



PRE-DEPARTURE INFORMATION

KOI MARKET STREET

Level 1, 31 Market Street, Sydney, NSW 2000

KOI KENT STREET

Level 1, 545 Kent Street, Sydney, NSW 2000

KOI O'CONNELL STREET

Levels 1 & 2, 17 O'Connell Street, Sydney, NSW 2000

KOI NEWCASTLE CAMPUS

GF & Level 1, 59 Darby Street, Cooks Hill, NSW 2300

+61 2 9283 358

koi.edu.au

marketing@koi.edu.au

CRICOS 03171A | TEQSA PRV12012

Version: January 2025



WELCOME TO AUSTRALIA

This section includes information and pre-travel checklists to help you get away smoothly. We have prepared this checklist to help you make sure you don't overlook anything.

- **Visa:** Check your visa details and conditions, click [here](#).
- **Passport:** Ensure your passport is valid for the intended length of your study period in Australia.
- **OSHC student insurance:** It is a condition of your student visa that you maintain Overseas Student Health Cover (OSHC) for the duration of your studies. This cover needs to be arranged about the same time you accept your offer to study. (To compare which insurance is right for you, click [here](#))
- **NSW Transport:** For ways to get around in Sydney and Newcastle, click [here](#).
- **Accommodation:** KOI encourages all new students to arrange for their accommodation prior to their travel. Please find some of the accommodation options, click [here](#).
- **Consular assistance:** Make a note of the contact details of your country's [embassy in Australia](#).
- **Documentation:** keep a document folder containing your offer letter, Confirmation of Enrolment (CoE), academic transcripts from previous study, identification documents, important contact numbers, details of pre-arranged accommodation and important medical records.
- **Emergency contact number:** KOI is available on an emergency after hours contact numbers for matters that may be critical. Please use the after hours emergency contact numbers 1800 313 153 or 1800 313 155.
For more information, click [here](#)
- **Enrolment advice and Orientation Day information:** Please click [here](#) for the enrolment advice and Orientation day information.

LIFE AND LIVING COST IN SYDNEY

A city abundant in beauty, diversity, innovation and countless opportunities, Sydney has something to offer for everyone.

Expenses	Weekly Costs (AUD)
Rent	\$150 - \$300
Gas & electricity	\$48
Phone & Internet	\$10 - \$25
Groceries & eating out	\$150 or more
Public transport	\$40
Entertainment	\$80 - \$150

Source:
budgetdirect.com.au/interactives/costofliving/compare/newcastle-vs-sydney

LIFE AND LIVING COST IN NEWCASTLE

Plentiful stretches of golden sandy beaches, a vibrant cultural identity, and an unmatched lifestyle make Newcastle an up-and-coming student city with a lot to offer. Newcastle is located in the Hunter Valley, New South Wales, and has been named as one of the top ten must-see destinations in the world!

Source:
abc.net.au/news/2010-11-01/newcastle-named-one-of-worlds-top-ten-cities/2318566

Expenses	Weekly Costs (AUD)
Rent	\$110 - \$200
Gas & electricity	\$44
Phone & Internet	\$10 - \$25
Groceries & eating out	\$150 or more
Public transport	\$30
Entertainment	\$80 - \$150

Source:
budgetdirect.com.au/interactives/costofliving/compare/newcastle-vs-sydney



PRE-DEPARTURE CHECKLIST

THINGS TO DO BEFORE LEAVING HOME

- | | |
|--------------------------|--|
| ☐ | Arrange student visa (if applicable) |
| ☐ | Passport |
| ☐ | Book flight(s) or other ways of travelling and arrange travel insurance |
| ☐ | Arrange accommodation |
| ☐ | Arrange transport from airport to accommodation |
| ☐ | Letter of Offer from KOI / KOI Campus Transfer approval Form |
| ☐ | A copy of your Confirmation of Enrolment (CoE) from KOI |
| ☐ | Proof of OSHC (if you arranged it yourself) |
| ☐ | Certified copies of your qualifications and certificates |
| ☐ | Other formal identification (country ID card, driver's license, birth certificate) |
| ☐ | Written medical advice for any existing medical Conditional |

Travelling is exciting. In fact, It's so exciting that we tend to overlook small details when it comes to planning for our travel.

International travel on a student visa required a lot of preparations. You will save yourself a lot of money, time, and stress when you properly prepare for your travel. Do yourself a favour and check these things off your to-do list before you travel overseas.



WELCOME TO
KING'S OWN INSTITUTE
 SYDNEY AND NEWCASTLE, AUSTRALIA

THINGS TO DO WHEN I ARRIVE AT KOI

☐	Enrol in your course: You must enrol at KOI campus to officially commence your studies. If you are studying in • KOI Sydney Campus, visit Level 1, 31 Market Street, Sydney, NSW 2000 for your enrolment. • KOI Newcastle Campus, visit 59 Darby Street , Cooks Hill, NSW 2300 for your enrolment.
☐	Organise your Student ID Card Students can apply for their ID card once they have enrolled and made the payment.
☐	Attend Orientation On-campus Orientation is compulsory for all international students.
☐	Check your Student Portal Click on 'Current Students' from the KOI homepage. You will see the Student Portal and eLearning (Moodle) buttons for access. Log in to Moodle and complete the Academic Integrity Module and Consent Matters Program before you can access your subjects. Moodle provides resources for each subject in which you are enrolled.
☐	Access your student email This is the KOI's official method of communicating with you and must be checked regularly during the trimester. How to login student email, click here.
☐	KOI Student Society Get involved in student life and activities. KOI seeks to enhance your student life experience while on campus by encouraging our students to have a balanced lifestyle. For more information, click here or email koiss@koi.edu.au