



Raffles College of Design & Commerce

Induction Day Thursday 9th February (10:30am – 4:00pm)

Time	Room	Description	Presenter(s)
10:30 am – 10:45 am	Lecture Theatre Ground Floor	Registration upon arrival. You will receive: <ul style="list-style-type: none"> Schedule for Induction Day Forms/missing information to be filled out 	Student Services
10:45 am – 11:30 am	Lecture Theatre Ground Floor	<p>Welcome speech by:</p> <ul style="list-style-type: none"> Academic Director <p>-----</p> <p>Presentation on:</p> <ul style="list-style-type: none"> Counselling Occupational Health & Safety (OH&S) Internship & Professional Development Overseas Student Health Cover (OSHC) Other: <ul style="list-style-type: none"> Student Handbook Equipment kits for students studying: <ul style="list-style-type: none"> Art and Design (Cert II and IV) Fashion Design Fashion Marketing Graphic Design Interior Design <p>-----</p> <p>Introduction to Student Services:</p> <ul style="list-style-type: none"> Team <ul style="list-style-type: none"> Dr Grace Phanathiroj Registrar Ms Anita Hafner Student Services Manager Ms Soohee Jung Student Services Officer Ms Riska Winata Student Services Officer Ms Vera Kuswara Student Services Officer Ms Eva Li Administrative Assistant Mr Alex MacDonald Administrative Assistant <p>Hours : Monday to Friday, 9am – 4:30pm on Level 18</p> <p>Introduction to Admissions:</p> <ul style="list-style-type: none"> Team <ul style="list-style-type: none"> Ms Paris Han Admissions Manager Ms Summer Li Admissions Officer <p>Hours : Monday to Friday, 9am – 5pm on Level 18</p>	<p>Prof Patrick Bernard</p> <p>Mrs Patricia Smith Dr Greg Cooper Ms Cynthia Bobst Mr Aditya Tater Dr Grace Phanathiroj</p> <p>Dr Grace Phanathiroj</p>



Time	Room	Description	Presenter(s)
5 Mins Break			
11:30 am – 12:00 pm	Lecture Theatre Ground Floor	Study Skills Session	Mr Ascanio Cascione
12:00 pm – 1:00 pm		<ul style="list-style-type: none"> Library Session and Tour Photo ID Session IT and Email Session <p style="color: red;">Students will be divided into 3 groups for these sessions – please refer below for details</p>	
<p>Group 1: Guide –Eva</p> <ul style="list-style-type: none"> Master of Commerce - all majors Bachelor of Commerce - all majors Diploma/Advanced Diploma of Management 			
12:00 pm– 12:20 pm	Library Level 10	Library Session and Tour	Mr Eugene Mitchell
12:20 pm – 12:40 pm	Room 1703 Level 17	Photo ID Session	Mr Eapen Verghese Ms Chloe Andersen
12:40 pm – 1:00 pm	Room 1704 Level 17	IT and Email Session	Assoc Prof Peter Cameron Mr Sudhir Parajuli
<p>Group 2: Guide - Alexander</p> <ul style="list-style-type: none"> Bachelor of Arts (VisComm) – Animation, Games Design, Moving Image, Multimedia Design, Photography Certificate II/IV in Visual Arts and Contemporary Craft 			
12:00 pm– 12:20 pm	Room 1704 Level 17	IT and Email Session	Assoc Prof Peter Cameron Mr Sudhir Parajuli
12:20 pm – 12:40 pm	Library Level 10	Library Session and Tour	Mr Eugene Mitchell
12:40 pm – 1:00 pm	Room 1703 Level 17	Photo ID Session	Mr Eapen Verghese Ms Chloe Andersen
<p>Group 3: Guide- Riska & Vera</p> <ul style="list-style-type: none"> Master of Design – all majors (Fashion Design, Fashion Marketing, Interior Design, Graphic Design, Design Management) Bachelor of Design – all majors Associate Degree in Design major 			
12:00 pm– 12:20 pm	Room 1703 Level 17	Photo ID Session	Mr Eapen Verghese Ms Chloe Andersen



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12:20 pm – 12:40 pm	Room 1704 Level 17	IT and Email Session	Assoc Prof Peter Cameron Mr Sudhir Parajuli
12:40 pm – 1:00 pm	Library Level 10	Library Session and Tour	Mr Eugene Mitchell
1:00 pm – 2:00 pm		Lunch Break	
2:00 pm – 2:30 pm	Lecture Theatre Ground Floor	Tours and Introductions. All students will be taken on a tour of the campus by their respective Program Directors: <ul style="list-style-type: none">• Commerce• Design Management• Digital Media• Graphic Design, and Art and Design• Fashion Design and Fashion Marketing• Interior Design• Photography	Ms Nicole Capodiec Assoc Prof Peter Cameron Assoc Prof Peter Cameron Mr Edward Coffey Mr Robert de Giovanni Prof Bob Chung Ms Sarah Smith
2:30 pm – 4:00 pm	Room 604 Level 6	Equipment kit presentation for students studying: <ul style="list-style-type: none">• Art and Design (Cert II and IV)• Fashion Design• Fashion Marketing• Graphic Design• Interior Design	Mr Dan Borgo-Caratti
	Admissions Level 18	Please submit all outstanding forms i.e. student agreement, DEEWR, and student details before coming to see student services for the timetables.	Admissions
	Student Services Level 18	Any queries or changes to the timetables can be made TODAY to Student Services	Student Services