COMM3020 Global Business Practicum
Jakarta - 25th November to 18th December 2015

COMM3020 is an intensive for-credit (6 UOC) course which provides students the unique opportunity to gain international understanding, exposure and workplace skills through studying and working in a specified location overseas.

In November 2015, this location will be Jakarta. The course will commence on 25th November and will conclude on 18th December 2015.

The central component of the course is the opportunity to work in a small cross-disciplinary student consulting team on a genuine business issue of a client organisation, such as local branches of international financial, marketing and technology corporations. Students will also attend master classes by local industry leaders, government officials and academic experts, and learn about the local culture through fieldtrips to important cultural landmarks and sights. Assessments will include a presentation to the client, a practicum report and a reflection essay.

Eligibility
COMM3020 is available to UNSW undergraduate students enrolled in a single or dual Commerce, Economics, Actuarial Studies or Information Systems program who:

- have a minimum WAM of 65;
- have completed a minimum of 96 UOC by the commencement of this course, of which 30 UOC must be within their nominated business major; and
- are in good academic standing.

Providing you have room in your program, COMM3020 may count as an elective; Business School Elective, Free elective or as an elective within some majors (Accounting, Finance, Marketing or Information Systems).

Enrolment
Enrolment is restricted and only students who meet the requirements of the selection process will be able to enrol. **Eligible students wishing to complete this course must submit an Online Application accompanied by an Expression of Interest form and 1-2-page CV by 11.59pm on 23rd August 2015.**
Cost
In addition to normal course fees, students will incur additional costs of approximately $1,200 for accommodation, visas, a weekend tour, and some local group transport. **You are responsible for arranging your own flights, ensuring that you arrive on 25th November 2015 (please wait until after the information session on 16th September to book your flights as we will discuss specific Indonesian Visa requirements).**

Australian students enrolled as Commonwealth Supported students will be charged the Student Contribution Charge for the course (HECS). Full Fee Paying International students will be charged normal tuition fees for the course. For more information, go to: [https://student.unsw.edu.au/fees-to-pay](https://student.unsw.edu.au/fees-to-pay)

There are costs that are not included in your payment and you should ensure that you have sufficient funds to cover transport to/from airport and to/from your Practicum location, phone calls, sim cards, laundry, admission costs at cultural tours, incidentals and entertainment. In addition to these, you should allow at least $40 per day to spend on basic items such as food.

Financial Assistance
New Colombo Plan funding is available for this course. Application forms will be provided to students who are accepted into the course.

Students may apply for an OS-HELP loan for this course (subject to meeting eligibility criteria). This financial assistance initiative by the Australian government assists with expenses incurred in overseas study. Application forms can be collected from the Global Education Office (Ground Floor, East Wing of the Red Centre Building). For further information including eligibility also visit [OS-HELP](#) on the main UNSW website.

Accommodation and Travel
Accommodation is at BINUS University’s student accommodation BINUS Square. All Students will stay in twin rooms.

Students are responsible for organising their own flights but MUST ensure that they arrive in Jakarta on 25th November 2015. Please wait until after the information session on 16th September to book your flights as we will discuss specific Indonesian Visa requirements. You are required to check out of the group accommodation on Friday, 18th December 2015.

Practicum Companies
Students will be placed in groups of 3 – 5 students and placed with a company to work on a project. Companies will be confirmed prior to the Pre-departure Session.

Immunisations and Health
Each student is responsible for their own health before and during the course. You should consult your doctor to get advice about vaccinations or other health issues. You should also consult the Australian Government website for travellers, [www.smartraveller.gov.au](http://www.smartraveller.gov.au)
**UNSW Travel Insurance**

UNSW’s travel insurance policy covers students taking this course. You are obliged to read and understand all details of the policy. While UNSW aims to assist you with cost effective insurance, the coverage may not meet the requirements of all students going on this course. In such cases, we strongly recommend you arrange your own travel coverage through a private insurance provider.

**Key Dates and Deadlines**

**23rd August:** complete the [Online Application](#) by 11:59pm on 23rd August, attaching:
1. Expression of Interest outlining why you want to undertake this course;
2. your current 1-2 page CV

**7th September:** Notification of selection and eligibility to enrol

**16th September:** Information Session scheduled for 11am – 12.30pm in Quad 2063

**21st September:** Payment of $500 deposit due

**8th October:** Final payment of approximately $700

**30th October:** Pre-Departure Workshop
10am to 4pm in the Business Lounge
located on Level 6 of the Business School Building

**25th November:** Depart Sydney for commencement of practicum in Jakarta

**18th December:** check out of BINUS University Student Accommodation

**Semester 1, 2016** Compulsory debrief session (date, time and location TBC)