Master of Management (Accounting)
Master of Management (Accounting & Finance)

Jane Hronsky
YOUR PROGRAM DIRECTORS

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ACCOUNTING & FINANCE

• Why study accounting?
• Why study finance?
• Careers in accounting and finance
MAKE THE MOST OF YOUR STUDIES AT MBS

- Plan your studies
- Be an active learner
- Do your reading and class preparation
- Ask questions in class
- Participate in team activities
- Follow assessment guidelines
- Read your university emails - they contain important information
- Approach staff if you need help

REMEMBER:
- We want you to succeed and are here to facilitate your learning.
- The more you put in to your studies, the more you will get out!
BE AN ACTIVE LEARNER

Workload

Every student should devote no less than **9 hours study per subject** per week outside of the classroom.

A full-time study load of 4 subjects per semester requires at least **48 hours study per week** (12 hours in class + 36 hours outside of class).

Study Skills

The University’s **Academic Skills** team provide online resources, workshops and individual tutorials to improve your study skills and help you reach your academic potential.

Visit the website for more information: services.unimelb.edu.au/academicskills
TIPS ON CHOOSING ELECTIVES

✓ Identify the subjects you have an interest in
✓ Check the pre-requisites
✓ Challenge yourself!

Master of Management electives:
uom-handbook.herokuapp.com/master-of-management-general-electives
Subject Coordinators

- **Subject coordinators** will advise you on how you can contact them and/or what their consultation times are in the first week of classes.
- **All staff** email addresses can be found using the University’s online directory: directory.unimelb.edu.au

**NOTE:** Please do not contact academic staff about administrative issues. If an enrolment matter requires permission from an academic, Stop 1 staff will liaise with that academic on your behalf.
Your student services online, on the phone and in person

Find all of your Uni info online
students.unimelb
Comprehensive website for current students at Melbourne

Check our FAQs or ask online
ask.unimelb
University’s knowledge database

Call us
13 MELB (13 6352)
Outside Australia: +61 3 9035 5511
9am – 5pm
Monday to Friday

Join a chat
9am – 7pm
Monday to Friday

Visit us from 9am – 5pm, Monday to Friday

Stop 1 at PARKVILLE
All students
757 Swanston Street
(Main entrance off Grattan Street)

Stop 1 at SOUTHBANK
VCA and MCM students only
234 St Kilda Road, Southbank
(Elisabeth Murdoch Building)

Health and Wellbeing services
All students
138 Cardigan Street, Carlton

GET UPDATES ONLINE

FOLLOW US FOR THE LATEST UPDATES:
@uomstop1

FIND US ON FACEBOOK:
~uomstop1
~firstyearatunimelb
My Unimelb

My Unimelb is your personal portal to your enrolment (study plan) and email. It can be accessed at my.unimelb.edu.au using your University email account username and password.

After you have completed your online enrolment, you can use My Unimelb to register for classes, change subjects and even update your address details.
COURSE PLANNING WEBSITE

The **MBS Course Planning website** contains important study planning information for your program.

VISIT THE COURSE PLANNING SITE FOR INFORMATION ON:

- Subject selection
- Class registration
- Advanced Standing
- Recommended study plans
- Student Support

fbe.unimelb.edu.au/students/mbs#course_planning
ACCREDITATION

Students wishing to apply for entry to Chartered Accountants Australia and New Zealand (CAANZ) and Certified Practising Accountants Australia (CPA) programs on completion of their degree must complete a sequence of 8 accounting subjects.

- **Master of Management (Accounting):** All eight subjects are core components of the degree
- **Master of Management (Accounting & Finance):** Students must take a combination of core and elective accounting subjects to complete all eight required subjects.

**MM Subject exemptions**

- If you received exemptions for any of your subjects, you will meet accreditation requirements for those subjects on the basis of your equivalent undergraduate studies.
- Contact the accrediting body for more information about meeting their requirements.
CPA AUSTRALIA

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CREATING YOUR CLASS TIMETABLE

- Students must enrol in subjects for the whole year
- Once enrolled, you must register in classes for Semester 1
- To register, log into the student portal my.unimelb.edu.au and select your preferred classes from the options available

PLEASE NOTE:

- If you are unable to register for an elective because classes are full or clash with another subject, you must choose a different elective.
- If you are unable to register for a compulsory subject because classes are full or clash with another compulsory subject, log a registration enquiry.

Trouble registering in classes?

Log a CREM Request: students.unimelb.edu.au/admin-registration
ADVANCED STANDING

What is Advanced Standing?

Students who have completed **undergraduate-level** subjects that are equivalent to compulsory MBS subjects (foundation or core subjects), may be granted subject **exemptions**. This does not reduce the number of subjects a student must complete, but allows them to take electives in place of the exempted subjects.

Students who have completed **graduate-level** studies that are equivalent to compulsory MBS subjects may be offered **credit**. Credit **does** reduce the number of subjects a student must complete.

If you have been granted Advanced Standing:

- This will be stated in your letter of offer for the program
- If you have received an exemption, contact Stop 1 to have the exempted subject replaced with an elective
If you haven’t received advanced standing but believe you are eligible, you may submit an application for a second assessment online: students.unimelb.edu.au/admin/credit

**IMPORTANT:** applications for advanced standing should only be submitted once, prior to commencing your program.

**Application requirements**

Applications for advanced standing must include the following supporting documentation:* 

- Academic transcripts
- Detailed subject outline/s from a published university source (e.g. university handbook) for the year you completed the subject.
- Documents in a language other than English must be translated by a certified professional translator.

*Students who completed their prior studies at UoM do not need to submit supporting documentation.
You will need a UoM student card for administrative transactions, proof of identification for exams, access to study spaces and your library account. You should have your student card with you whenever you are on campus.

How to get your student card

You will need to:

1. Complete your course enrolment, including enrolling into subjects.
2. Upload your photograph via the CaptureME portal.
3. Wait for a confirmation email (this can take up to 24 hours). The email will let you know how to receive your student card (i.e. via post or collection).

Further information: students.unimelb.edu.au/admin/student-card
MATHS REFRESHER WORKSHOPS

INTRODUCTION TO BUSINESS MATHEMATICS
Thursday 20 July, 9:30am – 11:15am

BUSINESS MATHEMATICS
Thursday 20 July, 1:30pm – 2:45pm

BUSINESS STATISTICS PART 1
Friday 21 July, 9:30am – 11:15am

BUSINESS STATISTICS PART 2
Friday 21 July, 1:30pm – 2:45pm

VENUE: all workshops are held in the Prest Theatre, FBE Building

Presenters:
Dr Andre Gygax & Ian O’Connor
QUESTIONS?