and working with other students as a team helped me to acquire a deeper understanding of accounting concepts.

I am excited to be back here and striving for challenges and new achievements.

Alexander Bogolyubov
Masters of Professional Accounting & Bachelor of Business - Russia
Would you like to get a professional job in Australia after graduating? Australian employers highly value professional local work experience when considering you for employment.

KOI provides students with an on the job internship program to acquire "job-ready skills". The main purpose of our internship program is for our students to get first hand professional work experience here in Australia as well as give them a competitive edge over the local competition.

While completing an internship does not guarantee employment after graduating, many of KOIs' previous interns have secured full time employment with successful companies.

In addition to your academic qualifications, having local professional work experience is an added bonus when applying for a job and is highly regarded by employers.

As part of KOI's commitment to your success, KOI is providing all eligible students with a partial financial scholarship to join an Australian Internship Program.

We also understand that acquiring top quality education is not the only requirement when you venture into the world of work. Mastering successful interview skills, practical experience along with industry exposure and networking are some important contributory factors that will help you achieve your goals.

That's why we offer a variety of tools to prepare you for life after KOI.

Some of our Internship Companies

- Guardian Strata Management
- Kelly Partners Chartered Accountants
- Ace Body Corporate Management
- BFS Partners
- Care House Company
- Rabobank
- ALX Group
KOI offers industry led seminars with:

- Certified Practising Accountant (CPA)
- Institute of Public Accountants (IPA)
- Chartered Accountants Australia and New Zealand (CA ANZ)
- Australian Internships (AI)

Our Study and Life Skills program offers seminars in CV writing and interview skills along with other soft skills such as working in teams, time management and presentation skills.

CPA Ambassador for KOI

Lisa Jarrett
Bachelor of Business (Accounting), KOI

KOI not only offers an internship program to successful eligible students but also provides them with practical professional experience to complement their studies.
Being part of KOI’s Student Society is both a rewarding experience and an exciting opportunity to shape the non-academic part of student life on campus.

We strive to achieve this by organising extracurricular activities, excursions, social events and parties to encourage cross-cultural engagements amongst collegians.

Additionally, KOI’s Student Society also serves as a bridge for communication between students and staff, as the President attends the Academic Board meetings to ensure concerns raised by students are heard and addressed by KOI’s senior management team.

"At KOI’s Student Society, we are rewarding experience and an exciting opportunity to shape the non-academic part of student life on campus."

KOI STUDENT SOCIETY
GRADUATION!
OUR STUDENTS AIM TO REACH FOR THE SKY

At King’s Own Institute we share the success of our graduates. A degree at KOI leads to many rewarding careers. Our outstanding alumni are proof that hard work, passion and the KOI learning experience can lead to success in many diverse fields.
LIFE IN SYDNEY

Sydney CBD reflects Sydney’s continuous dominance in the Australian market as a preferred safe haven destination for international students and has consistently drawn over 50% of all higher education students in Australia (Source AEI).
As of October 2019 the 12-month living costs are:

- For students or guardians - AUD$21,041
- For partners coming with you - AUD$7,362
- For a child coming with you - AUD$3,152

- Hostels and Guesthouses - $90 to $150 per week
- Shared Rental - $95 to $215 per week
- Homestay - $235 to $325 per week
- Rental - $185 to $440 per week
- Boarding schools - $11,000 to $22,000 a year

- Groceries and eating out - $140 to $280 per week
- Gas, electricity - $10 to $20 per week
- Phone and Internet - $15 to $30 per week
- Public transport - $30 to $60 per week
- Car (after purchase) - $150 to $260 per week
- Entertainment - $80 to $150 per week

The list below gives you a broad indication of the range of course costs (yearly) for different types of qualifications.

- School - $7,800 to $30,000
- English language studies - Around $300 per week depending on course length
- Vocational Education and Training (Certificates I to IV, Diploma and Advanced Diploma) - $4,000 to $22,000
- Undergraduate Bachelor Degree - $20,000 to $45,000
- Postgraduate Masters Degree - $22,000 to $50,000
- Doctoral Degree - $18,000 to $42,000

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www.iglu.com.au

Urbanest - Sydney
Phone: +61 2 8091 9959, 1800 260 801
Email: quaystreet@urbanest.com.au
www.urbanest.com.au

The Link2 Team - Sydney
Phone: +61 432 600 331
Email: team@link2.com.au
www.link2.com.au

Learn to swim with

SWIM BETWEEN THE FLAGS

WORKING TOWARDS:
- Basic fundamentals of learn to swim up to a 10 – 15m distance.
- Propulsion and movement through the water.
- Water awareness
- Floating and buoyancy
- Use of a lifejacket
- Deep water survival techniques

Seán O’Hanlon
Manager, Student Experience

Things you should know about AUSTRALIA

1. Kangaroo - Kangaroos are indigenous to Australia and New Guinea.
2. Koala - The koala or, inaccurately, koala bear (Phascolarctos cinereus) is an arboreal herbivorous marsupial native to Australia.
3. Uluru - Uluru, or Ayers Rock, is a massive sandstone monolith in the heart of the Northern Territory's and "Red Center".
4. Twelve Apostles - The Twelve Apostles is a collection of limestone stacks off the shore of Port Campbell National Park, by the Great Ocean Road in Victoria, Australia.
5. Great Barrier Reef - The Great Barrier Reef is the world’s largest coral reef system comprised of over 2,000 individual reefs and 900 islands stretching for over 2,300 kilometers over an area of approximately 344,400 square kilometers. The reef is located in the Coral Sea, off the coast of Queensland, Australia.
STUDENT LIFE

Student Lounge

Our student lounges are more than somewhere to stop and have lunch. They are places to meet fellow students, relax, mingle and foster friendships. The environment is comfortable, practical and inviting. Students can bring their own lunches with reheating facilities available and vending machines for pick-me-up snacks and drinks to keep up energy levels.

Overseas Student Health Cover (OSHC)

Australian Government law requires international students and their dependents undertaking formal studies in Australia to purchase and maintain OSHC before a visa is granted. Membership of a health insurance scheme in your home country does not exempt you from having to take out OSHC. KOI's recommended provider is AHM and we can arrange the cover on your behalf when you pay your premium at the time you pay your tuition fees.

Technology

The Institute’s computer facilities include the latest technology and software, with sufficient terminals to cater for student needs. WiFi is provided throughout KOI so that students can access the internet from anywhere in the Institute with their laptops and handheld devices. Every trimester, each student is given an unlimited free data allowance for internet usage.

Library & Information Services

King’s Own Institute has specially designed and resourced libraries including a quiet room and specialist library staff for this essential part of your study. The library is located at the Level 1, Kent Street and Level 2, O’Connell Street locations. Our library is stocked with reference materials relevant to the courses offered in our institute and includes textbooks, reference books and journals. At KOI, we do our best to resource students for their best performance.

Modern Facilities

King’s Own Institute’s premises are centrally located and have been designed with the needs of today’s students in mind. The environment is not only comfortable but most importantly it is conducive to study and highly functional for the busy student.

WE CARE AT KOI

KOI believes that “social learning is as important as academic learning” to an international student. Students are encouraged to engage in social learning through casual jobs, visits to theatres, museums and arts centres, active participation in ethnic group activities and associations and emphasis on a healthy balance between study life and social life and to enjoy their life fully in Australia.

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## ACADEMIC REQUIREMENTS

<table>
<thead>
<tr>
<th>COURSE</th>
<th>DIRECT ENTRY REQUIREMENTS MINIMUM ACADEMIC QUALIFICATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diploma of Accounting</td>
<td>Higher School Certificate or equivalent with 55% minimum (comparable to an ATAR of 59) or overseas equivalent.</td>
</tr>
<tr>
<td>Diploma of Management</td>
<td>Current minimum Academic Entry Requirements applied for Trimester 3 2020 (November 2020 intake) and Trimester 1 2021 (March 2021 intake): Higher School Certificate or equivalent with 55% minimum (comparable to an ATAR of 55) or overseas equivalent. From Trimester 2 2021 (July 2021 intake), minimum Academic Entry Requirements will be Higher School Certificate or equivalent with 60% minimum (comparable to an ATAR of 60) or overseas equivalent.</td>
</tr>
<tr>
<td>Bachelor of Business (Accounting)</td>
<td>Higher School Certificate or equivalent with 70% minimum (comparable to an ATAR of 70) or overseas equivalent.</td>
</tr>
<tr>
<td>Bachelor of Information Technology</td>
<td>Australian Bachelor degree (3 years) (AQF Level 7) or overseas equivalent.</td>
</tr>
<tr>
<td>Graduate Certificate in Business</td>
<td>Australian Bachelor degree (3 years) (AQF Level 7) or overseas equivalent plus students must have completed the equivalent of ACC/301 Principles of Accounting (this will satisfy the required pre-requisite ACC/700 existing for some subjects). BUS/302 Business Law (Australian) and BUS/700 Economics in an approved accounting AQF Level 7 or above.</td>
</tr>
<tr>
<td>Master of Professional Accounting</td>
<td>Australian Bachelor degree (3 years) (AQF Level 7) or overseas equivalent.</td>
</tr>
<tr>
<td>Graduate Diploma in Business</td>
<td>Australian Bachelor degree (3 years) (AQF Level 7) or overseas equivalent.</td>
</tr>
<tr>
<td>Master of Accounting</td>
<td>Australian Bachelor degree (3 years) (AQF Level 7) or overseas equivalent.</td>
</tr>
<tr>
<td>Graduate Certificate in TESOL</td>
<td>Australian Bachelor degree (3 years) (AQF Level 7) or overseas equivalent.</td>
</tr>
<tr>
<td>Master of Arts (TESOL)</td>
<td>Australian Bachelor degree (3 years) (AQF Level 7) or overseas equivalent.</td>
</tr>
<tr>
<td>Master of IT</td>
<td>Australian Bachelor degree (3 years) (AQF Level 7) or overseas equivalent in a cognate discipline with at least 55% average in their undergraduate degree OR a Graduate Certificate of IT OR a Graduate Diploma of IT AQF level 8.</td>
</tr>
<tr>
<td>Graduate Diploma of IT</td>
<td>Australian Bachelor degree (3 years) (AQF Level 7) or overseas equivalent in a cognate discipline with at least 55% average in their undergraduate degree.</td>
</tr>
<tr>
<td>Graduate Certificate of IT</td>
<td>Australian Bachelor degree (3 years) (AQF Level 7) or overseas equivalent in a cognate discipline with at least 55% average in their undergraduate degree.</td>
</tr>
</tbody>
</table>

Please be aware that all academic requirements must be met to be the equivalent of the minimum academic qualifications required by the Department of Education’s qualification recognitions policy which uses equivalencies established by the Australian Education knocks (AQF) for entry to Australian Higher Education learning programs or qualifications that are internationally equivalent. AQF levels range from 0 (non-AQF) to 8 (Doctoral level). Please review the below table for further details.

### MINIMUM ENGLISH ENTRY REQUIREMENTS

<table>
<thead>
<tr>
<th>REQUIREMENT</th>
<th>DIPLOMA &amp; UNDERGRADUATE</th>
<th>POSTGRADUATE</th>
<th>TESOL</th>
</tr>
</thead>
<tbody>
<tr>
<td>IELTS*</td>
<td>Minimum overall score of 6.0 with no band less than 5.5</td>
<td>Minimum overall score of 6.5 with no band less than 6.0</td>
<td>Minimum overall score of 7.0 with no band less than 6.5</td>
</tr>
<tr>
<td>PTE*</td>
<td>Minimum overall score of 50 with no band less than 42</td>
<td>Minimum overall score of 58 with no band less than 50</td>
<td>Minimum overall score of 65 with no band less than 58</td>
</tr>
<tr>
<td>CAE</td>
<td>Minimum overall score of 169 with no band less than 162</td>
<td>Minimum overall score of 176 with no band less than 169</td>
<td>Minimum overall score of 185 with no band less than 176</td>
</tr>
<tr>
<td>HKCEE</td>
<td>Minimum C in Syllabus B</td>
<td>Minimum B in Syllabus B</td>
<td>Minimum B in Syllabus B</td>
</tr>
<tr>
<td>GCE (Ordinary Level)</td>
<td>C grade or better in GCE O-Level English</td>
<td>B grade or better in GCE O-Level English</td>
<td>N/A [*]</td>
</tr>
<tr>
<td>GCE (Advanced Level)</td>
<td>D grade or better in GCE A-Level English</td>
<td>C grade or better in GCE A-Level English</td>
<td>N/A [*]</td>
</tr>
<tr>
<td>NSW HSC (Undergraduate only)</td>
<td>50% English or English Literature</td>
<td>N/A [*]</td>
<td>N/A [*]</td>
</tr>
<tr>
<td>OTHER:</td>
<td>Australian qualifications</td>
<td>Successful completion of Certificate IV or higher for a duration of 12 months or over (AQF Level 4 or Higher)</td>
<td>Successful completion of recognised bachelor’s degree or higher (AQF Level 7 or higher)</td>
</tr>
</tbody>
</table>

* Students needs to meet one of the above criteria

**Results for IELTS (International English Language Testing System), TOEFL (Test of English as a Foreign Language), PTE (Pearson Test of English), and CAE (Cambridge Assessment English) are valid for two years.

[**] A NSW HSC ATAR or other secondary or tertiary qualifications will not meet the English entry requirements for KOI’s TESOL programs. Please contact KOI Marketing (marketing@koi.edu.au) for more information.

If you do not have the minimum English level

You will need to contact marketing@koi.edu.au for advice on what you can do to meet KOI’s English entry requirements. Usually you will be advised to undertake an English Language Intensive Course for Overseas Students (ELICOS) and/or for English for Academic Purposes (EAP) studies with one of our Direct Entry Partners.

If you are advised to take these studies, KOI will provide you with a list of our ELICOS Partners which can also be accessed through www.koi.edu.au.

Please note that KOI does not arrange ELICOS or EAP studies on behalf of students or agencies. These studies must be arranged independently.

Students can obtain a comprehensive list of minimum English language requirements by contacting KOI Admissions (admissions@koi.edu.au). Some students will need to achieve a required level in Academic IELTS before being issued with a student visa by the Australian government. International Students who do not satisfy the English language requirements need to undertake an ELICOS course.

Age requirement: KOI does not enrol students under 18 years of age.
**HOW TO APPLY**

1. **APPLY**

   1. Go to the apply now button on the website (www.koi.edu.au) and follow the prompts
   2. Upload your scanned documents
   3. For assistance please contact: marketing@koi.edu.au

   If your application satisfies English proficiency and academics entry requirements including Genuine Temporary Entrant (GTE) you will receive a Letter of Offer.

   The Letter of Offer will outline:
   - the applicant's identification details
   - the nominated course, non-award subject or cross-institutional study details
   - dates for orientation, course start and finish
   - normal course duration
   - indicative fees and charges, due dates for payment and the refund policy
   - specified course credit (refer to the KOI Credit Transfer Policy for more details)
   - any other relevant details or conditions

   If your application is unsuccessful KOI will advise you by e-mail

2. **ACCEPT YOUR OFFER**

   To accept your place at King's Own Institute (KOI), please do the following:
   a. Sign the "Acceptance of Offer" form.
   b. Make a tuition fees payment as indicated in your Letter of Offer.
   c. Any other required documents/information
   d. Send/Submit the above documents to Admissions (admissions@koi.edu.au)

   Upon receipt of your Acceptance of Offer form, required tuition fees and other required documentation, KOI will issue an electronic “Confirmation of Enrolment” (CoE).

   Use this document to apply for a student visa as under the guidelines set by the Australian Department of Home Affairs. www.homeaffairs.gov.au

   Note: Step 3 applies for international students only.

3. **OBTAIN A STUDENT VISA**

**Domestic Applicants Entry Requirement**

**Academic Requirements**

**Diploma and Undergraduate**

**Applicants with Recent Secondary Education (within the past two years)**

**Australian Year 12 Students**

KOI will admit students in Diploma of Accounting and Diploma of Management who have an NSW Higher School Certificate or equivalent showing satisfactory completion of Year 12 at a standard equivalent to ATAR 55.00 or above.

KOI will admit students in Bachelor of Business (Accounting) and Bachelor of Business (Management and Finance) who have an NSW Higher School Certificate or equivalent showing satisfactory completion of Year 12 at a standard equivalent to ATAR 55.00 or above. 

(From Trimester 2 2021 (July 2021 intake), minimum Academic Entry Requirements for Bachelor of Business (Accounting) will be an NSW Higher School Certificate or equivalent showing satisfactory completion of Year 12 at a standard equivalent to ATAR 60.00 or above.]

KOI will admit students in Bachelor of Information Technology who have an NSW Higher School Certificate or equivalent showing satisfactory completion of Year 12 at a standard equivalent to ATAR 70.00 or above.

**Applicants with Higher Education Study**

Applicants who have successfully undertaken any higher education study, within the last 10 years since leaving school, may be eligible for admission to a KOI course with credit transfers. For more information on this process, see Credit Transfer Policy. 


**Applicants with Vocational Education and Training (VET) Study**

Applicants who have successfully undertaken any VET study within the last 10 years since leaving school may be eligible for admission to a KOI course with credit transfers. For more information on this process, see Credit Transfer Policy.

KOI has approved articulation agreement in place for certain VET courses which specify the number of credits you may be entitled to, see VET Articulation Pathway Agreement. 


**Postgraduate**

KOI will admit students in Postgraduate Studies who have an Australian Bachelor degree (3 years) (AQF Level 7) or overseas equivalent (satisfactory achievement in all subjects).

**English Language Proficiency**

Successful completion of NSW Higher School Certificate or equivalent showing satisfactory completion of Year 12 at a standard equivalent to ATAR 55.00 or above. Students from non-native English-speaking countries require evidence of IELTS score as shown below or any other English proficiency test (See more details about these criteria by viewing our Minimum English requirements for each program of study).

<table>
<thead>
<tr>
<th>English requirement</th>
<th>Undergraduate</th>
<th>Postgraduate</th>
<th>TESOL</th>
</tr>
</thead>
<tbody>
<tr>
<td>IELTS (ACADEMIC only; GENERAL not accepted)</td>
<td>Minimum overall score of 6.0 with no band less than 5.5</td>
<td>Minimum overall of score 6.5 with no band less than 6.0</td>
<td>Minimum overall score of 7.0 with no band less than 6.5</td>
</tr>
</tbody>
</table>
Accounting
- Diploma of Accounting
- Bachelor of Business (Accounting)
- Master of Accounting
- Master of Professional Accounting

Business, Management & Finance
- Diploma of Management
- Bachelor of Business (Management & Finance)
- Graduate Certificate in Business
- Graduate Diploma of Business

Information Technology
- Bachelor of Information Technology
- Graduate Certificate of Information Technology
- Graduate Diploma of Information Technology
- Master of Information Technology

TESOL
- Graduate Certificate of TESOL
- Graduate Diploma of TESOL
- Master of Arts (TESOL)
**DIPLOMA OF ACCOUNTING**

<table>
<thead>
<tr>
<th>CRICOS</th>
<th>DURATION</th>
<th>TUITION FEE (2021)</th>
<th>TOTAL FEE (2021)</th>
<th>FEE-HELP</th>
</tr>
</thead>
<tbody>
<tr>
<td>070368K</td>
<td>1 year</td>
<td>$7,250/per trimester</td>
<td>$14,500</td>
<td>Available</td>
</tr>
</tbody>
</table>

Enrolment fee $250 is applicable at the time of initial application which is non-refundable.

**START DATES & INTAKE**
- Trimester 1: 08 March 2021
- Trimester 2: 05 July 2021
- Trimester 3: 01 November 2021

**COURSE DURATION**
- 2 Trimesters (Standard duration 1 year)

**STUDY OPTIONS**
- Full time/Part time on campus only (NO online studies available)

**CAMPUS**
- Sydney

**English Requirement**
Academic IELTS (or equivalent*) 6.0 overall with no individual band less than 5.5
*TOEFL/ PTE/ CAE or Australian Qualification Certificate IV or above

**Subject Outline**
- Professional Communication Skills
- Introduction to Accounting
- Introduction to Economics
- Introduction to Marketing
- Introduction to Management
- Introduction to Financial Accounting
- Introduction to Business Law
- Business Statistics

**Career Options**
Entry level employment in
- Accounting
- Financial Management

**BACHELOR OF BUSINESS (ACCOUNTING)**

<table>
<thead>
<tr>
<th>CRICOS</th>
<th>DURATION</th>
<th>TUITION FEE (2021)</th>
<th>TOTAL FEE (2021)</th>
<th>FEE-HELP</th>
</tr>
</thead>
<tbody>
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<td>070368A</td>
<td>3 years</td>
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<td>$43,500</td>
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</table>

Enrolment fee $250 is applicable at the time of initial application which is non-refundable.

**START DATES & INTAKE**
- Trimester 1: 08 March 2021
- Trimester 2: 05 July 2021
- Trimester 3: 01 November 2021
- Trimester 4: 08 March 2022
- Trimester 5: 05 July 2022
- Trimester 6: 01 November 2022

**COURSE DURATION**
- 6 Trimesters (Standard duration 3 years)

**STUDY REQUIREMENT**
- 4 subjects (units) per trimester. Minimum of 8 subjects per calendar year is required for full time study.

**ACADEMIC REQUIREMENT**
Higher School Certificate or equivalent with 55% minimum (comparable to an ATAR of 55) or overseas equivalent.

**ENGLISH REQUIREMENT**
Academic IELTS (or equivalent*) 6.0 overall with no individual band less than 5.5
*TOEFL/ PTE/ CAE or Australian Qualification Certificate IV or above

**Subject Outline**
- Professional Communication Skills
- Introduction to Accounting
- Introduction to Economics
- Introduction to Management
- Introduction to Financial Accounting
- Introduction to Business Law
- Business Statistics
- Tax Law
- Contemporary Issues in Accounting
- Elective
- Elective
- Auditing and Assurance Services
- Business Project (Last trimester only)

**Career Options**
- Accountant
- Business Analyst
- Auditor
- Financial Advisor
- Taxation Consultant
MASTER OF ACCOUNTING*

CRICOS: 076831K  DURATION: 1 Year 6 months  TUITION FEE (2021): $8,250 per trimester  TOTAL FEE (2021): $24,750  FEE-HELP: Available

Enrolment fee $250 is applicable at the time of initial application which is non-refundable

START DATES & INTAKE
Trimester 1: 08 March 2021
Trimester 2: 05 July 2021
Trimester 3: 01 November 2021

COURSE DURATION
3 Trimesters (Standard duration 1 Year 6 months)

STUDY OPTIONS
Full time/Part time on campus only
(NO online studies available)

CAMPUS
Sydney

ENGLISH REQUIREMENT
Academic IELTS (or equivalent*) 6.5 overall with no individual band less than 6.0

*TOEFL/ PTE/ CAE or Australian Qualification 3 year Bachelor degree or above

SUBJECT OUTLINE

TRIEMESTER 1
• Communication in Business
• Financial Accounting
• Financial Management
• Statistics and Data Analysis

TRIEMESTER 2
• Managerial Accounting
• Companies and Securities Law
• Corporate Accounting and Reporting
• Accounting Information Systems

TRIEMESTER 3
• Accounting Theory and Issues
• Auditing and Assurance
• Taxation Law
• Applied Business Research

CAREER OPTIONS
• Management Accountant
• Tax Accountant
• Auditor
• Corporate Treasurer
• Finance Manager
• Financial Dealer
• Financial Institution Branch Manager
• Financial Investment Adviser

* Students enrolling into this course must have completed the equivalent of KDI subjects: Principles of Accounting, Economics and Business Law. Only students who have completed an approved AQF Level 7 or above degree may enrol in the Master of Accounting course.

MASTER OF PROFESSIONAL ACCOUNTING

CRICOS: 076835F  DURATION: 2 Years  TUITION FEE (2021): $8,250 per trimester  TOTAL FEE (2021): $33,000  FEE-HELP: Available

Enrolment fee $250 is applicable at the time of initial application which is non-refundable

START DATES & INTAKE
Trimester 1: 08 March 2021
Trimester 2: 05 July 2021
Trimester 3: 01 November 2021

COURSE DURATION
4 Trimesters (Standard duration 2 Years)

STUDY OPTIONS
Full time/Part time on campus only
(NO online studies available)

CAMPUS
Sydney

ENGLISH REQUIREMENT
Academic IELTS (or equivalent*) 6.5 overall with no individual band less than 6.0

*TOEFL/ PTE/ CAE or Australian Qualification 3 year Bachelor degree or above

SUBJECT OUTLINE

TRIEMESTER 1
• Communication in Business
• Principles of Accounting
• Economics
• Business Law
• Financial Accounting
• Financial Management
• Companies and Securities Law
• Statistics and Data Analysis
• Research Project

TRIEMESTER 2
• Managerial Accounting
• Accounting Information Systems
• Corporate Accounting and Reporting
• Applied Business Research

TRIEMESTER 3
• Accounting Theory and Issues
• Research Project
• Auditing and Assurance

CAREER OPTIONS
• Management Accountant
• Tax Accountant
• Auditor
• Corporate Treasurer
• Finance Manager
• Financial Dealer
• Financial Institution Branch Manager
• Financial Investment Adviser
DIPLOMA OF MANAGEMENT

CAREER OPTIONS
Entry level employment in
• Management of small and large businesses,
• Government and Not-for-Profit organisations

SUBJECT OUTLINE
• Professional Communication Skills
• Introduction to Economics
• Introduction to Marketing
• Introduction to Management
• Organisational Behaviour
• Introduction to Accounting
• Introduction to Business Law
• Business Statistics

BACHELOR OF BUSINESS (MANAGEMENT & FINANCE)

CAREER OPTIONS
• Sales/Marketing Manager
• Business Consultants
• Real Estate Manager
• Banker

SUBJECT OUTLINE
• Professional Communication Skills
• Introduction to Economics
• Introduction to Marketing
• Introduction to Management
• Organisational Behaviour
• Introduction to Accounting
• Introduction to Business Law
• Business Statistics
• Logistics Management
• Corporate Financial Management
• Introduction to Management Accounting
• Elective

START DATES & INTAKE
Trimester 1 : 08 March 2021
Trimester 2 : 05 July 2021
Trimester 3 : 01 November 2021

ACADEMIC REQUIREMENT
Higher School Certificate or equivalent with
55% minimum (comparable to an ATAR of 55)
or overseas equivalent

ENGLISH REQUIREMENT
Academic IELTS (or equivalent*) 6.0 overall
with no individual band less than 5.5
*TOEFL/ PTE/ CAE or Australian Qualification
Certificate IV or above

CRICOS     DURATION    TUITION FEE (2021)    TOTAL FEE (2021)    FEE-HELP
070367M    3 years    $7,250/per trimester    $43,500    Available

Enrolment fee $250 is applicable at the time of initial application which is non-refundable

START DATES & INTAKE
Trimester 1 : 08 March 2021
Trimester 2 : 05 July 2021
Trimester 3 : 01 November 2021

ACADEMIC REQUIREMENT
Higher School Certificate or equivalent with
55% minimum (comparable to an ATAR of 55)
or overseas equivalent

ENGLISH REQUIREMENT
Academic IELTS (or equivalent*) 6.0 overall
with no individual band less than 5.5
*TOEFL/ PTE/ CAE or Australian Qualification
Certificate IV or above

CRICOS     DURATION    TUITION FEE (2021)    TOTAL FEE (2021)    FEE-HELP
070369J    1 year    $7,250/per trimester    $14,500    Available

Enrolment fee $250 is applicable at the time of initial application which is non-refundable

START DATES & INTAKE
Trimester 1 : 08 March 2021
Trimester 2 : 05 July 2021
Trimester 3 : 01 November 2021

ACADEMIC REQUIREMENT
Higher School Certificate or equivalent with
55% minimum (comparable to an ATAR of 55)
or overseas equivalent

ENGLISH REQUIREMENT
Academic IELTS (or equivalent*) 6.0 overall
with no individual band less than 5.5
*TOEFL/ PTE/ CAE or Australian Qualification
Certificate IV or above

CRICOS     DURATION    TUITION FEE (2021)    TOTAL FEE (2021)    FEE-HELP
070369J    1 year    $7,250/per trimester    $14,500    Available

Enrolment fee $250 is applicable at the time of initial application which is non-refundable
GRADUATE CERTIFICATE IN BUSINESS

<table>
<thead>
<tr>
<th>CRICOS</th>
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<th>TUITION FEE (2021)</th>
<th>TOTAL FEE (2021)</th>
<th>FEE-HELP</th>
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Enrolment fee $250 is applicable at the time of initial application which is non-refundable.

START DATES & INTAKE
Trimester 1: 08 March 2021
Trimester 2: 05 July 2021
Trimester 3: 01 November 2021

COURSE DURATION
1 Trimester (Standard duration 6 months)

STUDY OPTIONS
Full time/Part time on campus only
(NO online studies available)

CAMPUS
Sydney

SUBJECT OUTLINE
- Principles of Accounting
- Core 1
- Core 2
- Core 3

Instructions:
1. Students are to select 3 subjects from the approved postgraduate core subjects listed below.

Graduate Certificate in Business approved core subjects:
BUS700 Economics
BUS702 Business Law
BUS708 Statistics and Data Analysis
BUS709 Communication in Business.

CAREER OPTIONS
Entry level roles in
- Business
- Finance
- Management

FAST TRACK OPTION
Not available

STUDY REQUIREMENT
4 subjects (units) per trimester.

ACADEMIC REQUIREMENT
Australian Bachelor degree (3 years) (AQF Level 7) or overseas equivalent.

ENGLISH REQUIREMENT
Academic IELTS (or equivalent*) 6.5 overall with no individual band less than 6.0

*TOEFL/ PTE/ CAE or Australian Qualification 3 year Bachelor degree or above

GRADUATE DIPLOMA OF BUSINESS

<table>
<thead>
<tr>
<th>CRICOS</th>
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<th>TOTAL FEE (2021)</th>
<th>FEE-HELP</th>
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<tr>
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<td>$16,500</td>
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</table>

Enrolment fee $250 is applicable at the time of initial application which is non-refundable.

START DATES & INTAKE
Trimester 1: 08 March 2021
Trimester 2: 05 July 2021
Trimester 3: 01 November 2021

COURSE DURATION
2 Trimester (Standard duration 1 Year)

STUDY OPTIONS
Full time/Part time on campus only
(NO online studies available)

CAMPUS
Sydney

SUBJECT OUTLINE
- Principles of Accounting
- Economics
- Business Law
- Communication in Business

Approved Elective Subjects (select 2):
- Statistics and Data Analysis
- Accounting Information Systems
- Companies and Security Law

CAREER OPTIONS
- Analyst
- Business Administration Manager
- Contract, Program and Project Administrator
- Corporate Services Manager
- Management Consultant
BACHELOR OF INFORMATION TECHNOLOGY

<table>
<thead>
<tr>
<th>CRICOS</th>
<th>DURATION</th>
<th>TUITION FEE (2021)</th>
<th>TOTAL FEE (2021)</th>
<th>FEE-HELP</th>
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<td>$48,000</td>
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</table>

Enrolment fee $250 is applicable at the time of initial application which is non-refundable

START DATES & INTAKE
- Trimester 1: 08 March 2021
- Trimester 2: 05 July 2021
- Trimester 3: 01 November 2021

COUROE DURATION
- 6 Trimesters (Standard duration 3 years)

STUDY OPTIONS
- Full time/Part time on campus only (NO online studies available)

CAMPUS
- Sydney

FAST TRACK OPTION
- Available

STUDY REQUIREMENT
- 4 subjects (units) per trimester. Minimum of 8 subjects per calendar year is required for full time study.

ACADEMIC REQUIREMENT
- Higher School Certificate or equivalent with 70% minimum (comparable to an ATAR of 70) or overseas equivalent.

ENGLISH REQUIREMENT
- Academic IELTS (or equivalent*) 6.0 overall with no individual band less than 5.5 Certificate IV or above * TOEFL/ PTE/ CAE or Australian Qualification 3 year Bachelor degree or above

SUBJECT OUTLINE
- Trimester 1:
  - Professional Communication Skills
  - Foundations of Information Systems
  - Introduction to Programming
  - Discrete Mathematics for IT

- Trimester 2:
  - Systems Analysis and Design
  - Program Design and Development
  - Data Communications and Networks
  - Business Statistics

- Trimester 3:
  - Database Design and Development
  - Project Management
  - Cyber Security
  - Elective

- Trimester 4:
  - Computer Organization and Architecture
  - Human Computer Interaction
  - Web Design and Development
  - Innovation and Technology Management

- Trimester 5:
  - Enterprise Systems and Architecture
  - Data Analytics
  - Information Technology Project 1
  - Elective

- Trimester 6:
  - Cloud Computing
  - Professional Ethics in Computing
  - Information Technology Project 2
  - Elective

CAREER OPTIONS
- ICT Project Officer
- ICT Business Development Officer
- ICT Business Analyst
- Systems Analyst
- Web Developer
- Development Programmer
- Software and Application Programmer
- Software Engineer
- Database Administration and Support Officer
- Systems Administration and Support Officer
- Network Administration and Support Officer
- ICT Support Technician
- ICT Customer Support Officer

GRADUATE CERTIFICATE OF INFORMATION TECHNOLOGY

<table>
<thead>
<tr>
<th>CRICOS</th>
<th>DURATION</th>
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<th>TOTAL FEE (2021)</th>
<th>FEE-HELP</th>
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<tr>
<td>0100971</td>
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</table>

Enrolment fee $250 is applicable at the time of initial application which is non-refundable

START DATES & INTAKE
- Trimester 1: 08 March 2021
- Trimester 2: 05 July 2021
- Trimester 3: 01 November 2021

STUDY OPTIONS
- Full time/Part time on campus only (NO online studies available)

CAMPUS
- Sydney

FAST TRACK OPTION
- Available

STUDY REQUIREMENT
- 4 subjects (units) per trimester.

ACADEMIC REQUIREMENT
- Australian Bachelor degree (3 years) (AQF Level 7) or overseas equivalent in a cognate discipline with at least 55% average in their undergraduate degree.

ENGLISH REQUIREMENT
- Academic IELTS (or equivalent*) 6.5 overall with no individual band less than 6.0 * TOEFL/ PTE/ CAE or Australian Qualification 3 year Bachelor degree or above

SUBJECT OUTLINE
- Trimester 1:
  - Communication in Business
  - IT Governance and Emerging Technologies
  - Programming and Algorithms
  - IT Elective

CAREER OPTIONS
- Depending on chosen -
  - Junior Programmer
  - Junior Mobile Application Developer
  - Junior Analyst
GRADUATE DIPLOMA OF INFORMATION TECHNOLOGY

<table>
<thead>
<tr>
<th>CRICOS</th>
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</table>

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START DATES & INTAKE
Trimester 1: 08 March 2021
Trimester 2: 05 July 2021
Trimester 3: 01 November 2021

COURSE DURATION
2 Trimester (Standard duration 1 Year)

STUDY OPTIONS
Full time/Part time on campus only
(NO online studies available)

CAMPUS
Sydney

ACADEMIC REQUIREMENT
Australian Bachelor degree (3 years) (AQF Level 7) or overseas equivalent in a cognate discipline with at least 55% average in their undergraduate degree OR a Graduate Certificate of IT AQF level 8.

SUBJECT OUTLINE
- Communication in Business
- IT Governance and Emerging Technologies
- Statistics and Data Analysis
- Advanced Database Design and Development
- Information Technology Project Management
- IT Elective
- IT Elective

CAREER OPTIONS
Depending on specialisations chosen -
• Software and Applications Programmer
• Web Developer
• System Analyst
• Analyst Programmer

MASTER OF INFORMATION TECHNOLOGY

<table>
<thead>
<tr>
<th>CRICOS</th>
<th>DURATION</th>
<th>TUITION FEE (2021)</th>
<th>TOTAL FEE (2021)</th>
<th>FEE-HELP</th>
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<tbody>
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</table>

Enrolment fee $250 is applicable at the time of initial application which is non-refundable.

START DATES & INTAKE
Trimester 1: 08 March 2021
Trimester 2: 05 July 2021
Trimester 3: 01 November 2021
Trimester 4: 08 March 2022

COURSE DURATION
4 Trimesters (Standard duration 2 Years)

STUDY OPTIONS
Full time/Part time on campus only
(NO online studies available)

CAMPUS
Sydney

ACADEMIC REQUIREMENT
Australian Bachelor degree (3 years) (AQF Level 7) or overseas equivalent in a cognate discipline with at least 55% average in their undergraduate degree OR a Graduate Certificate of IT OR a Graduate Diploma of IT AQF level 8.

ENGLISH REQUIREMENT
Academic IELTS (or equivalent*) 6.5 overall with no individual band less than 6.0
*TOEFL/ PTE/ CAE or Australian Qualification 3 year Bachelor degree or above

SUBJECT OUTLINE
- Communication in Business
- IT Governance and Emerging Technologies
- Programming and Algorithms
- Statistics and Data Analysis
- Advanced Database Design and Development
- Information Technology Project Management
- IT Elective
- IT Elective

CAREER OPTIONS
Depending on specialisations chosen -
• Software and Applications Programmer
• Web Developer
• System Analyst
• Analyst Programmer
• Cybersecurity Specialist
• Security Architect
• Security Analyst
• Data Analyst and as a pathway to ICT manager, ICT consultant and Business analyst
**GRADUATE CERTIFICATE IN TESOL**

**CRICOS** 083136G  
**DURATION** 4 months  
**TUITION FEE (2021)** $8,500/per trimester  
**TOTAL FEE (2021)** $8,500  
**FEE-HELP** Available

Enrolment fee $250 is applicable at the time of initial application which is non-refundable

**START DATES & INTAKE**
- Trimester 1: 08 March 2021  
- Trimester 2: 05 July 2021  
- Trimester 3: 01 November 2021

**COURSE DURATION**
- 1 Trimester (Standard duration 4 months)

**STUDY OPTIONS**
- Full time/Part time on campus only  
  (NO online studies available)

**CAMPUS**  
- Sydney

**ENGLISH REQUIREMENT**  
- Academic IELTS (or equivalent*) 7.0 overall with no individual band less than 6.5  
  *TOEFL/ PTE/ CAE or Australian Qualification 3 year Bachelor degree or above

**SUBJECT OUTLINE**
- Language Teaching Methodologies  
- Linguistics for Language Teaching  
- Learning an Additional Language  
- TESOL Curriculum Development

Students will be required to complete an assessed practicum component included as part of a core subject (TESOL Curriculum Development).

The practicum includes 15 hours of observation and collaboration with an assigned teacher/facilitator and 6 hours teaching inclusive of a 1 hour assessed teaching placement in an English Language Centre. Students are required to attend these specified hours at the English Language Centre in addition to their scheduled class hours at KOI. Students do not receive any payment for their teaching in the English Language Centre. These extra hours required to be undertaken by students would come into effect during the trimester when the subject incorporating the practicum component is studied.

**CAREER OPTIONS**
- Teach English to speakers of other languages in Australia or abroad  
- ELICOS Administrator

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**GRADUATE DIPLOMA IN TESOL**

**CRICOS** 083135J  
**DURATION** 8 months  
**TUITION FEE (2021)** $8,500/per trimester  
**TOTAL FEE (2021)** $17,000  
**FEE-HELP** Available

Enrolment fee $250 is applicable at the time of initial application which is non-refundable

**START DATES & INTAKE**
- Trimester 1: 08 March 2021  
- Trimester 2: 05 July 2021  
- Trimester 3: 01 November 2021

**COURSE DURATION**
- 2 Trimesters (Standard duration 8 months)

**STUDY OPTIONS**
- Full time/Part time on campus only  
  (NO online studies available)

**CAMPUS**  
- Sydney

**ENGLISH REQUIREMENT**  
- Academic IELTS (or equivalent*) 7.0 overall with no individual band less than 6.5  
  *TOEFL/ PTE/ CAE or Australian Qualification 3 year Bachelor degree or above

**SUBJECT OUTLINE**
- Language Teaching Methodologies  
- Linguistics for Language Teaching  
- Learning an Additional Language  
- TESOL Curriculum Development  
- Research Methods of TESOL  
- Language Testing and Assessment  
- Elective  
- Elective

Students will be required to complete an assessed practicum component included as part of a core subject (TESOL Curriculum Development) and again as an elective subject (English for Academic and Specific Purposes).

The practicum includes 15 hours of observation and collaboration with an assigned teacher/facilitator and 6 hours teaching inclusive of a 1 hour assessed teaching placement in an English Language Centre. Students are required to attend these specified hours at the English Language Centre in addition to their scheduled class hours at KOI. Students do not receive any payment for their teaching in the English Language Centre. These extra hours required to be undertaken by students would come into effect during the trimester when the subjects incorporating the practicum component are studied.

**CAREER OPTIONS**
- Teach English to speakers of other languages in Australia or abroad  
- ELICOS Administrator
MASTER OF ARTS (TESOL)

<table>
<thead>
<tr>
<th>CRICOS</th>
<th>DURATION</th>
<th>TUITION FEE (2021)</th>
<th>TOTAL FEE (2021)</th>
<th>FEE-HELP</th>
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Enrolment fee $250 is applicable at the time of initial application which is non-refundable

START DATES & INTAKE
Trimester 1 : 08 March 2021
Trimester 2 : 05 July 2021
Trimester 3 : 01 November 2021

COURSE DURATION
3 Trimesters (Standard duration 12 months)

STUDY OPTIONS
Full time/Part time on campus only
(ND online studies available)

CAMPUS
Sydney

SUBJECT OUTLINE
- Language Teaching Methodologies
- Linguistics For Language Teaching
- Learning an Additional Language
- TESOL Curriculum Development
- Language Testing and Assessment
- Research Methods of TESOL
- Elective
- Elective
- Elective
- Elective
- Research Project*  
  Pre-req: 8 completed subjects including TSL713 Research Methods of TESOL Last trimester only

Students will be required to complete an assessed practicum component included as part of a core subject (TESOL Curriculum Development) and again as an elective subject (English for Academic and Specific Purposes)

The practicum includes 15 hours of observation and collaboration with an assigned teacher/facilitator and 6 hours teaching inclusive of a 1 hour assessed teaching placement in an English Language Centre. Students are required to attend these specified hours at the English Language Centre in addition to their scheduled class hours at KOI. Students do not receive any payment for their teaching in the English Language Centre. These extra hours required to be undertaken by students would come into effect during the trimester when the subjects incorporating the practicum component are studied.

CAREER OPTIONS
- Teach English to speakers of other languages at a primary, secondary and higher education level in Australia or overseas
- Academic Manager • ELICOS Administrator • Government advising • Program directing • Academic Manager • Translating
- Textbook/journal writing or Business English instructing.

FEE-HELP

What is FEE HELP?

- FEE-HELP is a loan scheme that helps eligible students enrolled in a fee-paying place to pay their tuition fees.
- Fee paying places are generally available for postgraduate courses at universities, and in both undergraduate and postgraduate courses offered by private providers.

You do not have to use a FEE-HELP loan to pay your tuition fees. You can choose to either pay all your tuition fees upfront, or you can pay some upfront and use a FEE-HELP loan for the rest. Alternatively, you can make use of a FEE-HELP loan for all your tuition fees (up to your FEE-HELP limit).

FEE-HELP is available at KOI to:

- Australian citizens residing in Australia
- Permanent humanitarian visa holders residing in Australia for the duration of their studies
- New Zealand citizens who have a special category visa, are residing in Australia and meet the residency criteria

You must maintain a 50 per cent pass rate to remain eligible for FEE-HELP once you have undertaken 8 or more units

For more information, please visit: https://www.studyassist.gov.au/
An international student may choose to pay more than 50 per cent of their tuition fees before their course commences in accordance with the ESOS Act and the National Code 2018.

In addition to the tuition fee, an Enrolment fee of $250 is applicable at the time of initial application which is non-refundable. Course fees remain unchanged for the duration of the CoE. Please contact KOI Marketing: marketing@koi.edu.au for more information and specific fees and charges that may apply to your enrolment.

### FEES-2021

<table>
<thead>
<tr>
<th>COURSE NAME</th>
<th>CRICOS</th>
<th>DURATION</th>
<th>TRIMESTER FEE 2021</th>
<th>TOTAL COURSE FEE 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diploma of Accounting</td>
<td>070368K</td>
<td>52 Weeks</td>
<td>$7,250</td>
<td>$14,500</td>
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<tr>
<td>Diploma of Management</td>
<td>070369J</td>
<td>52 Weeks</td>
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<td>$14,500</td>
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<td>Bachelor of Business (Accounting)</td>
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<td>$48,000</td>
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<tr>
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<td>52 Weeks</td>
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<td>$25,500</td>
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</tbody>
</table>

In addition to the tuition fee, an Enrolment fee of $250 is applicable at the time of initial application which is non-refundable. Course fees remain unchanged for the duration of the CoE. Please contact KOI Marketing: marketing@koi.edu.au for more information and specific fees and charges that may apply to your enrolment.

### PAYMENT OPTIONS

#### 1. DIRECT DEPOSIT / OVERSEAS TELEGRAPHIC TRANSFER

Bank: WESTPAC  
Branch Name: Sydney Office  
Branch Address: 341 George Street, Sydney NSW 2000, AUSTRALIA  
Account Name: AIBM SYDNEY KOI STUDENT FEES ACCOUNT  
BSB: 032000  
Account Number: 603940  
Swift Code: WPACAU2S

#### 2. EFTPOS

You may pay by Visa or Master Card via KOI’s online payment www.koi.edu.au/quickweb/.
Please note that American Express and Union Pay will not be accepted. No surcharge fee will be applied to payments made by credit card.

#### 3. WESTERN UNION

Paying course fees from outside of Australia:  
https://student.globalpay.wu.com/geo-buyer/koi

#### 4. BANK CHEQUE

Please make the bank cheque payable to AIBM SYDNEY KOI STUDENT FEES ACCOUNT. (Company or personal cheques will not be accepted.)

Please quote your Student ID / Applicant ID number as Reference and send a transaction receipt to fees@koi.edu.au for quick reconciliation.

- An international student may choose to pay more than 50 per cent of their tuition fees before their course commences in accordance with the ESOS Act and the National Code 2018.
LOCATIONS

1. KENT STREET: Level 1, 545 Kent Street, Sydney.
2. MARKET STREET: Level 1, 31 Market Street, Sydney.

* Locations are all within easy walking distance and students are advised prior to enrolment and the exact location is identified on course timetables.
How to contact us

KOI MAIN CONTACT DETAILS

Address: Level 1, 31 Market Street, Sydney NSW 2000.
Phone: +61 2 9283 3583
Fax: +61 2 9283 3683
Email: ask@koi.edu.au
Website: www.koi.edu.au

KOI DEPARTMENT EMAILS

KOI Academics: academic@koi.edu.au
KOI Accounts: accounts@koi.edu.au
KOI Admissions: admissions@koi.edu.au
KOI Graduation: graduation@koi.edu.au
KOI IT Support: ITsupport@koi.edu.au
KOI Library: library@koi.edu.au
KOI Marketing: marketing@koi.edu.au
KOI Reception: reception@koi.edu.au
KOI Student Services: studentserv@koi.edu.au
KOI online Learning: onlinelearning@koi.edu.au

BE COVID SAFE

WEAR MASK
CLEANING HANDS
TEMPERATURE CHECKS
KEEP SOCIAL DISTANCING
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