



Southern Hemisphere Space Studies Program

Pre-Arrival Guide

for SH-SSP17 Participants and Visitors

Contents

Introduction	3
1. Program website	3
2. Arrival & Departure Dates.....	3
3. Registration	4
4. Immigration & Visas.....	4
5. Getting to the Mawson Lakes Campus	5
6. Accommodation and Meals	5
7. Academic Facilities, Offices and Library.....	6
8. Computing and Internet.....	6
9. Document Checklist	7
10. Other Things to Bring.....	7
11. Program Fee	8
12. Money & Finances	9
13. Insurance & Health Care	10
14. Voltage	11
15. Telephones.....	11
16. Public Transport	11
17. Mailing/Forwarding Address.....	12
19. Useful Links	12
20. ISU Alumni Network & Outreach	13
21. Contact Us.....	13

Introduction

This is a pre-arrival guide for student participants ('*participants*') and visiting faculty, lecturers and staff ('*visitors*') attending the Southern Hemisphere Space Studies Program 2017 (SH-SSP17). Please feel free to print a copy if you wish.

The program is jointly conducted by the International Space University (ISU) and the University of South Australia (UniSA). In this guide they will be referred to as '*the organizers*'.

Participants enrolling in the *UniSA Graduate Certificate in Space Studies* will be advised separately of arrangements applicable to them immediately following the end of SH-SSP17.

1. Program website

The program website for participants and visitors is at www.shssp.education

The program website contains information about the program curriculum and activities and this Pre-Arrival Guide can be downloaded from the 'Information' tab of the program website. Please check regularly for updates to this guide.

Other practical information for participants and visitors will be posted in that page and will be updated from time to time.

2. Arrival & Departure Dates

Arrival Day for the Week 0 English Class – Sunday 1 January 2017

Participants in the Week 0 Space English Access Course must plan to arrive in Adelaide for registration on *Sunday 1 January 2017, between 9.00 am and 6.00 pm (0900 – 1800 hours)*.

Arrival Day for SH-SSP17 – Sunday 8 January 2017

All program participants must plan to arrive in Adelaide for registration on *Sunday 8 January 2017 between 9.00 am and 6.00 pm (0900 – 1800 hours)*

There is a map of the UniSA Mawson Lakes Campus at the end of this guide. An online campus tour and other information is available at <http://www.unisa.edu.au/Campus-Facilities/Maps-Tours/Mawson-Lakes-campus/>

Be sure to check your travel dates carefully, as some will be crossing the international date line. Ensure that you will arrive no later than Sunday 8 January 2017. It is vital that you arrive on this date, as the program starts the next morning.

Departure Day – Saturday 11 February 2017

Graduation and the Closing Ceremony will take place Friday 10 February 2017.

The mandatory departure day for participants is Saturday 11 February 2017. All rooms have to be vacated by 12:00 (noon) and program accommodation will not be available beyond this date and time.

If accommodation is required beyond the program dates, participants and visitors must make their own bookings.

3. Registration

Registration will be from 9.00 am until 6.00 pm on **Sunday 9 January 2017** at the following location:

Experience 1 Suite, Level 2, Building A, UniSA Campus, Mawson Lakes (see the campus map on page 14 of this document).

Please bring the following documents:

- Certificate or other proof of health or travel Insurance (if you are not an Australian resident)
- Credit card for housing and other guarantee deposits
- Your passport (if you are not an Australian resident)

If you are unable to attend registration on arrival day, please notify the organizers in advance (inquiries.sh-ssp@isunet.edu) so that alternative arrangements can be made.

4. Immigration & Visas

All persons entering Australia must have a valid visa for the duration of their visit. For accurate information, please check the Australian Department of Immigration and Citizenship website: <http://www.immi.gov.au/immigration/>

For details of your nearest Australian embassy go to: <http://www.dfat.gov.au/missions/>.

It is the responsibility of participants and visitors to get the correct visa. Advance travel planning and early visa applications are important - it can take many weeks for participants and visitors from some countries to get their visa. Do not delay.

The Southern Hemisphere Space Studies Program is a Professional Development short course and not an award program in the Australian university system. A student visa for enrolment in an award program is not appropriate in this instance. The University of South Australia cannot issue a Confirmation of Enrolment (CoE) number for the purposes of a student visa. International participants are advised to apply for an Australian short term visitor and business activity visa as this type of visa is the most relevant to this event.

FOOD MUST NOT BE BROUGHT INTO AUSTRALIA. All food items must be declared to Australian customs and many types of food are subject to confiscation for quarantine reasons.

Should you need a letter of invitation, please contact us (email: inquiries.sh-ssp@isunet.edu).

5. Getting to the Mawson Lakes Campus

If you are arriving by air on Arrival Day, Sunday 9 January 2017, *and you have registered your arrival details*, you will be met at Adelaide Airport by a driver and free transport to the Mawson Lakes campus will be provided. Look for a driver with your name on a sign.

After you receive your enrolment ID and a password by email, arrival details of all participants must be registered at the program website (www.shssp.education) click Information/Arrivals Register). This applies if you are travelling by air or road and if you live in Adelaide.

If you are unable to arrive on Arrival Day or if you are program visitor and you have notified us of your arrival details, we will contact you to advise transport arrangements from Adelaide Airport to Mawson Lakes.

If you are coming to Adelaide by road, you should make your way to the UniSA Mawson Lakes Campus for registration before 6.00 pm on Arrival Day. For directions go to: <http://www.unisa.edu.au/Campus-Facilities/Maps-Tours/Mawson-Lakes-campus/>

In an emergency please contact Dr Graziella Caprarelli, Program Co-Director on +61 (0) 448 597 943

6. Accommodation and Meals

Accommodation is provided for program participants from Sunday evening 9 January to Saturday morning 11 February 2017. Meals are provided from dinner on Sunday 9 January to breakfast on Saturday 1 February inclusive.

Accommodation is provided for participants in the Week 0 Space English Access Course from Sunday evening 1 January 2017 to the commencement of the SH-SSP program. Meals are provided from dinner on Sunday 1 January.

Accommodation will be in 2 or 3 bedroom serviced apartments managed by the Mawson Lakes Hotel located a short walking distance from the Mawson Lakes campus. All participants have individual private bedrooms. Some apartments have individual bathrooms for each person, some have 2 bathrooms for 3 persons. All shared apartments have air conditioning, full kitchen facilities, seating and dining areas, clothes washer and dryer and television. The cost of telephone calls and in-room snacks are the responsibility of participants and visitors and must be paid direct to the accommodation provider. Upon checking in at the hotel participants and visitors will be asked for credit card details to secure these payments. Apartments are cleaned and bed linen changed weekly.

Free car parking is available at the accommodation buildings for those participants who will be bringing their own vehicle to Mawson Lakes.

The program meal plan is three meals a day except Sundays. On Sundays a brunch will be provided until 12 noon together with dinner from 6 pm. Meals will be provided in the Mawson Lakes Hotel Dining Room or occasionally on the UniSA campus at the locations indicated in the SH-SSP17 Program Schedule. (Necessary changes of times or location will be notified to all participants and posted in the

weekly updates to the Program Schedule). Vegetarian options will be available and we will endeavor to cater for special dietary regimes, *provided you advise us of your requests in advance of the program* (email: inquiries.sh-ssp@isunet.edu).

Participants may prepare and eat meals in their apartments at their own expense provided they notify the organizers in advance that they will not be attending a meal at the Mawson Lakes Hotel. An on-line meal order form will be made available on the program website (www.shssp.education/) for dinner orders and for notifying non-attendance at dinner.

The organizers are unable to provide meals or accommodation for participants and visitors outside the dates of your participation in the program. Participants and visitors wishing to stay outside of that period must make their own arrangements. Accommodation may be available at the Mawson Lakes Hotel adjacent to the program venue, in the Adelaide city area or in other tourist areas (*see Useful Links below*).

Smoking is prohibited in any of the accommodation rooms or function rooms within the hotel.

UniSA also has a no smoking policy <http://www.unisa.edu.au/Campus-Facilities/Smoke-Free-Campus1/>

7. Academic Facilities, Offices and Library

SH-SSP17 will be held at the Mawson Lakes Campus of the University of South Australia (UniSA).

Lectures will be held in the lecture theatres in the Mawson Centre (MC) and/or the Minerals and Materials Building (MM). Most workshops and White Paper meetings will be held in the Experience 1 suite in Building A. Some activities will be held in other facilities on campus, but these are the three main program spaces.

ISU staff offices are located on the second level of the Mawson Centre.

The UniSA library is located in Building C, directly across the quad from Building A (Experience 1). The services will include a library orientation, borrowing of library material, reference and search help, and list of new acquisitions. An orientation tour will provide information about the opening hours and how to access online resources.

8. Computing and Internet

The entire UniSA campus at Mawson Lakes has Wi-Fi wireless coverage. Participants and visitors will also have access to desktop computers in computer labs located in various parts of the campus.

Wi-Fi coverage is also available in the accommodation areas but participants and visitors are encouraged to take advantage of the UniSA wireless network as much as possible, especially for large data transfers.

All participants and visitors are strongly encouraged to bring their own laptop computers for use during the program. If you are unable to bring a laptop, please advise the organizers as soon as possible, so that arrangements can be made for you to borrow a laptop during the program.

9. Document Checklist

The following documents are important for your travel to SH-SSP17:

Entering Australia:

- Passport valid through your entire stay in Australia
- Visa valid through your entire stay in Australia

To Register as an SH-SSP17 Participant

- Proof or certificate of travel/health insurance (for participants not resident in Australia)
- Credit card for hotel and other incidental expenses – e.g. personal expenses not included in program fee (a debit card cannot be used)
- Copy of your passport and visa (for participants not resident in Australia)

10. Other Things to Bring

IT Equipment

- Laptop and/or tablet computer
- Mobile phone (GSM band) (*see Telephones below*)

Clothing / Attire

- Formal clothes / business attire. Business dress (coats and tie or dresses) will be required for the opening and closing ceremonies, final White Paper presentation and professional visits.
- Your country's traditional attire/dress for Opening & Closing Ceremonies (optional)
- Traditional and/or national costumes for Cultural Night (optional).
- Space costumes for the Space Masquerade Ball (required but if necessary can be purchased locally or space-crafted after you arrive!)
- Casual clothes for lectures, work, and recreation. It will be hot in Adelaide, but all buildings are air conditioned, so bring appropriate clothes. Make sure you bring or purchase sunscreen and a hat to wear outdoors.
- Swimming attire (optional).

Information

- Information package on space activities in your country or region (useful for individual assignments, cultural presentations and team projects, workshops, etc.)
- Materials on your professional work (items such as brochures, documentation, electronic presentations, and other promotional material).
- Materials for cultural night presentations and evenings. These can include music, photos, videos, and generally all items that are specific to your country and culture.

Medical / Hygiene

- Participants should bring their own soap (or plan to purchase it on site), as this item is NOT provided. All rooms have towels and these and the bed linen are changed weekly when the hotel staff clean the apartments.
- Any personal supplies can be purchased from the supermarket or pharmacy in the shopping centre one block from the Mawson Centre, and a few blocks from the accommodation.
- Prescription medication as needed for the duration of the Program.
- Personal toiletries.
- Sunscreen, sun glasses and hats. It can be very hot and sunny in Adelaide in summer, and it is very important to protect yourself.

Optional Items

- Sports equipment, musical instruments and other recreational items.
- Materials to exchange with, or to offer to other participants (gifts, pins, stickers, gadgets, professional materials, cultural and country materials).
- Remember that **NO FOOD** of any sort should be brought into Australia on your arrival.

11. Program Fee

Any scholarship or funding offer is subject to the terms and conditions set out in *the correspondence with ISU* and is only valid if the participant registers for the program by the due date or obtains permission in advance to arrive after the commencement of the program.

Unless otherwise arranged with ISU, all amounts owing in relation to the Program Fee must be paid to ISU before the commencement of the Program.

In the event of early departure or absence from the program, a participant is not entitled to any refund of the program fee.

Included in the Program Fee:

The SH-SSP17 program fee includes the items listed below, to which you are entitled upon completion of the registration process and fee payment has been confirmed.

- The lectures, workshops, visits and academic and research activities described in the Program Schedule (subject to any necessary changes).
- Invitations to official and social program events open to participants (cultural evenings, distinguished speaker panels, opening and closing ceremonies and receptions).
- Accommodation as described above.
- The program meal plan as described above.
- Advice and tutoring by ISU faculty and lecturers, during tutoring hours as posted in the program schedule.
- Access to UniSA computing facilities, including internet, on the Mawson Lakes campus.
- Participants will be registered on the UniSA student record system and will have access to nominated computer labs, library and campus facilities, as advised

- during the program.
- A limited quota per participant of computer printing and photocopies. Additional quotas may be purchased by the participant. This quote is in line with the limits provided for UniSA students.
- The on-line SH-SSP17 Program Handbook and other information material.
- A digital copy of core lecture handouts, study notes, reports of the SH-SSP17 White Paper, and other memories of the program, to be available at the completion of the program.
- Official transcripts of your academic performance at the program.

Not Included in the Program Fee

- The text book 'The Farthest Shore: A 21st Century Guide to Space' that will be available for purchase during the program
- Tutoring to catch up for unjustified absence from the academic program.
- Any transportation outside the official SH-SSP17 program.
- Health emergency transportation or health care. (This must be covered by your health or travel insurance, which is a compulsory item for non-Australian participants)
- Accommodation and meals other than as described above.
- Any extras consumed outside the ISU meal plan.
- Any personal phone or fax communications.
- Supplies for personal use (CDROMS, paper, pencils, etc.).
- Printing or photocopying above the individual participant quota that will be indicated at program start. Additional quotas may be purchased.
- SH-SSP17 T-shirts or other optional mementos.
- Car parking and bike rental.

Individual Responsibility

Participants are personally liable for any loss of or damage caused deliberately or negligently to buildings, furniture and equipment used in connection with the program including loss of keys or swipe cards. Any such loss or damage must be reported to the program organizers. The organizers will be not liable for loss or damage caused by participants to accommodation facilities or equipment loaned to participants.

There will be specific rules in relation to the accommodation facilities which the hotel will advise all participants when they register. One significant issue is the use of kitchen facilities for cooking in the apartments. Care must be taken to avoid excess smoke and steam that will set off the fire alarms. The reset of the alarms can cost several hundred dollars each time and this cost will be charged to the participants responsible.

If a participant requests, and is supplied with, optional goods or services that are not included in the program fee, the participant must reimburse the cost to the program organizers before the end of the program.

12. Money & Finances

Participants must plan to pay for their own personal expenses. These include, but are not limited to, cultural and social activities not included in the program activities, drinks and food not provided by the organizers at social functions, week-end activities, souvenirs, personal or professional phone calls and other incidentals.

Mastercard and Visa credit cards are generally accepted in food and retail outlets in Australia, and there are ATM cash machines and an ANZ Bank staffed branch one block from The Mawson Centre.

See http://en.wikipedia.org/wiki/Australian_dollar for information on Australian currency. Go to <http://www.xe.com/ucc> for currency conversion.

13. Insurance & Health Care

Insurance - Important

If you do not reside in Australia it is mandatory that you purchase health and accident insurance before the start of your trip to Australia. The insurance must be arranged before your departure from home. If it is a renewal, you must subscribe before the end of the previous contract.

For non-Australian residents, temporary health and accident insurance is available from Assistance Etudiants Globe Partner <http://www.assistance-etudiants.com/en/page/globe>. This international travel insurance contract covers students, trainees, working holiday visa travellers, and travellers outside of their home country, travelling throughout the world. This contract can be subscribed to by people of all nationalities under 70 years old.

Costs of the various coverage possibilities and subscriptions are available on-line. The coverage will only take effect from the date of the subscription. We recommend you to subscribe and pay directly for your coverage on-line. You can view details of such a coverage plan [here](#).

Medical services

The Mawson Lakes Medical Centre is located close to the Mawson Centre.

Address: 12 Main Street, Mawson Lakes, SA 5095

Telephone: +61 8 **8359 5133**

Opening Hours:

Monday to Friday: 8 am - 8 pm

Saturday: 8 am - 3 pm

Sunday: 9:30 am - 3 pm

After hours medical services: GP Solutions Pty Ltd telephone: +61 8 8130 3429

Dental services

The Mawson Lakes Dental Practice is also adjacent to the campus.

Address: Shop 10, the Promenade Shopping Centre, 121-131 Mawson Lakes Boulevard, Mawson Lakes, SA 5095

Telephone: +61 8 **8260 2499**

Opening Hours:

Monday to Thursday: 8.15 am - 5 pm

Friday: 8.15 am - 4 pm

Saturday: 8.30 am - 12 noon

Emergencies

The Accident and Emergency Departments of the Lyell McEwin Hospital and the Modbury Hospital are the closest available emergency medical facilities. **To call an ambulance, phone 000.**

14. Voltage

Australia's electricity voltage is 240 volts AC. Australian electrical plugs have 2 or 3 flat pins – see Plug Type I on [IEC - World Plugs: Plug Type I](#) Plug converters are available at airports and many shops.

15. Telephones

Australia uses the GSM mobile phone system with carriers such as Telstra, Optus and Vodafone offering services, primarily using the GSM-900 frequency band. Consequently phones purchased in Europe require dual-band or better to work in Australia. Phones purchased in the Americas require quad-band or better to work in Australia.

Pre-paid SIM cards are readily available at airports and shops in Mawson Lakes. All Australian mobile numbers have 10 digits with the first 2 digits being '04'. To dial an Australian mobile number from overseas, add the country code 61 and drop the '0', for example: +61 419 170251.

To dial an Adelaide fixed line number from overseas, dial the country code 61 and the area code 8. For example to dial the UniSA Mawson Lakes main number from overseas, the number is +61 8 8302 6611. To dial the same number from the Adelaide area, dial the last 8 digits only. To dial a number outside the Adelaide area from the Adelaide area, precede the number with an area code which is always 2 digits such as 02 for Sydney and Canberra, 03 for Melbourne, 07 for Brisbane etc.

Triple Zero (000) is Australia's primary emergency service number and should be used if urgent emergency assistance is required from either police, fire or ambulance services. 112 is the GSM international standard emergency number which can only be dialed on a mobile phone.

16. Public Transport

Bus routes connect Mawson Lakes to the Adelaide City district as well as Salisbury, Elizabeth and Modbury. From the Adelaide Railway Station you can connect by tram to Glenelg at the seaside and by bus to the Adelaide Hills and other destinations.

The [Mawson Interchange](#) (a 5 minute walk from the accommodation) is located on the Gawler Central commuter railway line. Train services are high frequency, with 15 minute services to the City. Services run more frequently in peak hours, half hourly on weekends and hourly at night. The interchange also has various bus connections.

For routes and timetables, click [here](#)

17. Mailing/Forwarding Address

Attn: *(insert name of participant)*
Southern Hemisphere Space Studies Program
C/- Ms Lesley Grady
Room MC2-04, Mawson Lakes Campus,
IPC MLK-08, University of South Australia
GPO Box 2471
Adelaide, South Australia, 5095

18. Car Rental / Bike Rental

Car Rental

All major car rental companies are represented in Adelaide i.e. Europcar, Hertz, Avis, Budget, etc. are available at various locations around Adelaide. Google search Adelaide Car Rental to find the full range of companies and vehicles.

Bike Rental

The areas around Mawson Lakes are generally flat and are excellent biking locations. Hirers will need to show identification in the form of a passport or drivers license. Information on bike rental is available through [Home : BIKeSA](#):

Warning

Australian cars, motorcycles and bikes drive on the left side of the road. This can be dangerous for people from countries that drive on the right side of the road (US, Canada, Europe, etc.). Each year accidents occur as a result of driving on the wrong side or looking the wrong way when they cross the street and stepping into oncoming traffic. PLEASE consider carefully if you want to rent a car if you are not familiar with driving on the left. When you cross any street PLEASE look to your **RIGHT** first, where traffic is approaching you. Bus traffic in and around the campus area makes this vital. Extra care should be taken riding bikes.

19. Useful Links

ISU's homepage [International Space University](#)

UniSA's homepage [University of South Australia](#)

UniSA Graduate Certificate in Space Studies

<http://programs.unisa.edu.au/public/pcms/program.aspx?pageid=325&sid=297>

UniSA campuses and maps

<http://www.unisa.edu.au/Campus-Facilities/Maps-Tours/>

Information on Adelaide and local tourism

<http://www.southaustralia.com/en/places-to-go/adelaide>

<https://en.wikipedia.org/wiki/Adelaide>

[Adelaide and South Australian News](#)

[Current local time and weather in Adelaide](#)

20. ISU Alumni Network & Outreach

There are over 4,000 ISU alumni located throughout the world. Participants will become full members of the ISU Alumni Network.

ISU Alumni will be invited to Alumni Day on Thursday 9 February 2017. Alumni will participate in program activities and the Space Masquerade held that day. There will also be a meeting of the Australia/New Zealand Alumni Association on Alumni Day.

Media organizations are often interested in stories about participants in ISU programs. This publicity can benefit the participant and ISU. If a journalist shows interest in interviewing you before, during or after SH-SSP, please let the organizers know. ISU is ready to help you with contacts, interview preparation and by providing material. For more information, contact: isu-externalrelations@isunet.edu

21. Contact Us

For all inquiries and notifications prior to the commencement of the program, email inquiries.sh-ssp@isunet.edu

For more urgent inquiries contact Dr Graziella Caprarelli on 0448 597943 (within Australia) or +61 448 597943 (from outside Australia).

The SH-SSP17 Program Team looks forward to meeting and working with you this summer. We hope that you will have an enjoyable and productive stay. See you in Adelaide!

Bon Voyage

Omar Hatamleh, Graziella Caprarelli and Lesley Grady

