



WIN EDUCATION

WIN COLLEGE

RTO 91175 | CRICOS CODE 02684F

Study. Learn. Grow

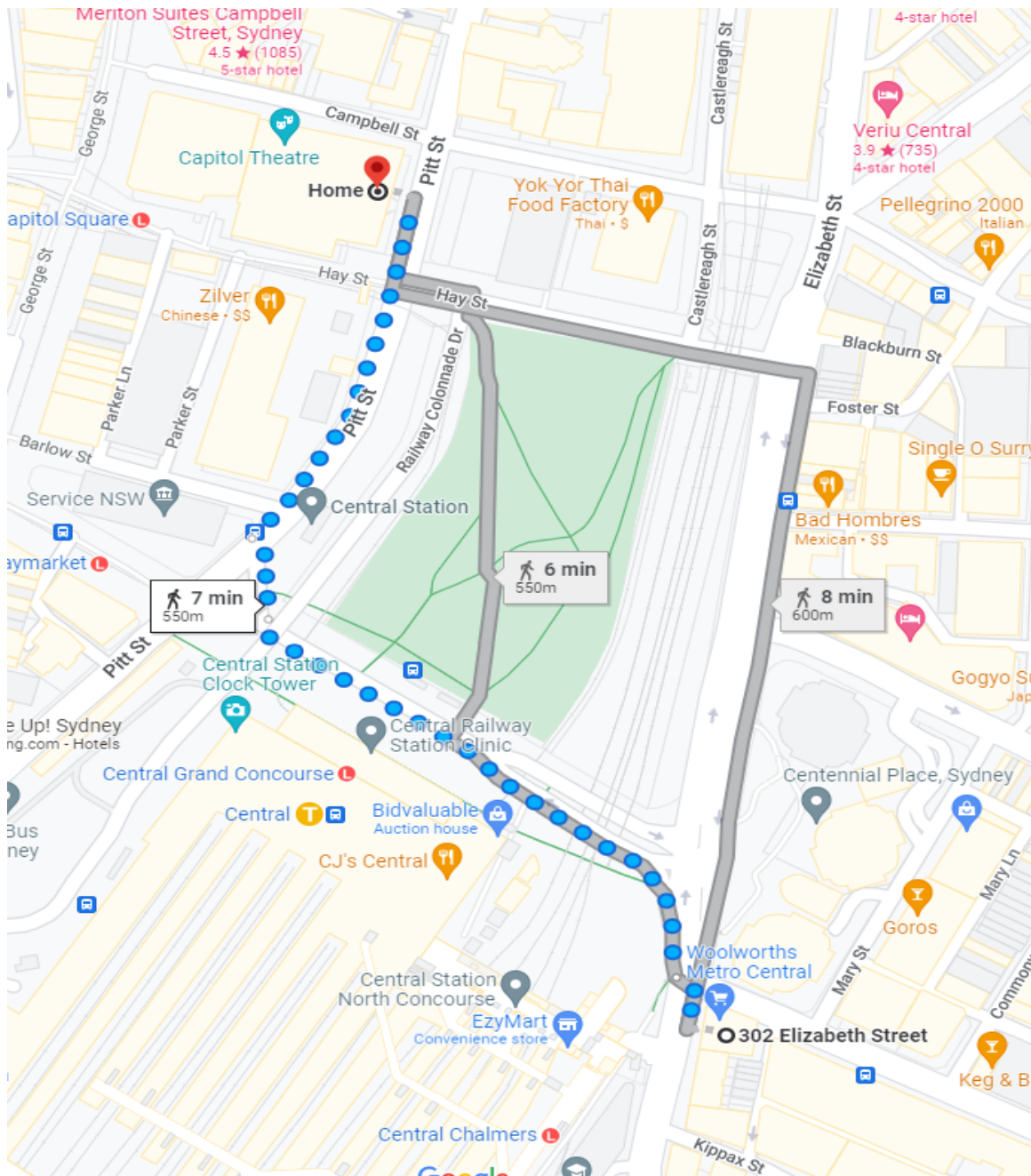
Information for student

Pitt St Campus

Facilities in and around the centre

Some students may need to travel between campuses.

Pitt Street ↔ Elizabeth Street



Elizabeth Street Campus: 302-306 Elizabeth Street, Surry Hills NSW 2010

Pitt Street Campus: Level 7, 451 Pitt St, Haymarket NSW 2000

Student Logins

You can access your student email, WIN Learning and WIN Record from the website:

<https://wincollege.edu.au/>



VOCATIONAL & ELICOS

Select the qualification you are enrolled into –Vocational & ELICOS.

Select:

[WIN LOGIN - ELICOS](#)

WIN Learning Login



WIN Learning login: win [*student ID*]

Initial Password: win [*student ID*]

Pitt Street Campus

Student Common Area

A place for students to relax, eat and hang out, the common areas contain lounges and chairs as well as an outside balcony with views over the city.

Student Kitchen

- Microwave
- Filtered water
- Coffee and tea (making facilities).

Computers

Students are free to use the computers located in the common room on Level 7, 451 Pitt Street.

Pitt Street Library contain a large range of books, movies and music which are free for students to borrow. Please see your educator.

The Haymarket public Library contains a large range of books, movies and music which are free for students to borrow.

The common room and your classroom also contain many reference books for study support.

Please see your educator.

Please see Reception to obtain Wi-Fi password and/or look around the campus for WIFI Access information

Student Support

You may require assistance from staff from time to time whilst studying at WIN English Centre. Here is a simple guide for whom to go and see:

Pitt Street Campus

ISSUE	STAFF AND LOCATION
Academic Complaints	See Reception on Level 7, 451 Pitt St and make an appointment to see Assistance Manager (besssl@win.edu.au)
Administrative Complaints	See Reception on Level 7, 451 Pitt St and make an appointment to see Head of Operations (Andrew Zhu- Andrew.zhu@win.edu.au)
Attendance and academic issues	See Reception on Level 7, 451 Pitt St and make an appointment to see Assistance Manger (besssl@win.edu.au)
Class timetable and class location	See Reception on Level 7, Pitt St Campus Student Service (studentservice@win.edu.au)
Computers, Wi-Fi and technical support	First see Reception on Level 7 Pitt St, then contact IT department at steve.li@win.edu.au
Help with assignments, class work and study	Speak to your educator or go to STUDY SUPPORT, Library Level 7, 451 Pitt St Campus (Student Service - studentservice@win.edu.au)
Help with Researching and Using Databases	Speak to your educator or go to STUDY SUPPORT, Library Level 7, 451 Pitt St Campus
Logging into WIN Email, and Moodle	First see Reception on Level 7, 451 Pitt St Campus then contact IT Department at steve.li@win.edu.au
Request for leave	See Reception on Level 7, 451 Pitt St Campus and make an appointment to see Marketing and Admission Manager
Student fees and payments	First see Reception on Level 7, 451 Pitt St Campus then see Administration Staff
Using the Library resources, collecting Textbooks and borrowing books	See Educator, Level 7, 451 Pitt St Campus
Student Support Issues	See Head of Operations Located in the Level 7, 451 Pitt St Campus (Student Service- studentservice@win.edu.au)

Preferred Lecture Time

*Please Note: Whilst all attempts will be made to put students in their selected class time tabled group
Check your timetable when you go to your individual classes.

College Opening Hours & Student Study Hours

The college is open for students from...

Day Classes: 9:00 am – 17:00 pm (Monday – Friday)

Evening Classes: 17:00 pm – 21:00 pm (Monday – Friday)

Students are reminded that the course study times are 20 hours of class time per week (full-time study load).
Students are also expected to practice their English outside of the classroom and will do some extra application of study at home (this is known as Volume of Learning).

	Monday Full-day Classes	Tuesday Full-day Classes	Wednesday	Thursday Full-day Classes	Friday Full-day Classes
Day 9:00 am - 17:00 pm	a. Cert. IV Business b. Cert. III Business c. Dip. L&M / Business d. Cert. III Automotive e. Diploma of IT	a. Cert. IV Business b. Cert. III Business c. Dip. L&M / Business d. Cert. III Automotive e. Diploma of IT	Self- Study <i>Online</i>	j. Dip. Screen & Media k. Dip. of IT l. Adv. Dip. of IT	j. Dip. Screen & Media k. Dip. of IT l. Adv. Dip. of IT
Evening 17:00 pm - 21:00 pm	f. Dip. L&M / Business g. Adv. Dip. L&M / Business h. Diploma of IT i. Cert. IV in Business	f. Dip. L&M / Business g. Adv. Dip. L&M / Business h. Diploma of IT i. Cert. IV in Business	f. Dip. L&M / Business g. Adv. Dip. L&M / Business h. Diploma of IT	f. Dip. L&M / Business g. Adv. Dip. L&M / Business h. Diploma of IT i. Cert. IV in Business	i. Cert. IV in Business

Student Signature: _____ **Date:** ____/____/____