

ACKNOWLEDGMENTS

Many thanks to all those who made the production and publication of the 2018 Sydney University Law Society First Year Handbook possible. We would like to thank the Sydney Law School and the University of Sydney Union for their continued support of SALS and its publications.

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RECOGNITION

All contributors to this publication acknowledge the original owners and custodians of this land, the Gadigal people of the Eora nation.

first year HANDBOOK



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FOREWORD

editor-in-chief

Welcome to USyd Law and congratulations on making it into this degree! I wanted to avoid using the word "discovery", as I know that those of you who are LLB students are probably sick of it by now. However, there is actually no better word to capture your first year of law at USyd. You'll discover new friendships, new spaces, new interests and new opportunities. I personally discovered all of above, in addition to a newfound capacity to tolerate late nights. My first year really broadened my horizons and pushed me to grow, and I hope that yours will do the same for you.

Although much of the fun of first year comes from making these discoveries yourself, I've found that there are many things I've learned from experience which I now wish I knew about earlier. All these things are included in this handbook, which covers everything from dealing with frustrating administration processes to doing well in your law assessments. We've even included the best places to study or get food and drink (in our opinions anyway). Hopefully this handbook will be useful for helping you make the best of your first year!

Special thanks must go to the fantastic editors Dane Luo and Karen Chau, and to Rhea Cai, SULLS' lovely publications director, for all the time and effort they have given up over the summer holiday to make this handbook happen.

All the best for your first year - enjoy the beginning of this new chapter of your life!

Nikki Liang

Editor-in-Chief, First Year Handbook
Sydney University Law Society



law industry

BASICS



Understanding the legal profession in NSW will help you figure out where you may want to work and what role might best suit your skills and personality.

LAWYERS

In NSW, there are two types of lawyers - solicitors and barristers. A solicitor is a legal professional that spends most of their time assisting clients in their everyday legal matters and affairs. They are responsible for many legal obligations and duties and provide clients with advice or a plan for handling legal issues. Solicitors can from time to time represent clients in courts, particularly in the lower courts.

Barristers spend most of their time in court, and are not involved as much in the daily legal activities of their clients. Most of a barrister's work is derived from briefs from an instructing solicitor. In NSW, barristers usually work as 'sole practitioners' (that is, they work alone) but share 'chambers' with other barristers.

LAW FIRMS

A law firm is a group of lawyers that work together. They can specialise in specific area of law or serve a specific geographic area. They can be categorised as a boutique (very small), mid-tier and top-tier. Often, people refer to the 'big six' as Herbert Smith Freehills, King & Wood Mallesons, Clayton Utz, Minter Ellison, Ashurst and Allens. Some legal professionals are known 'in house' lawyers, who are assigned to a corporation and serve their legal work.

Within law firms, lawyers may be assigned as Principal, Senior Counsel, Senior Lawyer, Junior Lawyer, Paralegal and Clerks. Whilst the distinction and range of positions are smaller in boutique and mid-tier firms, there may be very clearly defined roles in top-tier firms.

LEGAL JOBS

Legal jobs are very competitive and you need to have attributes that employers look for (such as a high WAM or fast typing and analytical skills). In your first few years, you should focus on working part-time in a legal office or volunteering at various legal centres. Don't be too concerned if the work is unpaid or pay is small - if you do well, you could get a promotion or be trusted with senior work.

We stress that unpaid employment (excluding work experience, volunteering and some training) is almost always illegal and you deserve to be paid for the work you perform. For more information, go to www.fairwork.gov.au/pay/unpaid-work

For legal career opportunities, see:

- SALS Jobs Board (<http://www.sals.org.au/jobs-board>)
- Law Society of NSW Legal Vitae (<https://legalvitae.com.au/>)

Job applications often request a CV and cover letter. For sample CVs, refer to:

- <https://beyondlaw.com.au/documents/Model%20Curriculum%20Vitae%20and%20Resume%20for%20Law%20Student%20Graduates.pdf>
- https://www.monash.edu/_data/assets/pdf_file/0008/580274/law-resume.pdf
- Helpful tips can be found at <https://www.lawsociety.com.au/cs/groups/public/documents/internetcontent/1089135.pdf>

More details can be found in the SALS Careers Guide.

surviving

UNIVERSITY ADMINISTRATION

University admin is often confusing and frustrating for first years since processes are not clearly outlined and sometimes take an excruciatingly long time to complete.

This section will introduce you to the main administration hubs at USYD so that your first few weeks are not bogged down in admin struggles.



sydney student

Sydney Student (sydneystudent.sydney.edu.au) is an online portal for all administration tasks. To briefly breakdown the portal:

- Under 'My Details', you can:
 - Update your personal details (such as when you change your address or phone number)
- Under 'My Studies', you can:
 - Change the units you want to enroll in
 - Apply for credit from previous study/reduced volume of learning (RVL)
 - Discontinue your course, suspend your studies or transfer courses
 - See your academic transcript and final assessment marks at the end of semester
- Under 'My Finances', you can:
 - See your fees and find out how to pay your fees
 - Update your bank details to receive scholarships and payments

the student centre

The Student Centre is a space where you can get guidance in person on any admin issues. Staff there generally assist with matters relating to calculator and dictionary certification, enrolments, HECS and domestic fees, student cards, class timetables and examinations. The Centre operates like Centrelink: you can get a number off a kiosk or staff member and they will call this number when it is your turn. If you know you'll be using a calculator or dictionary in your exams, definitely have it checked and certified during the semester because the line gets very long during busy periods, particularly around exams.

TIP

If you're not too keen on hanging around the Student Centre for hours waiting for your number, try getting an SMS ticket off the kiosk. As soon as the number of people queued in front of you drops to 9, it will send you a text asking you to return to the Student Centre so that you do not miss your place.

HOURS?!? IS THERE NO QUICKER SOLUTION?

You could always call the 1300 SYD UNI number but there is usually a long wait to resolve problems through that too.

The best way to avoid the wait is to do your research - sometimes all it takes is a quick google of the problem you're having and there will be a website about it. Also note that problems about anything relating to your academics (such as your grade or changing degrees) should be directed to your Faculty rather than the Student Centre.

how would I contact my home faculty?

You can only contact them through email. The addresses are as follows:

Faculty of Arts and Social Sciences Sydney Law School Sydney Conservatorium of Music	facultyservices.1@sydney.edu.au
University of Sydney Business School Faculty of Engineering and IT	facultyservices.2@sydney.edu.au
Faculty of Science Faculty of Health Sciences Faculty of Pharmacy Sydney Nursing School	facultyservices.3@sydney.edu.au

enrolling

You should have received an email asking you to confirm your place and enrol, so follow the link and enrol as soon as possible so that you have time to ask if there is anything you're unsure about. Enrolment is straightforward since you just follow the prompts online, but it can take up to an hour. Here are some of things that you will come across:

UniKey - First, you retrieve your UniKey - this will be used to log in to Sydney Student and the University Wifi, so write it down or memorise it.

Degree progression - You will then be prompted to answer questions, some of which involve degree progression. We recommend you check out our degree progression advice on pages 29. If you need to make changes, don't worry. You can also change your units at any time before the census date.

Student card - This card is a form of ID and hence is essential for you to attend exams, borrow books, and access buildings. If you use a concession Opal card, you will also need to carry it around so that you can prove you really are a student if any Transport Officer asks. Keep it safe, but if you lose it, you can replace it for \$25 at the Student Centre.

Timetables - Every February and July, timetable preferencing opens up. Make sure you block out the times you wish to keep clear and choose the class times you prefer. Just remember that your selection is not guaranteed, and once you are set a class, you are oftentimes unable to deviate from that selection unless you have permission from the Lecturer to informally do so, or unless you demonstrate special circumstances to the Student Centre: (See <https://sydney.edu.au/students/class-timetables/assistance-with-your-timetable.html>). Note that you can only request a change through the Student Centre until 17 March 2018 for Semester 1.

HECS - You will be prompted to pay for your enrolled units. Regardless of you want to apply for HECS-HELP (More on this on page 15), pay the fees upfront or are funded by another scheme (such as a scholarship), you should deal with your financial liability as soon as possible. Similar schemes also operate for the

Student Services and Amenities Fee (SSAF) with SA-HELP.

Opal - If you are eligible for a concession Opal card (Australian citizen/permanent resident and full-time student), you can apply for one on Sydney Student. This is a quick online process, usually at the end of the enrolment form - make sure to tick the box asking whether you give permission for the University to release your details to Transport for NSW.

NOTE

If you are a postgraduate research student, a bulk of your course administration will be conducted through the Higher Degree Research (HDR) Administration Centre. Your relevant research periods will also affect how you conduct your enrolment. For enquiries, please email the HDRAC at: hrdac@sydney.edu.au.

getting special consideration

Sometimes unexpected events interfere with our academic studies. If your ability to complete assessments or examinations has been affected by substantial illness, injury or misadventure, you should try applying for Special Consideration online. Brief or occasional mild illness or circumstances within your control will not be considered sufficient to apply.

NOTE

If you have an ongoing condition or illness that affects your ability to study, you should instead register with Disability Services in order to receive adjustments from the University. For more information and how to get in contact, please see: <https://sydney.edu.au/study/academic-support/disability-support.html>.

Make sure to apply for Special Consideration no more than 3 working days after the assessment for which you were affected, and try to document your reasons as thoroughly as possible - if you are applying for medical reasons, the University has a particular "Professional Practitioners' Certificate" that is required, which may be accessed at: <https://sydney.edu.au/dam/students/documents/professional-practitioner-certificate.pdf>.

The application is entirely online, and allows for further documentation. The system may be accessed at: <https://sydney.edu.au/students/special-consideration-and-arrangements/how-to-apply-and-next-steps.html>.

TIP

A simple extension of up to two days may be possible for some subjects - the Law Faculty is not usually willing to provide these, but they might be available in your second degree as per the University's *Coursework Policy 2014*. Apply for this by approaching your Unit of Study coordinator. Should you need an extension for a longer period of time, you will need to apply for Special Consideration. More information may be found at: <https://sydney.edu.au/students/simple-extensions.html>.

discontinuing a subject

Everybody has those days, everybody makes mistakes. You may, at some stage, find that you no longer want to study a unit you have chosen, or that you would be better off studying it later in your degree. If that is the case, try to discontinue the subject **prior** to the census date, that is, "withdraw" from the unit. No academic or financial penalties will apply if you withdraw. You can apply for this through the Sydney Student portal, under the "My Studies" tab.

If want to drop out the unit after the census date, you would need to apply for a "Discontinuation - Not to Count as Fail" up to **seven weeks** into the semester. This will appear on your transcript as as "DC", and won't affect your Weighted Average Mark (WAM). However, you may still be liable for tuition fees. For further details, please see: <https://sydney.edu.au/students/discontinue-a-unit-of-study.html>.

After this deadline, if you are affected by unforeseeable circumstances which impact your ability to continue a unit, you will need to apply to discontinue directly to the Law Faculty. You will need to show that these were ongoing circumstances that were beyond your control, and that you had reasonable prospects of passing the subject, for example if you had received a pass grade in a mid-semester assessment or assignment. If successful, you may be eligible for a fee refund. For more details, please see: <https://sydney.edu.au/students/refunds/remissions-and-refunds-under-special-circumstances.html>.

suspending your studies

Being a student does not necessarily mean you are bound to study non-stop for the duration of your degree - by suspending your studies for a semester or more, you can take a break from law and return to it later.

Note that there is a one year limit on your suspension period within the law component of the LLB. In other degrees, you may apply to the relevant Associate Dean for up to a maximum of **two years**.

You **must be sure** to apply for suspension, and not fail to enrol, as your candidature will **lapse** and you will be **unable** to re-apply for the combined degree.

J D S

If you are a JD student, you are **unable** to suspend in the first year of your full-time study, or the first two years of part-time study. However, you are able to suspend for an aggregate of two calendar years in total.

There are additional requirements that you will need to be aware of when suspending a degree in Law. Applications for suspensions are completed through Sydney Student, and it is recommended that this is done prior to the census date so that you are not liable for any penalties. For complete details, please see: <https://sydney.edu.au/students/suspend-your-studies/how-to-apply.html>.

discontinuing your course

This is effectively dropping out of the entire degree you are currently studying, ending your current enrolment. You may need to do this if you wish to transfer into another course (For example discontinuing Commerce/Law to study Science/Law), or decide to withdraw from tertiary study completely.

TIP

If you are transferring courses, you can request a course transfer in Sydney Student, under My Studies, Course Details, then Request course transfer. See more information about this here: <https://sydney.edu.au/students/change-your-course/allowable-transfers-and-upgrades-downgrades.html>.

If it is the latter, we recommend discussing such a pivotal decision with a course advisor in case you might be able to manage your unit load - you could also consider suspending your studies instead. If you discontinue after the relevant census date, academic and financial penalties may apply.

All applications to discontinue are made through the Sydney Student portal. For more information, please consult: <https://sydney.edu.au/students/discontinue-your-course.html>.

paying for university

A law degree doesn't come cheaply! Thankfully, the federal government funds a large proportion of course fees for all domestic undergraduate students, so that we only need to pay for the remaining 'student contribution fee'. Whilst you can choose to pay these fees upfront, most students prefer to defer payment through the HECS-HELP loan scheme so that they don't have to pay until their income exceeds the threshold, which is currently at around \$55,000 and is indexed every year according to inflation.

HOW DO I APPLY FOR HECS?

Make sure you do all of the below before the Census Date!

1. Check your eligibility - HECS is available to all students with a Commonwealth Supported Place (CSP). All domestic undergraduate students are eligible for a CSP, and if you're unsure that you meet these requirements, you can check your eligibility here: <http://bit.ly/2DiMCUc>
2. Apply for a Tax File Number if you don't already have one - your enrolment will be invalid without it and the your application for HECS will ask for it.
3. Fill out a *Request for Commonwealth support and HECS-HELP* and submit it before the census date. This form would have been provided to you while you were enrolling into your course online.

You can always access this form later by logging on to Sydney Student then going to My finance > Your Finances > Government forms.

WHAT HAPPENS NEXT?

Your debt will now begin to accumulate - if at any point your income exceeds the threshold, a percentage of it will go towards paying off your debt. No interest will be charged but your debt will be indexed every year to reflect inflation. You can find out more about how much you have to repay each year and other information here: <http://bit.ly/1bleyxw>

HOW DO I PAY UPFRONT?

You can pay for your fees upfront through Sydney Student by going to My Finance > Your Finances. If you do not pay upfront before the relevant census date, your fees will automatically be deferred as a HECS loan, provided that you have given the University your TFN.

YOU KEEP TALKING ABOUT THE CENSUS DATE. WHAT IS THIS?

The census date is an important date set by the university - it is the last day you can withdraw from a subject without incurring financial liability and academic penalty. In other words, if you withdraw after the census date, you will not be able to get a refund for the course even if you don't finish it, and you will get either a Discontinued Not to Count as a Failure (DC) or a Discontinue with Fail (DF) recorded on your transcript for the unit withdrawn from.

The census dates for 2018 are 31 March for Semester 1 and 31 August for Semester 2.

JDS

Only a limited number of CSPs are available to JDs, and you must apply for this place through UAC (Code: 980200). Your application will be assessed by merit, and accepting the Domestic Full fee place (UAC Code: 980205) will not prevent you from being offered a CSP place.

If you accept a Full fee place, and you are a domestic student, you may apply for FEE-HELP. The process is largely the same as applying for HECS-HELP (above). For more information, please see: <https://sydney.edu.au/students/fee-help.html>.

important dates 2018

26 February - 2 March	Semester 1 O-Week
5 March	Semester 1 begins
30 March	Good Friday
31 March	Census date - this is your last day to change classes
2 April - 6 April	Mid-semester break (includes Easter Monday)
25 April	ANZAC Day Public Holiday
11 June - 15 June	Study vacation (STUVAC) (includes Queen's Birthday)
18 June - 30 June	Semester 1 examination period Semester 1 ends
30 July	Semester 2 begins
31 August	Census date
24 September - 28 September	Mid-semester break
1 October	Labour Day
5 November - 9 November	Study vacation (STUVAC)
12 November - 24 November	Semester 2 examination period Semester 2 ends



SUPPORT

services

faculty support

The Law Faculty, in combination with the University, provides support in the form of online resources and peer mentoring programs, specifically designed to ease first year students into University study. It is always encouraged that you communicate with your lecturer or tutor if you are struggling with a particular unit of study; additionally, the Law School have Advisers with whom you may consult reading to academic support. For more information, please see: <https://sydney.edu.au/law/study-law/student-support-and-development.html>.

suls equity

Periods of financial hardship, illness or emotional difficulties is a harsh reality for many of us as students, and SALS has a portfolio specifically dedicated to providing support and alleviating the pressures of such times - the SALS Equity Portfolio.

In particular, the Equity portfolio runs the **Equity Textbook Loan Scheme (ETLS)** and the **Equity Financial Grants Scheme (EFGS)**.

TELL ME MORE ABOUT THE ETLS. I'D LOVE TO LOAN A TEXTBOOK

ETLS assists students by providing textbooks for core subjects each semester. Be prepared to demonstrate financial hardship for this to be available for you. If you are eligible, you will have access to textbooks for the entire semester, after providing a deposit that is refunded upon return of the textbooks.

I'M ALSO HAVING DIFFICULTY PARTICIPATING IN ALL THESE EXPENSIVE SALS EVENTS. IS THERE ANYTHING THAT MIGHT HELP FOR THAT?

That's where the EFGS comes in. The EFGS aims to improve access to SALS events and other co-curricular activities for law students with demonstrated financial need, by providing monetary grants to those eligible students. So for instance your participation in competitions endorsed by the Law Faculty, First Year Law Camp, the Intro to JD 1 event and the annual Law Ball might be made easier. Each grant is nonrefundable and up to \$100 in value, which can also assist with the purchasing of non-core textbooks.

WHAT ELSE DOES THE EQUITY PORTFOLIO DO?

The Equity Portfolio also produces a very comprehensive handbook which covers everything from obtaining financial assistance to seeking emotional support, from seeking help for mental illnesses to maintaining overall well-being, and from self-worth to dealing with discrimination. You can find it here: <http://www.sals.org.au/equity-handbook/>

Last but not least, the Equity Officer is always happy to chat to you and answer any questions about how SALS may alleviate any financial or emotional hardships you are enduring. This year, the Equity Officer is Maddy Antrum, and she can be reached at equity@sals.org.au.

self-care as welfare

Getting the right balance between your studies and other commitments can be tough. Forming good habits individually and establishing a routine will be useful in managing your time and work. It seems obvious, but it is important to eat regularly throughout the day (you will be surprised at how the right foods will help your study!), drink plenty of water and get enough sleep every night.

It is also important to communicate how your studies might be affected by extenuating circumstances if they do occur. As it has been outlined, there are many options in place such as Special Consideration and Simple Extensions that may be utilised, but you must be diligent and proactive when advocating and representing why you need them. This means keeping up with documentation and appointments, and being responsive to those who do offer their help to you. However, as long as you fulfill these obligations, don't ever feel discouraged or that a problem is too small to reach out to the myriad of support services available to you.

the learning centre

Law School requires reading and writing skills at a higher than average level, and you may find that you would like to further develop or refresh these skills. The Learning Centre at the University of Sydney runs free academic reading and writing workshops targeted towards specific skills and different levels, whether you are undergraduate or postgraduate, doing research or coursework, or of either an English-speaking or culturally/linguistically diverse background. For more details on their courses and their upcoming 2018 Summer Program, please visit: http://sydney.edu.au/stuserv/learning_centre/workshops.shtml.

counselling and psychological services (CAPS)

CAPS is a dedicated service run by the University of Sydney which provides free and confidential assistance should you find yourself experiencing challenges and difficulties during your studies. The range of support provided includes self-directed resources, workshops, group programs, and personal therapy with a clinical psychologist. For more information on how to contact and access CAPS, please see: <https://sydney.edu.au/students/counselling-and-mental-health-support.html>.

disability services

If you live with a long-term condition that affects your studies, you will be eligible for registration to access the University of Sydney's Disability Services. Under Federal and State anti-discrimination legislation, organisations are obligated to provide reasonable adjustments to ensure that students with disabilities are provided with the best possible opportunity to succeed.

Registration with Disability Services will generally involve medical appointments in order to complete supporting documentation, and then a consultation with a Disability Services Officer to determine any adjustments under an Academic Plan that will apply to the assessment regime of your subjects. Be aware that you will need to give some time to the application and maintenance of your registration, though many processes may be completed online. Disability Services on the whole is a very responsive division of

of the University, and its officers are committed to achieving the best outcomes they can for students.

For more information on how to contact and access Disability Services, please visit: <https://sydney.edu.au/study/academic-support/disability-support.html>.

fees and financial support

In your first year of university, you will find that you will be spending much more than you did in high school, even if you're not staying in college or living away. Opal travel, food on campus and expensive textbooks - all these things will push up your spending. However, there is plenty of help available from government payments to bursaries to emergency loans.

CENTRELINK / DEPARTMENT OF HUMAN SERVICES

The Australian Government provides the following payments for students:

- The **Youth Allowance** is paid to full time students who are between 18 and 24 years old and are Australian residents. Your fortnightly payment varies based on whether you live with your parents, whether you have/care for children and you and your parents' income. You may receive a higher rate of Youth Allowance if you are older than 22 and you are a full time course. Note that your payment may decrease if you receive an income from work. Combined LLB and JD degrees at the University of Sydney are approved courses for Youth Allowance. You can apply and find more information at <https://www.humanservices.gov.au/individuals/services/centrelink/youth-allowance>.
- The **Austudy** payment is made to full time students over 25 years old and are Australian residents. Unlike Youth Allowance, your parents' income is not considered in determining your payment. However, your own assets and income is considered. You may receive a higher rate of Austudy if you don't have a dependent child, receiving another income support payment (other than a student payment) and you are starting a course that is longer than 12 months. Combined LLB and JD degrees at the University of Sydney are approved courses for Austudy. You can apply and find more information at <https://www.humanservices.gov.au/individuals/services/centrelink/austudy>.
- The **ABSTUDY** payment is you are an Aboriginal or Torres Strait Islander Australian student. If you are studying the LLB, you are likely to be eligible for the **Tertiary Award** if you meet the ABSTUDY progress and duration rules, and met the minimum requirements for leaving school. The Tertiary Award will automatically provide you with the ABSTUDY payment, alongside other allowances. If you are studying the JD, you are likely to be eligible for the **Master's or Doctorate Award** if are not receiving any other form of financial help. This Award will automatically provide you with the ABSTUDY payment, the Living Allowance or Pensioner Education Supplement, Incidentals Allowance and Relocation Scholarship. You can apply and find more information at <https://www.humanservices.gov.au/individuals/services/centrelink/abstudy>.
- The **Student Start-up Loan** is a voluntary loan of approximately \$1000 twice a year. You will be eligible if you are eligible for and receive Youth Allowance, Austudy or ABSTUDY Living Allowance. The loans are tax-free and are similar to your HECS-HELP loan. You will need to repay the loan once you reach the HELP repayment threshold. For more information, go to <https://www.humanservices.gov.au/individuals/services/centrelink/student-start-loan>.

- The **Education Entry Payment** is yearly lump sum payment if you receive Newstart Allowance, the partnered Parenting Payment, Partner Allowance or Widow Allowance. For more information, go to <https://www.humanservices.gov.au/individuals/services/centrelink/education-entry-payment>.

- The **Pensioner Education Supplement** is a fortnightly additional payment if you receive Youth Allowance as a single main carer or other payments from Centrelink or the Department of Veteran's Affairs. For more information, go to <https://www.humanservices.gov.au/individuals/services/centrelink/pensioner-education-supplement>.

- If you moved to study, you may be eligible for:

- **Fares Allowance** if you receive Youth Allowance, Austudy or the Pensioner Education Supplement and meet additional criteria. The allowance covers the least expensive and most available form of public transport for trips at the start and end of your study, and may include even trips during your study, private transport and excess baggage fees if appropriate. For more information, go to <https://www.humanservices.gov.au/individuals/services/centrelink/fares-allowance>.

- **Relocation Scholarship** from Centrelink if you receive Youth Allowance or ABSTUDY and relocate from a rural or regional to study at the University of Sydney. There is also a **Relocation Scholarship** from the Department of Veteran's Affairs.

- The **Rent Assistance** payment can be made if you receive a pension, allowance or benefit that exceeds \$58.66 per fortnight and your fortnightly rent exceeds a specific amount. For more information, go to <https://www.humanservices.gov.au/individuals/services/centrelink/rent-assistance>.

- The **Youth Disability Supplement** is made if you already receive the Disability Support Pension or if you're under 22, experience an assessed disability and receive Youth Allowance or ABSTUDY as a full time student. For more information, go to <https://www.humanservices.gov.au/individuals/services/centrelink/youth-disability-supplement>.

If you receive Youth Allowance, ABSTUDY or Austudy, you are eligible for the **Low Income Health Care Card**. This allows you to receive cheaper medicine under the Pharmaceutical Benefits Scheme, bulk billed doctor visits and larger refunds for medical costs when you reach the Medicare Safety Net.

Note that social services legislation is constantly under review and may change. This information is mainly a guide and you should always contact the Department of Human Services for the most updated and accurate information. More information can be found with the SRC: <http://srcusyd.net.au/src-help/centrelink/leaving-home/>.

STUDENT BURSARIES

Bursaries are scholarships awarded if you need financial assistance, are a full-time student and Australian citizen or permanent resident. Some bursaries require some academic progress. Part-time students that are receiving the Disability Support Pension may also be eligible. If you study part-time due to a disability and don't receive the DSP, you may still be eligible. You don't need to repay the university but you may wish to consider making a donation in the future to continue the scheme.

Making an application for a general bursary is easy. Go to Sydney Student, 'My finances', 'Scholarships, prizes, bursaries and loans', then 'Apply for financial support'. You will then need to contact the Financial Support Service (8627 4809 or student.financialsupport@sydney.edu.au) to arrange an appointment to discuss your circumstances. Appointments usually take about 15 minutes and are available between 9.30am and 4pm Monday to Friday.

Special bursaries are also available at <https://sydney.edu.au/students/financial-support/advertised-bursaries.html>. Undergraduate first year students are eligible for the Robert Campbell Scholarship and Robert Maple Brown Bursary if you are experiencing financial difficulty. Male JD students that have completed a Bachelor of Arts at USyd can apply for the Levey and Alexander Endowment. There are also bursaries for other faculties, if you have a disability or if you are an Aboriginal or Torres Strait Islander Australian.

If you urgently need financial support, contact Financial Support Service to arrange an interview as soon as possible. It may be possible for an Emergency Cash Payment of up to \$500.

SRC (undergraduate)

The Student Representative Council represents undergraduate students and can help you get through university. Here are four ways they help you:

- **Calculator loans** – you can loan an university-approved calculator from the SRC office if you have an exam. Make sure you bring some ID.
- **Emergency cash** – the SRC can provide an emergency cash loan of up to \$50.
- **Caseworker service** – you can use the caseworker service to get free help on academic issues, good cause and exclusion, Centrelink, money issues and accommodation issues. A professional and experienced staff will help you with advice, advocacy and support.
- **Legal service** – the SRC provides a free legal advice from a solicitor on a range of legal matters and can help represent you in court. Solicitors can also speak Chinese Mandarin, Cantonese and Japanese. The solicitors can also act as a Justice of Peace for certifying documents and witness statutory declarations.

To use the caseworker or legal service, email help@src.usyd.edu.au, call 9660 5222 or drop in on Tuesday and Thursday between 1-3pm at the SRC office located on Level 1, Wentworth Building G01, University of Sydney NSW 2006 (access from City Road, walk down the staircase to basement level).

SUPRA (postgraduate)

The Sydney University Postgraduate Representative Association is the body for JD (and other research) students. It has a legal and caseworker service similar to the SRC, and it holds drop-in sessions for student advice on Monday, Tuesday and Thursday between 1-3pm. The Legal Service holds a drop-in session on Thursday between 1-3pm. For full details of the types of assistance you can seek, please visit the SUPRA website: <http://www.supra.net.au/>. You can get a free 2018 Postgraduate calendar while you are there!

To contact SUPRA, email help@supra.usyd.edu.au or call 9351 3715. The SUPRA offices are on Level 2 of the Holme Building, Camperdown campus. To get to the SUPRA offices you can enter the Holme Building via Science Rd, head through the Holme Courtyard and take the lift (next to the Courtyard Restaurant and Bar) down to Level 2.

non-academic complaints

Bullying, intimidation, unlawful harassment and discrimination are not tolerated under any circumstances. This includes sexual assault, sexual harassment, racial or gender-based discrimination and verbal abuse. If you experience or witness this kind of behavior, it is important to report it as a non-academic complaint at your earliest opportunity. The University has developed new and tough policies against unwelcoming behavior, particularly sexual assault and harassment.

You can make a non-academic complaint through the special number 1300 SYD HLP (1800 793 457) on Monday to Friday between 9am and 5pm. This is a confidential hotline that can direct you to the appropriate staff to handle your complaint. However, this is not an emergency number. In emergencies, call triple 000. For minor emergencies or a safety threat, contact Campus Security (24 hours) on 9351 3333.

Under the *Student Complaints Procedures 2015*, the Student Affairs Unit handles all non-academic complaints. They can assist you in resolving your complaint, or conduct an investigation for serious matters.

The Unit can assist you in getting an assisted resolution and conduct an investigation. If you disagree with a decision or finding, you can appeal the decision to senior university staff, including a Deputy Vice-Chancellor that was not involved in the original decision. You may be able to further appeal to the NSW Ombudsman (see page 46).

For more information, contact the Student Affairs Unit on studentaffairs@sydney.edu.au. Note that academic complaints should follow the academic appeals system on page 47.

further support services & helpful phone numbers

EMERGENCIES (Fire, Police & Ambulance): 000 or 112 from a mobile phone

The **closest public hospital (and Emergency Department)** to campus is:

Royal Prince Alfred Hospital

50 Missenden Road
Camperdown NSW 2050

The responsible Police Local Command Area is:

Newtown LAC

222 Australia Street
Newtown NSW 2042
(02) 9550 8199

If you (or someone around you) are suffering from an acute mental health crisis, please call:

Lifeline: 13 11 14

NSW Mental Health Access Line: 1800 011 511

If you have experienced sexual harassment or assault, please call:

Police: 000 in an emergency or 131 444 (police assistance line)

NSW Rape Crisis Centre: 1800 424 017

University of Sydney Crisis Line: 1800 SYD HLP or 1800 793 457

All of these numbers are staffed and available 24/7.

ON CAMPUS

If you are experiencing or witnessing an incident on-campus, please call (24/7):

The University of Sydney Crisis Line

1800 SYD HLP

1800 793 457

OR

Campus Security

(02) 9351 3333

The University of Sydney Counselling and Psychological Services (CAPS)

CAPS offers counselling services to help students build strengths, improve wellbeing and achieve academic success. Consultations are free and confidential.

L: Level 5 of the Jane Foss Russell Building G02, City Road (beside the Wentworth Building), Camperdown Campus

W: http://sydney.edu.au/current_students/counselling/

P: (02) 8627 8433 or 8627 8437

E: caps.admin@sydney.edu.au

The University of Sydney Health Service

Offers services such as treatment of illness, injury, and other physical problems, assistance with emotional difficulties, advice on contraception and sexually transmitted diseases and advice for students with examination difficulties.

L: Wentworth Clinic, Wentworth Building G01 on Butlin Avenue, Level 3; Holme Clinic, Holme Building A09 on Science Road, Entry Level

W: <http://www.unihealth.usyd.edu.au/services/>

P: (02) 9351 3484 or 9351 4095

OFF CAMPUS

If you need medical assistance **after hours**, but it is not an emergency that requires hospital treatment, there are two numbers you can call to access a General Practitioner:

HealthDirect: 1800 022 222

Monday to Friday: 11pm-7:30am
Saturday: After 6pm
Sunday & Public Holidays: All Day

National Home Doctor Service: 13 SICK or 13 7425

Monday to Friday: after 4pm
Saturday: after 10am
Sunday & Public Holidays: All Day

headspace

Offers health advice, support and information on a wide range of issues including general health, mental health, alcohol and other drug worries. The closest headspace centre to campus is the Central Sydney.

L: Level 2, 97 Church Street Camperdown.

W: www.headspace.org.au

E: headspace.centrawsydney@sydney.edu.au

P: (02) 9114 4100

eheadspace

A confidential, free and secure space where young people, their family or friends can chat online, email or speak on the phone with a qualified youth mental health professional.

W: <https://www.eheadspace.org.au/>

Camperdown and Redfern Community Health

Provides crisis and case management services for adults experiencing a range of mental health problems, such as depression, mood disorders and severe anxiety.

L: Camperdown Community Health Centre, Level 5 (Street Level), KGV Building, Missenden Road, Camperdown; Redfern Community Health Centre, 103 – 105 Redfern, Street Redfern. P: (02) 9515 9000 (Camperdown); (02) 9395 0444 (Redfern); (02) 9767 5000 (after hours).

The Black Dog Institute

A world leader in diagnosis, treatment and prevention of mood disorders such as depression and bipolar disorder.

L: Hospital Road, Prince of Wales Hospital, Randwick

P: (02) 9382 4530

W: <http://www.blackdoginstitute.org.au/>

E: blackdog@blackdog.org.au

ONLINE RESOURCES

Beyondblue

The beyondblue website provides specific resources for young people, LGBTI people, Aboriginal and Torres Strait Islander people, women, and friends and family of someone experiencing depression. There is a 24 hour hotline and you can chat online with a professional via the website.

W: <http://www.beyondblue.org.au/>

P: 1300 02 4636 (24 hour hotline)



ACADEMICS

degree progression - LLB

Before you dive into your studies, it's a good idea to know what the next five years will look like for you. As an LLB student, you will be studying at least one law subject every semester and, hence, you will generally have less flexibility with the progression of your second degree. It is important that you decide your major at an early stage and follow the course rules, which can be found in the handbooks. There's a lot of information to take in about degree progression so if you want to speak to someone in person, you can find help your faculty's administration office.

To make degree-planning easier, we've included an empty degree progression planner on page 67 as well as some examples of a typical progression for a Commerce/Law, Arts/Law and Science/Law student. When filling it out, make sure you include the following:

- Compulsory core units (eg BUSS1000 and BUSS2000 for Bachelor of Commerce; or minimum mathematics and junior units for Bachelor of Science)
- Your major's introductory units (usually 1000-level units). These are usually be completed in your first year
- Your major's other units (usually 2000- or 3000- level units)
- Open Learning Environment units (from Table O)
- Dalyell Scholars units

TIP Some degrees require you to take a minimum number of intermediate or senior units (2000- or 3000-level units), so make sure you fulfil these requirements!

TIP It's not essential to select specific second and third year electives in your first year but it is important to allocate space in your progression for these units.

COURSE RULES

Bachelor of Laws component can be found here:

http://sydney.edu.au/handbooks/law/undergraduate/units_of_study/compulsory_table.shtml

Bachelor of Commerce majors can be found here:

http://sydney.edu.au/handbooks/business_school/units_of_study/business.shtml

Bachelor of Arts majors can be found here:

<http://sydney.edu.au/handbooks/arts/> and under 'Subject Areas'

Bachelor of Science majors can be found here:

<http://sydney.edu.au/handbooks/science/> and under 'Subject Areas'

Bachelor of Economics can be found here:

http://sydney.edu.au/handbooks/arts/subject_areas_eh/economics_degree.shtml

Bachelor of Engineering (Honours) majors can be found here:

http://sydney.edu.au/handbooks/engineering/engineering/engineering_honours_combined_rules.shtml

degree progression - juris doctor

Well done on making it into the Juris Doctor (JD) course! You'll be immersing into as much law as you can handle from the outset. The JD course is not as flexible as the LLB one and consists of **24 units** of study in total, with **8 units** being completed in the first year of a full-time load, or **4 units** if you're undertaking a part-time load. Each unit is worth 6 credit points, so you will need to fulfill **144 credit points** of study to complete the JD.

FULL-TIME PROGRESSION

All full-time Juris Doctor students will complete Foundations of Law (LAWS5000) in **intensive mode** prior to your first semester at Sydney Law School. In 2018, this will commence on **19 February**, and the full first semester load commences on **5 March**. It is also recommended that you complete your **Legal Research** requirements in your first year; although it does not accrue any credit points, it is required to complete your degree.

Below is a typical example of a degree progression for a full time JD student.

YEAR I

Subject + Unit Code	Semester	Prerequisites
Foundations of Law - LAWS5000	Intensive February	
Legal Research - LAWS 5018	1	
Torts - LAWS5001	1	
Contracts - LAWS5002	1	
Civil and Criminal Procedure - LAWS5003	1	
Criminal Law - LAWS5004	2	Civil and Criminal Procedure - LAWS5003
Torts and Contracts II - LAWS5006	2	Torts - LAWS5001; Contracts - LAWS5002
Public International Law - LAWS5005	2	
Public Law - LAWS5007	2	
Total	9 subjects; 48 credit points	NB Legal Research does not accrue any credit points, but it is a requirement to complete the degree

YEAR II

Subject + Unit Code	Semester	Prerequisites
Federal Constitutional Law - LAWS5011	1	Public Law - LAWS5007

Administrative Law - LAWS5010	1	Public Law - LAWS5007
The Legal Profession - LAWS5009	1	
Introduction to Property and Commercial Law (IPCL) - LAWS5008	1	
Real Property - LAWS5012	2	IPCL - LAWS5008
Equity - LAWS5015	2	
Evidence - LAWS5013	2	Civil and Criminal Procedure - LAWS5003
Corporations Law - LAWS5014	2	
Total	8 subjects; 48 credit points	

YEAR III

Subject + Unit Code	Semester	Prerequisites
Private International Law A - LAWS5017	1	
3 x ELECTIVE SUBJECTS	1	Assumed knowledge of all core units
4 x ELECTIVE SUBJECTS	2	Assumed knowledge of all core units
Total	8 subjects; 48 credit points	NB elective units must include at least one unit of jurisprudence

NB

1. You may select **Master's** units of study as electives, but they must not exceed a total of **24 credit points (i.e. 4 subjects)**

2. From second semester of your second year of the Juris Doctor, you may be able to swap one core unit for an elective, and choose to complete the core subject later on in your degree.

Always consult the University of Sydney Faculty of Law Handbook to clarify any requirements surrounding your elective selection and degree progression.

TIP

It is fairly common for even the most academically excellent full-time JD students (and LLB IV/V students) to find a four subject load overwhelming. Some students find it helpful to drop down to three subjects, or even to a part-time load, and either extending their degree or catching up at Summer & Winter School. For more information on this process, please see the "Surviving Uni Admin" section above.

PART-TIME PROGRESSION

Unlike the full-time JD I load, part-time students will study Foundations of Law (LAWS5000) **during the entirety of their first semester.**

Below is a typical example of a degree progression for a part-time JD student. Note that there are no prerequisites in the first year of JD.

YEAR I

Subject + Unit Code	Semester	Prerequisites
Foundations of Law - LAWS5000	1	
Legal Research - LAWS 5018	1	
Torts - LAWS5001	1	
Public International Law - LAWS5005	2	
Public Law - LAWS5007	2	
Total	5 subjects; 24 credit points	

YEAR II

Subject + Unit Code	Semester	Prerequisites
Contracts - LAWS5002	1	
Civil and Criminal Procedure - LAWS5003	1	
Torts and Contracts II - LAWS5006	2	Torts - LAWS5001; Contracts - LAWS5002
Criminal Law - LAWS5004	2	Civil and Criminal Procedure - LAWS5003
Total	4 subjects; 24 credit points	

YEAR III

Subject + Unit Code	Semester	Prerequisites
Federal Constitutional Law - LAWS5011	1	Public Law - LAWS5007
Administrative Law - LAWS5010	1	Public Law - LAWS5007
Evidence - LAWS5013	2	Civil and Criminal Procedure - LAWS5003

Corporations Law - LAWS5014	2	
Total	4 subjects; 24 credit points	

YEAR IV

Subject + Unit Code	Semester	Prerequisites
Introduction to Property and Commercial Law (IPCL) - LAWS5008	1	
The Legal Profession - LAWS5009	1	
Equity - LAWS5015	2	
Real Property - LAWS5012	2	IPCL - LAWS5008
Total	4 subjects; 24 credit points	

YEAR V

Subject + Unit Code	Semester	Prerequisites
Private International Law A - LAWS5017	1	
ELECTIVE	1	
2 x ELECTIVE	2	Assumed knowledge of all core units
Total	4 subjects; 24 credit points	

YEAR VI

Subject + Unit Code	Semester	Prerequisites
2 x ELECTIVE	1	Assumed knowledge of all core units
2 x ELECTIVE	1	Assumed knowledge of all core units
Total	4 subjects; 24 credit points	NB as with the full-time JD course, it is required that one out of your total of seven electives be a jurisprudence unit.

academic tips and advice

Here are some tips from students who have done well in the core subjects you will be studying for your degree.

<p>LAWS1006/LAWS5000 – Foundations of Law</p> <p>'Foundies gives an overview of the legal system in Australia, which has been influenced by our British colonialism, Aboriginal customary law, the <i>Constitution</i> and human rights. I recommend using sticky notes and highlighters as you read the textbook and reader because those quotes and sources will be very helpful in your assignments. Make sure to learn how to identify the ratio decidendi in judgments and statutory interpretation – this will be helpful in future law subjects. When approaching assignments, be sure to familiarise yourself with AGLC3 and cite cases with the most authoritative source – this may be different from the course reader but will impress your marker!' – Dane Luo</p> <p>'Consider pacing yourself with readings. Please don't feel like crying when you receive the monstrous brick of subject reader from the copy shop, it's just nothing compared to the amount you'll be reading for the entire course of your law student career. Be committed to the unit, make sure you go to the lectures. As the semester progresses, you might start to think that the readings are too much. But don't give up, be stoic and just read them.' – Martin Chan</p>	<p>LAWS1012/LAWS5001 – Torts</p> <p>'This subject covers an introduction to liability for civil wrongs. It goes through the intentional torts (assault, battery and false imprisonment), action on the case for intentional injury, the tort of negligence and compensation to third parties, as well as vicarious, joint and several liabilities. The way I studied for Torts was by noting the key facts and ratio decidendi in every case and creating mindmaps of the law. I also created a summary of the key provisions of the <i>Civil Liability Act 2002</i> (NSW) and then created scaffolds, which made everything clearer. If you feel confused, it is good to read (and re-read, and sometimes re-re-read) the reasons (including dissenting judgments) of the Court so you can see how the judges came to that conclusion.' – Dane Luo</p> <p>'In a broad sense, Torts is structured fairly logically and formulaically. This is helpful to keep in mind when structuring notes and trying to get the 'big picture' view of the subject. Assessment is based almost entirely on answering problem questions – that is, the application of legal principles to often complex and lengthy factual scenarios. This is where the scaffolds come in handy!' – Callum Ryan</p>
<p>LAWS1015/LAWS5002 – Contracts</p> <p>Contracts provides the legal background for transactions and the transfer of ownership of property. This subject covers the rules in creation, terms, performance, breach and discharge of a contract.</p> <p>'Firstly, differences in opinion on rules of law or policy according to different judges or courts well. In order to distinguish yourself in your written answers, showcase the diversity of opinion, choose one stance and justify why you chose it, and explain how it implicates the present fact scenario. Secondly, a smaller case whose decision contradicts a case of a higher court can hold</p>	<p>LAWS1014/LAWS5003 – Civil and Criminal Procedure</p> <p>CCP explains how to commence civil actions, case management, gathering evidence and rules of privileges, as well as police powers, bail and sentencing. The unit features an open book exam.</p> <p>'As with all open book exams, your notes need to be concise and orderly. The civil and criminal parts of the unit are quite different, so it's worth assembling a separate folder for each. I found it useful to summarise, in tabular form, the contents of the various Acts (for civil) and the circumstances in which appeals are possible</p>

weight, and again, this is another point where you can distinguish yourself by knowing these smaller ones. Thirdly, start the assignment early. Read the problem question as soon as you get it, let it simmer in your head, jot down whatever comes to you, and discuss the ideas with your friends/classmates as much as possible. Then workshop it as much as you can. Finally, in lectures, pay attention to the commentary your lecturer provides. It is often useful for how to organise your answers and knowing which cases are more important.' – Margery Ai

(for criminal). For instance, who can appeal, on what (law or fact), from where, and to where? Is the appeal as of right, or with leave? What is the relevant section? For the final exam's essay component, it's essential to identify the themes of the course (for both civil and criminal) and to prepare a short list of dot points for each.'

– Joel Phillips

LAWS1013 – Legal Research I

'This unit teaches you how to use legal databases to find cases, legislation and journal articles to assist in research. It will be very helpful for locating cases and teaches you how to access a very wide variety of materials. I strongly recommend attending all classes and completing the exercises. If you have any spare time, try exploring the databases online and finding niche materials – this will help you navigate through a web of materials quickly' – Dane Luo

GENERAL ASSESSMENT ADVICE

Assessments in the Law School comprise of take-home assignments and exams. Some general tips applying to both are as follows.

- 1. Know your due dates:** especially first year JD students who will be managing a full-time load entirely within the Law Faculty! Generally, there is a **mid-semester** block of assessments, and then the **final examination period**. Ensure that you plan to accommodate for any clashes early enough in the semester.
- 2. It's never too early to start:** don't wait until you "learn more content" to start mid-semester assignments, or a more "appropriate" time in the semester to start your exam notes. You are always able to read ahead to gain more knowledge, and the more work you do now, the less work you have to do later.
- 3. Practice makes perfect:** The way that law is applied as knowledge is quite unique, and the most effective way to develop them is consciously using these skills. It doesn't always have to just be past exams and practice problem questions - competitions and activities such as mootings are a different, interactive way of developing these skills.
- 4. Review, review, review:** make sure you don't lose marks on the small things, like punctuation, grammar and referencing. Going over your work (whether with your own eyes or asking a friend) will also give you a better idea of whether you have structured and expressed your knowledge in an effective way.

ASSIGNMENT ADVICE

Most of your Law School assessments will be exams but you will also need to complete take-home assignments. In LAWS1006 – Foundations of Law, all assessments are such assignments. It's definitely a good idea to get started on these as early as possible and so you have plenty of time ask your lecturers and tutors questions.

Make sure you stick by any word count restrictions - The Law School is not as generous as the Arts Faculty or Business School, so even one word over the limit can lead to penalisation. Set aside at least two hours to edit so that you can iron out grammatical or spelling mistakes or improve on the content; in particular ensure that you check that your citations and references are done correctly.

referencing

You can find the common rules in the newest edition of the *Australian Guide to Legal Citation* (AGLC) (https://law.unimelb.edu.au/_data/assets/pdf_file/0007/1586203/FinalOnlinePDF-2012Reprint.pdf) according to this table:

Rules about...	Found at...	Comments and notes
Footnotes	Page 1, r [1.1]	
Citing subsequent references	Page 7, r [1.4]	
Quoting passages	Page 12, r [1.5]	
Headings and titles	Page 33, r [1.15]	
Bibliographies	Page 33, r [1.16]	
Cases (General)	Page 37, r [2.1]	
Cases (Pinpoint referencing)	Page 50, r [2.5]	
Cases (Identifying judicial officers)	Page 55, r [2.9]	
Legislation	Page 64, r [3.1]	
The <i>Constitution</i>	Page 70, r [3.2]	
Journal articles	Page 81, rr [4.1]–[4.7]	
Books	Page 89, rr [5.1]–[5.4]	
Speeches	Page 114, r [6.12]	
Internet materials	Page 116, r [6.15]	
Treaties	Page 121, rr [7.1]–[7.6]	

TIP

There are often many versions of a major case and hence many different citations for it. As a rule of thumb, it's best to cite the most authoritative version, which is usually an authorised report, e.g. CLR for the High Court and NSWLR for the Supreme Court of NSW. To read up more on this go to page 48 r [2.3]

- How to cite legislation: page 64 r [3.1] – note that the year is italicised but the jurisdiction is not (eg *Crimes Act 1900* (NSW), **not** *Crimes Act 1900* (NSW)).
- How to cite the *Constitution*: page 70 r [3.2] – generally, *Constitution*, *Australian Constitution*, *Commonwealth Constitution* are permitted.
- How to pinpoint reference in a case: page 50 r [2.5]
 - After the case citation: (1) add a comma, (2) page number/s, (3) paragraph number/s in square brackets (not all cases have para numbers) and (4) the judicial officer's name/s in parentheses.
 - Example: *State Insurance Regulatory Authority v Abdul-Rahman* (2016) 93 NSWLR 21, 40 [72] (Basten JA) (**the old format** is (2016) 93 NSWLR 21 at 40 per Basten JA).
- How to identify judicial officers: page 55 r [2.9]

Judicial officer's position	Abbreviation	Example
Chief Justice	[surname] CJ	Bathurst CJ
Justices of the High Court, Federal Court and Supreme Court	[surname] J (singular) [surname] JJ (multiple)	Edelman J Bell, Gageler, Keane, Nettle and Gordon JJ
Judges of Appeal	[surname] JA (singular) [surname] JJA (multiple)	Leeming JA McColl and Basten JJA
Judges of the District Court	[surname] DCJ	Sides QC DCJ
Judges of the Federal Circuit Court	[surname] FCCJ	Brown FCCJ
Magistrates of the Local Court	Magistrate [surname] (not [surname] LCM)	Magistrate Skinner

TIP

Reference as you go so that you can add pinpoints, and make sure to use the latest version of the AGLC.

essays

Essays involve in-depth research and crafting a sophisticated argument into an often ambiguous area of law. A good first step is analysing the question and finding instructive keywords which hint at the marker's expectations. Take-home essays often involve research in areas not covered in class so exhaustive research is necessary to demonstrate comprehensive knowledge on the topic. As you conduct your research and familiarise yourself with the major cases and their judgments (including dissenting judgments), consider the arguments that you want to pursue and prioritise them by strength.

Your essay should be structured to include an introduction (addressing the question asked, including your thesis statement and providing a roadmap or brief context for your essay), body (providing your arguments – it is helpful to reference cases, legislation and readings in every paragraph – and linking them back to your thesis statement) and conclusion (where you restate your thesis and succinctly summarise your arguments).

problem questions

Problem questions involve applying the law to a set of facts. To start, you should read the problem several times and pick out key facts linking to principles of law. Remember – facts in problem questions are not put there for no reason; they are part of the legal problem. As you have been given time to prepare in an assignment, you are expected to research the law by reading and citing, even quoting from the cases. Most lecturers recommend that you follow the IRAC acronym (Issue, Rule, Application and Conclusion) for each legal point, but it is vital to also include the authority for the rule (usually an important case or legislation).

Some tips include:

- Use headings and identify the parties involved (eg *Smith v Blue*) – note headings should comply with *Australian Guide to Legal Citation* r [1.15].
- Do not repeat or invent facts – use what you have been given.
- Raise all the issues but allocate sufficient space depending on their importance and contention.
- Note dissenting judgments with 'Cf' or 'Contra' because this demonstrates an in-depth understanding (but do not do this too often as your word count is limited) – see *Australian Guide to Legal Citation* r [1.2].

case notes

Case notes involve summarising or analysing a court judgment. These assessments focus on your ability to understand legal material and pick out the most important elements. Therefore, you need to develop a comprehensive understanding of the case. Make sure you develop a clear understanding of the difference between ratio decidendi and obiter dictum, and summarise the judicial officer's reasons. Whilst it may be easy to use words or phrases from the court's judgment, it is important that you use your own words to demonstrate your understanding. It may be helpful to understand the procedural history and read the judgments of the courts below (if there are any) to get a grasp of the matter.

EXAM ADVICE

Law exams are very intense as you are expected to push out quite a bit of information and knowledge within a very limited period of time. You will develop a study routine that will work the best for you - there are no hard and fast rules as to how much you must study everyday. However, we do have some general advice below that may be helpful for first-years adjusting to legal examinations.

1. More pain during semester, more gain during exams: the more conscious time spent with legal content, especially during semester, the better you will perform. Though it's tempting to say that "I'll catch up later because I have time coming up to exams," it is almost never the case. Diligently compiling your examination notes means further time to review them, and therefore ensuring that they are accurate and useful.

2. Use reading and writing time effectively: generally, exams will be split into a shorter period of reading time (where you will probably be allowed to plan out your responses on the examination paper/your own paper), and a longer period of writing time.

- Be careful to read the paper and its questions carefully; many a mark have been lost through mundane carelessness such as getting the name of a party wrong on the facts.
- Is it a problem question, or is it an essay response? Depending on the type of question, your response will need to be planned and constructed differently.
- Allocate writing time to each question/section of the exam according to **how many marks** they are worth, not how long you think it would take to answer the question fully.
- Sketch the structure of your long responses **in reading time** so that you may keep yourself on track during writing time.

3. Closed-book exams: most of you would be familiar with the "closed-book" exam format, which requires a large degree of memorisation of content. Lecturers generally provide a case list within the exam itself, and this may be made known to students beforehand. If it is, take the opportunity to use that case list as the outer confines of the subject that you will need to familiarise yourself with. Doing practice exams and problem questions repeatedly will help your recall of important issues, which will aid with constructing a response within a time-limited environment.

4. Open-book exams: open-book exams are self-explanatory - generally, you will be able to bring your own materials in the examination room (subject to some conditions, and depending upon the unit of study).

First year law students may sometimes get lulled into a false sense of security and rely upon their notes too much, rather than committing the subject content to knowledge. Make sure your exam notes are concise and well-structured, and that you know where information is placed within your notes when you spot issues/questions within the exam. It is very discouraging during the course of the exam to lose track of where your content is, then have to burn time within the exam to find it.

5. Take-home exams: these are exams released, and then you are given a certain period (generally around a week) to complete the exam "at home", rather than in a formal setting. Again, the extra time may lull students into a false sense of security; however, you should **prepare for these exams as you would for other exams**, as there will be no time to revise content during the "writing" period. Read the details of the examination carefully, as they may also incorporate elements of research alongside a problem question, and they will most likely need to be **referenced according to the Australian Guide to Legal Citation** (AGLC), unlike formal exams.

For more in-depth guidance to performing well in exams, please see the *SULS Education Guide 2017*, which can be found at <http://www.suls.org.au/education-guide/>.

class preparation



& LECTURE NOTES

how do I make the most out of my classes?

Prepare! Reading will form a large part of your legal education and your career, should you choose to enter the profession. The reading lists in law can be substantially longer than any other discipline; despite this, it is a good idea to at least read one week ahead so that the material is **not completely unfamiliar** when you try to learn it in class. If you have a tutorial, you should try to prepare responses to problem questions so you can make the most of the class and contribute to earn your class participation marks.

Turn up! Missing even one class means that you lose guidance on substantial amounts of content. Lecture recordings may be provided but it is always better putting in the hard yards as you go rather than trying to learn enormous volumes of content in one go. There will always be an **80% attendance requirement** for each law subject; failure to fulfill this for any subject may result in an absent fail. Additionally, class participation is often allocated a percentage of marks in first year law subjects; in order to maximise your marks, you will need to turn up to class.

Contribute! It might feel incredibly intimidating to put your hand up in class to answer a question, but know that your tutors, lecturers and friends are always there to guide and support you. Don't feel nervous about giving a wrong answer, because you'll get to the right one eventually. If you have prepared adequately for a class, you should be confident that it is apparent in your contributions.

but the reading list for each subject looks enormous, do I need to read everything?

"Reading everything" listed within a Unit of Study outline is an unrealistic bar to set at Law School, and a quick road to frustration. There are always *starred or **bolded** cases/legislation on your reading lists - this generally means that they are *required* to understand the fundamental concepts of the course.

As a starting point, reviewing a relevant textbook chapter or required cases prior to a class on new content will help you familiarise yourself with the issues and legal principles. If there is still a particular area that interests you after class, or you think an issue may be particularly pertinent to an assessment, there is always "further reading" that is listed in the unit of study outline for you to peruse. Further reading would definitely enrich your law school learning, but be judicious about which areas of interest you'd like to focus on so that you don't become overwhelmed.

how should I structure my notes to make the most out of lectures and classes?

Firstly, you must attempt to make your own notes. It is perfectly acceptable to view others' notes as guidance, but your understanding will never develop well enough if you do not work to grasp the actual concepts and knowledge contained. Additionally, the law changes quick than you'd think, rendering notes produced in previous years erroneous.

Secondly, pay attention in lectures and find a way to take notes that works for you - whether you do it by hand, or on a laptop. Your lecturers will give you guidance as to how to structure your topic notes in each subject so that you can cover the content comprehensively. Your final study notes synthesise what your lecture notes with the knowledge gained from deeper reading as prescribed by the Unit of Study outline.

As we are studying common law, most of your reading will comprise of **cases**. Learning how to effectively write a **case note** will help you bring structure to your notes, and understand key legal principles and concepts. For more details on effective note-taking, please see the section above, or consult SULLS Education Guide 2017 at: <http://www.sulls.org.au/education-guide/>.

there is just so much content for Law, how do I make sure I'm learning it all properly?

At a minimum, be aware that assessments at Law School are largely problem-based - therefore, doing practice questions and past exams will give a very good indication of your capacity to apply your knowledge.

Peer Assisted Study Sessions (PASS) are also a great forum for you to review knowledge gained in class. It is designed to provide a more informal environment of your peers in order to help you comfortably practice and develop your skills. For more details on the PASS program, including registration and subject details, please visit: <http://www.sulls.org.au/peer-assisted-study-sessions/>

Outside of these programs, you will most likely find it helpful to work through materials with others, rather than individually. You would be surprised how much you might develop your legal knowledge through a fifteen minute conversation with your friends.

Finally, SULLS runs a "Law School Basics" series throughout first semester, a Q&A panel aimed at comprehensively covering the fundamental skills required of first year law students. They are generally weekly, lunchtime sessions comprised of lecturers and outstanding students from the Law School covering topics from class preparation, to essay writing, to exam technique. We highly recommend attending these sessions - they have received excellent feedback from students in the past. Keep an eye out for the SULLS Facebook events for these sessions throughout semester at: <https://www.facebook.com/SydneyUniversityLawSociety/>.

ACADEMIC

HONESTY

The University of Sydney views academic honesty as a cornerstone of academic excellence, so it is essential for you to ensure that your work is original and reflective of your own efforts. Academic dishonesty is defined by the University as "any dishonest or unfair action that you take to gain academic advantage", including assisting others to do so. If you are found to be liable for academic dishonesty or misconduct during your studies, the University have the power to apply sanctions such as recording a lower mark or a fail for that subject, or even exclusion from your course should the misconduct be serious enough.

You will be required by the University to complete an "Academic Honesty" module online, either on Blackboard, or the University's new learning platform, Canvas. This is generally due within the **first half of the first semester of your degree**, but please check your learning accounts for exact information. You must complete this module in order to receive your results and complete the requirements of your degree.

As law students, not only are there academic penalties for misconduct, but also professional consequences. You will learn of graduates who are eventually prevented from admission to their respective legal boards due to academic dishonesty in the course of their degree.

For more information on these forms of academic dishonesty, please consult: <https://sydney.edu.au/students/academic-dishonesty-and-plagiarism.html>.

If you are notified that you have been found liable for academic misconduct, you may seek assistance for free from caseworkers working with the Students' Representative Council (SRC - for Combined LLB students), or the Sydney University Postgraduate Representative Association (SUPRA - for Juris Doctor students). Should you wish to appeal such a decision, there is guidance below.



appeals

The University believes in fair academic decision-making, but at times it may not feel that way. If you feel that this has been the case in Law or your second degree, you can appeal that decision. When you are considering appeal, note:

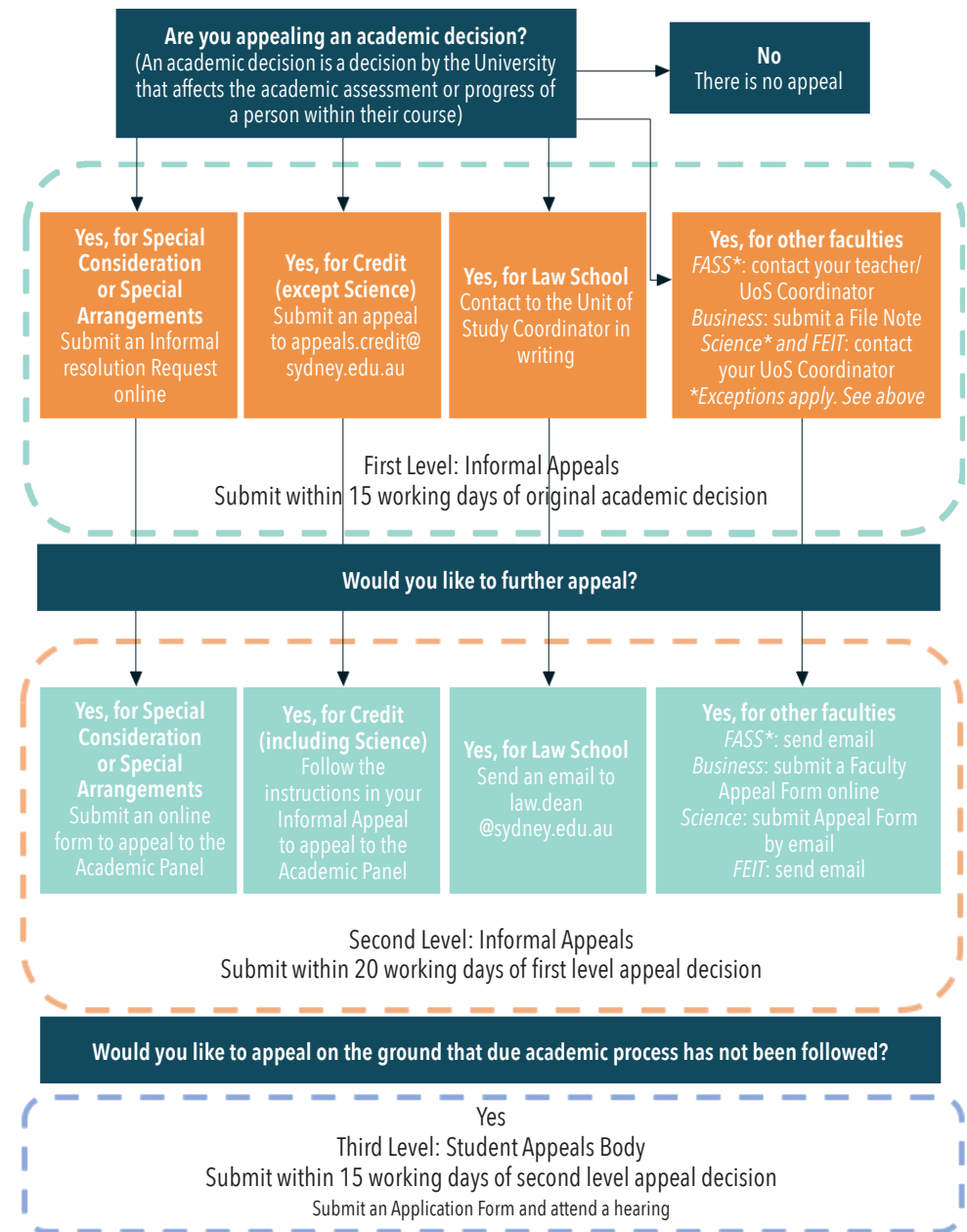
- Each faculty has different processes.
- Deadlines are very strict and need to be followed. Extensions to appeals may not be given. An informal appeal must be filed in 15 working days.
- If you are successful, your mark may be changed and it can be higher or lower than your original mark.
- You should familiarise yourself with the *University of Sydney (Student Appeals against Academic Decisions) Rule 2006*.
- At every stage, the university must provide reasons. You have a right to request for reasons within the timeframes noted in the *University of Sydney (Student Appeals against Academic Decisions) Rule 2006* unless there is a good reason. You can appeal to the NSW Ombudsman if the university does not provide you reasons or there is an unreasonable delay.
- There are three levels of appeals (informal appeals → faculty or Academic Panel appeals → Student Appeals Body).
- At the informal appeals:
 - Special Consideration or Special Arrangements appeals should be submitted through an Informal Resolution Request online (<http://bit.ly/2FxeVM7>).
 - Appeals for outcomes for applications for credit or reduced volume of learning, you need to submit an informal appeal to appeals.credit@sydney.edu.au and include your name, student ID, course name, the credit decision you are appealing and the grounds of appeal.
 - Other appeals should be directed to the Unit of Study Coordinator. For Business School, complete a file note (<https://sydney.edu.au/content/dam/students/documents/file-note-informal-appeal-for-disciplines.pdf>)
- Instructions will be provided to you at each stage of appeal on how to appeal to the next stage.
- Examples of grounds of appeals include:
 - Failure to adhere to marking criteria or university policies - it is noteworthy that markers have discretion for awarding results but still need to follow all university policies and published criteria.
 - Impartiality - for example, academic decisions must follow the same marking criteria and you should not be disadvantaged by virtue of appealing a result.
 - Procedural fairness - this involves whether they have acted in a fair and unbiased manner.
 - Free access to all documents concerning the academic appeal, e.g. your original paper and documentation of reasons for staff decisions at all stages. Note this does not necessarily mean you can keep your original paper but you must be allowed to view it and any markings made by staff.
- Some tips for appeals include:
 - You need to submit all relevant documentation as soon as possible and before the due dates as further evidence may not be accepted in later stages.
 - You should utilise free advice from the SRC (for undergraduate students) or SUPRA (for postgraduate students). For Law, you can seek advice from the Vice President (Education) of SALS. For other subjects, you should seek advice for the education representative in your faculty's society. You are permitted to bring a representative from these societies or own support person (such as a parent or friend) at the hearing.

Further appeals

If you have exhausted the appeals procedures within the University and feel that the University has still not followed its policies or there is procedural unfairness, you can lodge a complaint with the NSW Ombudsman. The Ombudsman can not examine the *merits* of the decision. It can only examine the *process* of the decision. Examples of grounds to appeal to the Ombudsman include:

- The university has acted dishonestly, unfairly or unreasonably towards you, and you have been unable to resolve the matter within the university.
- The university's policies or procedures are flawed or unfair.
- There has been an unreasonable delay
- The university has made a decision that they should have provided reasons for (but did not)
- There is good evidence of maladministration on the part of a university

For more information, go to <https://www.ombo.nsw.gov.au/what-we-do/our-work/universities>.



EXCHANGE



"Going on exchange is the most rewarding experience – it not only opens you to many different cultures and their way of thinking, it allows you to see the beauty in the world... it's simultaneously the feeling of both closeness and vastness with the world."

- Janet Jin Bachelor of Arts/Bachelor of Laws, University of California San Diego, USA

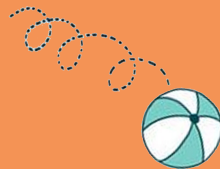
Studying abroad gives you an unparalleled opportunity to travel, personally grow, and study simultaneously without prolonging your degree. There are two types of exchange programs available for law students: general, University-wide exchanges and law faculty-specific exchanges.

General exchanges are administered by Sydney Abroad, so apply to the Study Abroad office if you would like study one of your non-law units of your degree overseas. Law exchanges, however, are administered by the Sydney Law School, and are only available for fourth or fifth year law elective units.

A common misconception is that going on a general exchange will prolong your degree, but this can be easily avoided by swapping your units around – see the appendix for an example of how you might do this if you were going on exchange in Year 2, Semester 2.

Make sure you research and explore your options because different universities are available for each type of exchange, and because deadlines and criteria vary. Some useful starting points are <https://sydney.edu.au/students/study-abroad-and-exchange.html> (for general exchange) and <https://sydney.edu.au/law/study-law/experiential-learning/overseas-exchange-opportunities.html> (for Law exchange).

co-curriculars



how do I have fun at whilst I'm at law school?

MEET FRIENDS AT LLB LAW CAMP

The LLB Law Camp runs on [insert date] at [location] and is run by SULLS. It's a great opportunity to meet all the people in your cohort and make new friends. Remember, everyone is starting Law School just like you and is equally nervous, excited and confused. Law Camp is your opportunity to socialise and meet new people, who will be studying with you for the next five years of your life. There will be fun parties, competitions, games and an opportunity to meet the SULLS Exec. Tickets are limited so make sure you book early when tickets are out!

HAVE SOME BEERS AT JD I DRINKS

Occurring in the first weeks of Semester 1, JD I drinks (+ canapes!) provides an opportunity for JD students to get to know their cohort. JD students tend to come from varied backgrounds and places, and this is one of the first social and more informal opportunities to interact with fellow students outside of an intense first few weeks of class. Keep an eye out on the SULLS Facebook page for updates and details on purchasing tickets.

DANCE ALL NIGHT AT LAW BALL

The Law Ball is the biggest event of the SULLS social calendar, generally held towards the end of September/ beginning of October. The Society hosts over 600 guests for a themed black tie gala with a sit-down meal, bar tab and, of course, a dancefloor! Tickets will be available at the beginning of Semester 2 - though they may be purchased at any quantity, it is encouraged that you arrange for tables of 10.

KEEP UP WITH SEMESTER SOCIALS

SULLS will run regular social events throughout the semester, such as introductory drinks, weekly happy hours, and end of semester informals. Like the SULLS Facebook page for any event updates at: <https://www.facebook.com/SydneyUniversityLawSociety/>.

WATCH THE LAW REVUE

Law revue is the annual showcase of our talented law students, featuring satirical comedy sketches, song and dance in a stage performance. Auditions and rehearsals for revue will generally occur during Semester 1. "Revue season", when each revue per faculty/collective is performed, starts towards the end of first semester, and into second semester. For more information, stay tuned to the Law Revue Facebook page here: <https://www.facebook.com/sydneylawrevue/>.

JOIN A SOCIETY

SULLS is only one of 200+ societies on campus, all supported by the University of Sydney Union (USU). Clubs and societies often run events such as camps, competitions and barbecues and hence are a fantastic way to meet friends from all degrees and feel part of a community. During O-Week, most clubs and societies set up stands around Eastern Avenue and the Quadrangle. You can sign up to their email newsletters, link up on social media and find out about upcoming events and activities. For a comprehensive list, please see: <http://www.usu.edu.au/Our-Clubs-Societies/Our-clubs-societies.aspx>.

You will need to buy the USU ACCESS card in order to join clubs & societies. The membership fee for new students is **\$75.00 for 1 year, \$175.00 for 3 years, or \$275.00 for 5 years**. Each subsequent yearly renewal is **\$65.00**. It also provides a **15% discount** across all USU outlets, and other off-campus discounts, detailed here: <http://www.usu.edu.au/Member-discounts.aspx>.

how can I develop my skills professionally?

ATTEND A CAREERS BASICS SEMINAR

The VP (Careers) at SULLS organises Careers Basics seminars throughout the year that you may attend. Though these are aimed at JD II/LLB IV students, these are great opportunities to meet and ask questions to potential future employers, and find out when you can apply for their programs.

The University organises a Law Careers Fair on Wednesday 14 March 2018 between 5:30pm and 7:30pm at the Great Hall. This is a great opportunity to find out about career opportunities and advice from staff from a wide variety of law firms and legal services.

The Law Society of NSW also organises a Law Careers Fair on Wednesday 28 March 2018 between 11am and 2pm at the Gallery in the International Convention Centre at Darling Harbour. You need to register online at <https://www.surveymonkey.com/r/SydneyLawCareersFair2018>.

TAKE ON AN EXECUTIVE POSITION IN A SOCIETY

The University of Sydney has over 200 societies clubs and societies, catering for a myriad of interests. Some societies, such as 180 Degrees Consulting or the Financial Management Association, specifically run professional skill workshops or networking events with their sponsoring firms. Additionally, taking on responsibility in any society by becoming an executive member will help you demonstrate your leadership and management skills to employers. What you do and how much time you commit as an executive varies from society to society and your position. Most societies have at least a President, Vice President, Treasurer and Secretary.

TIP

If you are thinking about becoming an executive, make sure to attend society events and get to know the current executive members, who can tell you more about how they got the position.

JOIN A SULLS SUBCOMMITTEE

Being on a SULLS subcommittee is a great way to not only give back to the society, but to develop your time management, communication and teamwork skills. SULLS runs a number of subcommittees under their various portfolios, so pick one that interests you! For more details on how to apply, look out for the SULLS O-Week Handbook online or at the SULLS Office, and keep your eyes peeled for Facebook events.

COMPETE IN A COMPETITION

Competitions provide a fantastic opportunity for you to apply all the legal knowledge you have learned in class and see how the theory operates in practice. Doing well in a competition can show employers that you have the knowledge and skills relevant to the legal field and hence many students often participate.

SULLS coordinates internal and external competitions throughout the year, including mooting, negotiations, client interviewing and witness examination. For more information on these competitions and the rules, look out for the Competitions Handbook or contact competitions@suls.org.au.

mooting

Mooting involves you appearing as a legal advocate in an appeals court on a question of law. Unlike Mock Trial, you do not need to establish facts – a moot focuses solely on the law's applicability and interpretation. Unlike debating, the arguments are mostly based on the law, rather than moral, social or economic arguments. Mooting helps you develop real-life advocacy skills in a court, preparing you for practice should you choose that path. Even if you're not considering practicing as a lawyer, skills such as thinking on your feet, preparation and formal presentation can help you excel in the workforce.

For both LLB and JD students, SULLS hosts the First Year Moot in semester 2, which focuses on preliminary areas of tort law. This is a specially designed moot and is only available to first year students. For JD students, you can challenge yourself and take part in the Torts Moot in semester 1 and the Herbert Smith Freehills Contracts Moot in semester 2.

negotiations

Negotiations involves two teams that seeking to settle a legal dispute with the goal of reaching an agreement to avoid litigation. The two teams receive a common set of facts and an exclusive set for each side, and prepare their stance and willingness to compromise on various points before the negotiation session. Negotiations teaches you good communication skills between team members and to other parties. It can help foster the use of different styles of bargaining, which can help you handle difficult situations and resolving conflict in the future. Employers can be impressed by employees that are good negotiators and can handle conflict and issues in a calm manner.

SULLS coordinates the Clayton Utz Negotiations Competition in semester 1. This competition is particularly beneficial for students who hope to practice in corporate law and attracts every year of LLB or JD degrees.

client interviewing

The interview is a simulation of the first time a potential client visits a firm, with students competing in teams of two. You do not need to have studied any particular area of law. Client interviewing is useful for a variety of legal and non-legal roles, particularly in the business roles, where you need to ascertain all relevant facts and understand the situation as a whole. This competition attracts students from every year of the LLB and JD.

SULLS coordinates the Henry Davis York Client Interviewing Competition in semester 1.

witness examination

This competition simulates the courtroom experience of examination-in-chief and cross-examination on clients. It is similar to high school Mock Trial but you do not need Mock Trial experience to take part. The focus of witness examination is on asking probing questions, and demonstrating your skill in adducing oral evidence. It is open to all students in the LLB and JD.

SULLS coordinates the King & Wood Mallesons Witness Examination Competition in semester 2.

how can I contribute to the community?

VOLUNTEER WITH THE UNIVERSITY OF SYDNEY UNION (USU)

The USU runs a volunteering program across a range of opportunities, including school mentoring, international student outreach, and event opportunities. These are excellent ways to give back to the largest campus community of any Australian university. For more information, please visit: <https://www.usu.edu.au/Volunteering.aspx>.

CONTRIBUTE TO A HUMANITARIAN/CHARITABLE SOCIETY

Clubs and societies are a great way of socialising and making friends, but many societies also have a humanitarian, charitable or community focus, such as Amnesty International or St. John's Ambulance Service. These societies are often a great opportunity to gain volunteer experience, and contribute to community services. For a comprehensive list of such societies, please visit: <https://www.usu.edu.au/Clubs-Societies/Our-clubs-societies/Humanitarian-Community-Aid.aspx>.

GET INVOLVED WITH THE SULLS SOCIAL JUSTICE SUBCOMMITTEE

The Social Justice Subcommittee of SULLS involves a group of students who are responsible for the coordination of the events within SULLS' social justice program. It is a portfolio suitable for first year students looking to be more involved within the society; applications for the Social Justice Subcommittee will open in Semester 1. For more information, please see: <http://www.sulls.org.au/social-justice-subcommittee/>.

BECOME A TUTOR FOR THE REFUGEE LANGUAGE TUTORING PROGRAM

The Refugee Language Tutoring Program was piloted in 2014, involving a group of 20-30 volunteers who work with refugees to increase their English proficiency. It is run in conjunction with the University of Sydney's Peace and Conflict Studies Centre. The program runs through the year, and involves a commitment to a compulsory training session each Monday from 5-7pm. For more information, please visit: <http://www.sulls.org.au/refugee-language-tutoring-program/>.

JOIN THE JUVENILE JUSTICE MENTORING SCHEME (JJMS)

The JJMS is a program that provides the opportunities for law students to mentor, on a weekly or fortnightly basis, residents at the Reiby Juvenile Justice Centre for Girls and the Cobham Juvenile Justice facility for Boys. Participants will engage in recreational and educational programs, and the scheme runs throughout both semesters and both Winter and Summer breaks. For more information, please consult: <http://www.sulls.org.au/juvenile-justice-mentoring-program/>.

VOLUNTEER AT THE COMPASS PROGRAM

The Compass Program is run by the University of Sydney, and is aimed at engaging high school students traditionally less likely to participate in higher education. Jointly, the SULLS Social Justice and Equity portfolios coordinate volunteers from the Law Faculty. The program includes "Compass Days", where mentored students participate in educational activities designed and facilitated by law students. For more information, please consult: <http://www.sulls.org.au/compass-days/>.

BECOME A MENTOR FOR AIME

AIME is a nationwide program that has involved some 5000 university students mentoring young Indigenous Australians since its establishment in 2005. It has a significant presence of University of Sydney students, and in 2016 engaged over 6600 mentees. To find out more about how to be involved in this program, please visit: <https://aimementoring.com/global/about>.

VOLUNTEER AT COMMUNITY LEGAL CENTRES

Giving your time to a community legal centre (CLC) is one of the most direct ways of contributing to your local community, whilst developing and building upon the skills that you will learn at law school. There are CLCs in most regions of Sydney; law students from the University of Sydney tend to get particularly involved with the Aboriginal Legal Service and the Redfern Legal Centre. For more information and the location of CLCs in your local area, please visit: <http://www.clcnsw.org.au/>.

getting around

CAMPUS



We'll only cover the essentials in this section since you should have the satisfaction of exploring the campus yourself. This section contains an overview of the law library, where to get food and drink, and where to study. We've done all the research and taste-testing for you, so hopefully you now have a better idea of where to explore!

getting to campus

Most law students reach the law building by either catching the train to Redfern Station and walking for about 15 minutes or catching a train to Central Station walking to Railway Square and taking a bus. Any bus from stand L will get you right in front of the Student Centre opposite Eastern Avenue.

the law library

The Law Library is home to the computer labs where you will take all your legal research classes and also the study spot of choice for many students. During the semester, it can fill up as early as 10AM and stay packed until 6PM, so if you want to secure a spot, it's best to book a desk at least a day or two in advance here: <http://usyd.libcal.com/booking/lawdesk>

Even if you're not comfortable studying in the deathly silence of the library, there are plenty of other reasons to visit:

1. To print – hop on to one of the computers requiring Unikey login in and you can print to the printers on the reception side of the library or at the printers behind the Turnbull Reading Room, informally known as “the Cone”. This definitely comes in handy when you're printing your assignment last minute before handing it in to the Law Office on level 3.
2. To borrow – check out the textbooks to the right-hand side of reception – even though they are not prescribed, they often offer insights or contain case extracts which are helpful for research assignments. You can borrow either at the counter or through a self-serve counter, as long as you have your student card with you.
3. For group work – you can book any of the study rooms on both levels of the library through <https://usyd.libcal.com/booking/law>, but bookings fill quickly so try to get in a week in advance.

TIP

You can often find your prescribed texts and other useful textbooks in the two-hour section behind the reception. You can look at the books for as long as you like, but if you want to leave the section with them you would have to borrow them and return or renew them in the next two hours.

food and drink

You're spoilt for choice when it comes to food and drink – here is a brief overview of the popular options, most of which are plotted out on the map on page 60.

ON CAMPUS

Abercrombie Business School (ABS) Café – opens until relatively late since it offers dinner options too. Food is bit more expensive but also a bit nicer.
Recommended: the cakes and banh mi's

Boardwalk Café – Offers a great variety of hot foods, such as curries, burritos and pastas, as well as Ralph café made sandwiches, salads and quiches.

Recommended: the iced coffee (they add ice cream!) and the burrito salads

Carslaw Café – offers Greek and Lebanese style food and coffee that is more affordable than taste. They take ACCESS.

Recommended: the feta chips

Courtyard Café – a bright, pretty and spacious café which does fantastic cakes, pastas, Reuben sandwiches and coffee in wafer cones (for the insta-conscious student). They take ACCESS.

Recommended: the pizza and cakes

Laneway Café – easy to miss but does the best breakfasts on campus. It is also one of the only places offering vegan ice cream and specialty drinks, such as mint slice hot chocolate.

Recommended: the dirty chai and breakfast bruschetta

Ralph's Café – probably best burgers on campus. Large selection of Italian foods, sandwiches, wraps and salads.

Recommended: iced coffee (they add hazelnut gelato!) and burgers

Taste Café – the go-to for most law students out of convenience, although it is on the expensive side. There is an eat-in area on the side, and they take ACCESS.

Recommended: the coffee and the lemongrass beef baguette

Wentworth Food Court – most people flock here for one reason: Unibros, the on-campus kebab shop. Nevertheless, there is also Asian and Indian food available.

Recommended: the HSP or kebab from Unibros

TIP

If you bring a reusable coffee cup to any USU outlet (look for the Vittoria Coffee sign!), they will give you 30 cents off your coffee. Additionally, if you are an ACCESS member, you will get a further 15% off, and a **free beverage** for every **six** you purchase.

OFF CAMPUS

Abercrombie Street – plenty of cute cafes line this street, as well as a Japanese restaurant. But the main drawcard is Ozturk, where the HSP is so large the plastic box can barely close around it.

Recommended: cake, brunch and coffee from Shortlist, Tripod or Ella's, kebab or HSP from Ozturk

Broadway – the food court in the shopping centre has plenty of fantastic options, and there are some shops on the street such as Hüb house diner and Oporto's.

Recommended: Broadway food court for variety and Guzman's

Newtown – only a 10-minute walk away, or a short bus ride if you're trying to go deeper into Newtown. There's a Dominoes and a Donut Time as well as many thai restaurants, burgers and gelaterias.

Recommended: Thai La Ong or BurgerFuel

The Royal – very popular amongst commerce students as well since it is opposite the Business School. Good place for drinks after uni.

Recommended: \$10 steak and the daily specials

study spots

Can't stand the dirty looks people give you when you nibble on a snack in the Law Library? Never manage to make it to uni early enough to snag a seat? The Law Library is a popular place to study but there are many other options available to you:

Fisher Library - right next door to the Law Library, connected via an underground tunnel. It has 9 levels worth of space for you to explore.

Pro: usually spots are available, especially in the two hour section or on higher levels.

Con: much harder to find a place with powerpoints.

Sci-Tech Library - also nice since there is a spacious area with natural light where you can have a view of some greenery.

Pro: better lit and airier than the Law Library

Con: still gets quite crowded at peak times

Abercrombie Building Study Hubs - very popular, so don't expect to come here without bumping into some friends! Many places are available between all three hubs, and there is also hot water, a microwave and a printer in each hub.

Pro: easy access to microwave and ABS cafe

Con: not as quiet as law library

Carslaw Study Hubs - consist of a main area as well as the computer hub. Many seats available here.

Pro: not too hard to find a spot and a place to charge

Con: a bit dreary and older than other areas

New Law Building Level 3 - don't be put off by the fact you'd be sharing a floor with the Law academic office! This is definitely the study place with the best views.

Pro: Fantastic view of Victoria Park, the city and the law lawns with plenty of natural light

Con: rarely available

Brennan McCallum Hub - this is a bit of a hidden gem since it is far from where most law students have class, opposite Manning Building.

Pro: spaces are usually available, places to charge

Con: A bit of a trek

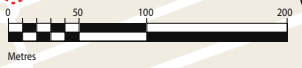
Camperdown/Darlington Campus map



LEGEND

-  Medical centre
-  Information
-  Post office
-  Eateries
-  ATM
-  STA bus stop
-  Campus bus stop
-  Campus bus route
-  Telephone
-  Carpark
-  Motorcycle parking
-  Campus Security

For more assistance phone the Visitors Information Centre on 9351 3100



APPENDIX



swapping units for exchange

Let's say that Jo is a first year Bachelor of Arts/Bachelor of Laws student and she hasn't found out about exchange yet. Her subject selection in second and third year most likely looks like this:

Year 2		Year 3	
Semester 1	Semester 2	Semester 1	Semester 2
TABLE A MAJOR SENIOR UNIT (1)	TABLE A MAJOR SENIOR UNIT (2)	TABLE A MAJOR SENIOR UNIT (4)	TABLE A MAJOR SENIOR UNIT (5)
TABLE A JUNIOR UNIT OR TABLE A OR B SENIOR UNIT (1)	TABLE A MAJOR SENIOR UNIT (3)	TABLE A OR B SENIOR UNIT (3)	TABLE A MAJOR SENIOR UNIT (5)
LAWS1014 CIVIL & CRIMINAL PROCEDURE	TABLE A JUNIOR UNIT OR TABLE A OR B SENIOR UNIT (2)	TABLE A OR B SENIOR UNIT (4)	LAWS1017 TORTS & CONTRACTS II
LAWS1015 CONTRACTS	LAWS1016 CRIMINAL LAW	LAWS1023 PUBLIC INTERNATIONAL LAW	LAWS1021 PUBLIC LAW
		LAWS1019 LEGAL RESEARCH 2	
24 CREDITS	24 CREDITS	24 CREDITS	24 CREDITS

Now imagine that Joe discovers the exchange program to Reykjavik University in Iceland and is instantly drawn to it – if her application is successful, she could swap Criminal Law with one of her Year 3 semester 2 units so that she does not have to prolong her degree:

Year 2		Year 3	
Semester 1	EXCHANGE	Semester 1	Semester 2
TABLE A MAJOR SENIOR UNIT (1)	TABLE A MAJOR SENIOR UNIT (2)	TABLE A MAJOR SENIOR UNIT (4)	TABLE A MAJOR SENIOR UNIT (5)
TABLE A JUNIOR UNIT OR TABLE A OR B SENIOR UNIT (1)	TABLE A MAJOR SENIOR UNIT (3)	TABLE A OR B SENIOR UNIT (3)	LAWS1016 CRIMINAL LAW
LAWS1014 CIVIL & CRIMINAL PROCEDURE	TABLE A JUNIOR UNIT OR TABLE A OR B SENIOR UNIT (2)	TABLE A OR B SENIOR UNIT (4)	LAWS1017 TORTS & CONTRACTS II
LAWS1015 CONTRACTS	TABLE A MAJOR SENIOR UNIT (6)	LAWS1023 PUBLIC INTERNATIONAL LAW	LAWS1021 PUBLIC LAW
		LAWS1019 LEGAL RESEARCH 2	
24 CREDITS	24 CREDITS	24 CREDITS	24 CREDITS

sample degree progressions

Bachelor of Laws and Bachelor of Commerce with a major in Finance in the Dalyell Stream

Year 1 Sem 1	BUSS1000 Future of Business	BUSS1020 Quantitative Business Analysis	1000-level elective	LAWS1006 Foundations of Law	
Year 1 Sem 2	BUSS1030 Accounting, Business and Society	BUSS1040 Economics for Business Decision-Making	Open Learning Environment units	LAWS1012 Torts	LAWS1013 Legal Research I
Year 2 Sem 1	BUSS2000 Leading and Influencing in Business	FINC2011 Corporate Finance I	LAWS1014 Civil and Criminal Procedure	LAWS1015 Contracts	
Year 2 Sem 2	FINC2012 Corporate Finance II	Open Learning Environment units	Dalyell unit	LAWS1016 Criminal Law	
Year 3 Sem 1	FINC3017 Investments and Portfolio Management	Finance 3000-level unit	Dalyell unit	LAWS1023 Public International Law	
Year 3 Sem 2	FINC3600 Finance in Practice	Finance 3000-level unit	LAWS1021 Public Law	LAWS1017 Torts and Contracts II	LAWS1019 Legal Research II
Year 4 Sem 1	LAWS2010 Administrative Law	LAWS2011 Federal Constitutional Law	LAWS2012 Intro to Property and Commercial Law	LAWS2013 The Legal Profession	
Year 4 Sem 2	LAWS2014 Corporations Law	LAWS2015 Equity	LAWS2016 Evidence	LAWS2017 Real Property	
Year 5 Sem 1	LAWS2018 Private International Law A	Law 3000-level elective	Law 3000-level elective	Law 3000-level elective	
Year 5 Sem 2	Law 3000-level elective	Law 3000-level elective	Law 3000-level elective	Law 3000-level elective	

Bachelor of Laws and Bachelor of Arts with a major in International Relations and minor in History

Year 1 Sem 1	HSTY1001 History Workshop	GOVT1641 Introduction to Politics	GOVT1621 Introduction to International Relations	LAWS1006 Foundations of Law	LAWS1013 Legal Research I
Year 1 Sem 2	HSTY1002 Age of Empires	GOVT2991 Political Analysis	Open Learning Environment units	LAWS1012 Torts	
Year 2 Sem 1	History 2000-level unit	GOVT2921 Intermediate International Relations	LAWS1014 Civil and Criminal Procedure	LAWS1015 Contracts	
Year 2 Sem 2	History 2000-level unit	International Relations 3000-level unit	Open Learning Environment units	LAWS1016 Criminal Law	
Year 3 Sem 1	History 3000-level unit	International Relations 3000-level unit	International Relations 3000-level unit	LAWS1023 Public International Law	LAWS1019 Legal Research II
Year 3 Sem 2	History 3000-level unit	FASS3999 Interdisciplinary Impact	LAWS1021 Public Law	LAWS1017 Torts and Contracts II	
Year 4 Sem 1	LAWS2010 Administrative Law	LAWS2011 Federal Constitutional Law	LAWS2012 Intro to Property and Commercial Law	LAWS2013 The Legal Profession	
Year 4 Sem 2	LAWS2014 Corporations Law	LAWS2015 Equity	LAWS2016 Evidence	LAWS2017 Real Property	
Year 5 Sem 1	LAWS2018 Private International Law A	Law 3000-level elective	Law 3000-level elective	Law 3000-level elective	
Year 5 Sem 2	Law 3000-level elective	Law 3000-level elective	Law 3000-level elective	Law 3000-level elective	

Bachelor of Science with a major in Computer Science and Bachelor of Laws commencing in second year

Year 1 Sem 1	INFO1110 Introduction to Programming	INFO1113 Object-Oriented Programming	MATH1021 Calculus of One Variable (or MATH1921 or MATH1931) AND MATH1023 Multivariable Calculus and Modelling (or MATH1923 or MATH1933)	Elective unit from Table A or Table S	
Year 1 Sem 2	COMP2022 Programming Languages, Logic and Models (or COMP2922)	MATH1002 Linear Algebra (or MATH1902) AND MATH1004 Discrete Mathematics (or MATH1904)	Open Learning Environment units	Elective unit from Table A or Table S	
Year 2 Sem 1	COMP2123 Data Structures and Algorithms (or COMP2823)	COMP2017 Systems Programming	LAWS1006 Foundations of Law	LAWS1015 Contracts	
Year 2 Sem 2	COMP3615 Computer Science Project (or COMP3600)	Elective unit from Table A or Table S	LAWS1012 Torts	LAWS1021 Public Law	LAWS1013 Legal Research I
Year 3 Sem 1	COMP3027 Algorithm Design (or COMP3927)	Open Learning Environment units	LAWS1014 Civil and Criminal Procedure	LAWS1023 Public International Law	
Year 3 Sem 2	Computer Science 3000-level major selective unit	Elective unit from Table A or Table S	LAWS1016 Criminal Law	LAWS1017 Torts and Contracts II	LAWS1019 Legal Research II
Year 4 Sem 1	LAWS2010 Administrative Law	LAWS2011 Federal Constitutional Law	LAWS2012 Intro to Property and Commercial Law	LAWS2013 The Legal Profession	

Year 4 Sem 2	LAWS2014 Corporations Law	LAWS2015 Equity	LAWS2016 Evidence	LAWS2017 Real Property	
Year 5 Sem 1	LAWS2018 Private International Law A	Law 3000-level elective	Law 3000-level elective	Law 3000-level elective	
Year 5 Sem 2	Law 3000-level elective	Law 3000-level elective	Law 3000-level elective	Law 3000-level elective	

Please note these sample degree progression tables are subject to change (some units might change in different years) and you should make a degree progression plan that suits you. For assistance, contact Law Professional Programs (law.professional@sydney.edu.au) or your faculty.

degree planner

Year 1 Sem 1					
Year 1 Sem 2					
Year 2 Sem 1					
Year 2 Sem 2					
Year 3 Sem 1					
Year 3 Sem 2					
Year 4 Sem 1					
Year 4 Sem 2					
Year 5 Sem 1					
Year 5 Sem 2					

