

UQ ROTARY PEACE CENTRE HANDBOOK FOR ROTARY PEACE FELLOWS CLASS XVI COMMENCING 2018



Nobel Laureate Dr. Oscar Arius (Centre) with UQ Rotary Director Dr Melissa Curley (2nd left) and UQ Peace Fellows Alumni at Rotary World Peace Symposium, Sao Paulo 2015 - ©Rotary International. All Rights Reserved

Every attempt has been made to ensure that the information contained in this Handbook is correct at the time of publication.

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Welcome To Rotary Peace Fellows

Dear Class XVI UQ Rotary Peace Fellows,

On behalf of the staff of the School of Political Science & International Studies and the Faculty of Humanities and Social Sciences, I would like to welcome you to The University of Queensland (UQ). We trust you will adjust to life and study at the University and we are proud to offer you a high quality program and facilities to support your educational endeavours.

You are part of the sixteenth intake of Rotary Peace Fellows (Class XVI). You will be studying with other Peace Fellows, and also with students enrolled from a wide range of countries and professions.

We aim to assist you in achieving:

- A smooth transition from your home country to living in Australia;
- An easy adjustment to studying the Master of Peace and Conflict Studies program;
- A good understanding of how policies, structure, procedures and requirements of the School and University can affect you;
- A good knowledge of the resources, support and assistance available to you.

This Handbook is intended as a guide to resources pertaining to your study at UQ and the School of Political Science and International Studies.

In addition to this information, Peace Fellows should also refer to other important publications of this University:

- my.UQ <https://my.uq.edu.au/>
- Student Support <https://my.uq.edu.au/services/student-support>
- UQ Policies and Procedures Library: <http://ppl.app.uq.edu.au/>

We anticipate that you will be arriving in Brisbane sometime in late January or early February in order to attend Orientation programs, commencing on Monday 12 February 2018, and classes commencing on Monday 19 February 2018. There are also two important dates to note for your orientation to the UQ Rotary Peace Centre. These are **compulsory** and will also provide opportunities to meet existing Class XV Peace Fellows and Brisbane based Alumni from the program. Please note these dates in your diary:

- Welcome Morning Tea for Class XVI Peace Fellows: Thursday 15th February, 2018, 9am-11:30am (Terrace Room, Bld 14)
- Master of Peace and Conflict (MPACS) Orientation: Thursday 15th February, 2018, 1-4:00pm
- UQ Class XVI Peace Fellows Peace Centre Orientation: Friday 16th February, 2018, 9:00am –4pm (Venue TBA)

I urge you to listen to the [Pre-departure online briefing](#) for more information on planning your arrival and also refer to information at UQ Future Students Getting Prepared: <https://future-students.uq.edu.au/getting-prepared>

Fellows make their own arrangements for arrival in Brisbane and collection from the airport. Options you may wish to consider:

- Your Rotary Host Counsellor may be able to help you with this. Contact them in advance of your arrival if you require their assistance
- UQ provides an 'Airport Reception' service for commencing students. Bookings must be made [online](#) a minimum of three working days in advance of your arrival.

You should also have arranged, or be arranging, accommodation for yourself. Again, your Rotary Host Counsellor may be able to help in this regard. Please contact your Rotary Host Area Coordinator or your Rotary Host Counsellor if you require assistance with this process.

Please note that there are thousands of students seeking accommodation in February, so we advise that you plan this carefully. The University has an accommodation service, which can be accessed through <https://future-students.uq.edu.au/accommodation> Fellows with dependents are urged to arrive at least four weeks prior to the beginning of semester to arrange their accommodation, employment and/or schooling requirements etc.

To help you to settle into the program, we have arranged a **'buddy'** system, whereby you will be linked with a Rotary Peace Fellow from Class XV. Your allocated 'buddy' is listed on page 4. It is hoped your 'buddy' will be able to answer any outstanding questions you may have. Of course, you are also welcome to speak to Centre Staff at any time (contact details are on page 4 of this handbook).

I urge you to read this Handbook thoroughly and familiarise yourself with the information contained within, so you can be as prepared as possible for your study with us.

I hope that the one and a half years you spend with us will be a productive and memorable experience, that you will form lasting friendships, and gain maximum benefit from our program in Peace and Conflict Studies.

With best wishes
Dr Melissa Curley
Director, Rotary Peace Centre

The University of Queensland Rotary Peace Centre

<https://rotary.centre.uq.edu.au/>

The University of Queensland's Rotary Peace Centre is part of a global program to advance research, teaching, practical training and knowledge on issues of international relations, peace studies and conflict resolution.

Following an intensive international search by The Rotary Foundation, The University of Queensland was selected from over 100 universities expressing interest in the establishment of a program for Peace and Conflict Studies. The decision recognised the outstanding reputation of The University of Queensland's longstanding International Relations and Peace and Conflict Studies programs.

The University of Queensland's program is one of only six such programs worldwide. Other

programs are based at:

- Chulalongkorn University, Bangkok, Thailand
- Duke University and University of North Carolina, Chapel Hill, USA
- International Christian University, Tokyo, Japan
- University of Bradford, Bradford, UK
- Uppsala University, Uppsala, Sweden

About the School's Peace and Conflict Studies Program

<https://polsis.uq.edu.au/master-peace-and-conflict-studies>

Recent international crises highlight the need for greater understanding of the political, economic and social factors that affect security and stability, as well as the tragic human costs involved in such conflicts. The threat of insurgency and terrorism, humanitarian crises in Afghanistan, Iraq, central Africa, the Middle East and elsewhere, all indicate that we need to develop greater expertise in alleviating such tensions and more effective strategies for promoting peace and stability.

There is also an urgent need to address such issues before they escalate. The amount of money and human resources spent on conflicts and re-building worldwide is significant. Educational programs aimed at the peaceful resolution of disputes, seen as having long-term rather than immediate effects, and which cost a small fraction of such amounts, can help to avoid the need for expensive peacekeeping operations and reconstruction costs. Our programs are designed to address these needs. We aim to equip students with the knowledge and skills that they need to engage in conflict resolution, peacekeeping and peace building in the contemporary global context.

Particular strengths of the program include:

- The degree is tailored for students interested in seeking employment in either government agencies, non-government organisations or the private sector;
 - Students will study with people from a wide range of countries and professions;
 - Teaching staff are recognised as being world class in their respective fields;
 - Teaching is conducted in small groups wherever possible, and at convenient times, with most internal classes timetabled for the evening.

Teaching & Research

<https://polsis.uq.edu.au/research>

The teaching and research of the School's Academic Staff is internationally recognised. The Staff maintain close ties with important international and national non-government organisations, government agencies and leading academic institutions and research centres in Asia, Europe and North America. This exposure further reinforces the program. The School also hosts the [Asia-Pacific Centre for the Responsibility to Protect](#), which focuses on the Responsibility to Protect concept, genocide prevention and the study of crimes against humanity. It conducts extensive outreach activities in the Asia-Pacific region, and UQ Rotary Peace Fellows have conducted their AFE with the R2P Centre on a number of occasions.

Contact Details for Assistance

Rotary program enquiries:

Dr Melissa Curley

Director, Rotary Peace Centre
Senior Lecturer in International Relations
School of Political Science and International Studies
Level 4, Bldg. 39A, Room 410
The University of Queensland, Brisbane QLD 4072
Telephone: +61 7 3346 9054
Facsimile: +61 7 3365 1388
Email: m.curley@uq.edu.au



Consultation Hours: TBA and by arrangement

Graduate Centre Manager

Rotary Liaison & Events

Mrs Diana McCluskey

Graduate Centre in Governance and International Affairs
School of Political Science and International Studies
Level 4, Bldg. 39A, Room 403A
The University of Queensland
Telephone: +61 7 3343 1325
Email: d.mccluskey@uq.edu.au



Rotary Host Area Coordinator

Brisbane Rotary enquiries –
Further information about your assigned Rotary Host Counselors and
Rotary Speaking Duties should be directed to:

Ms Shaughn Forbes

Rotary Host Area Coordinator
Rotary Club of Ashgrove/The Gap
Telephone: 0411473337
Email: shaughn.forbes@bigpond.com



Student Administration Enquiries

Further information about course enrolment

Student and Academic Administrative Team
School of Political Science and International Studies
Level 5, Bldg. 39A,
The University of Queensland
Telephone: +61 7 3365 2858
Fax: +61 7 3354 1388
Email: polsis@uq.edu.au

Class XVI 2018 – 2019 Rotary Peace Fellows -Buddies

Surname	First name	Country	Email Class XVI Fellow	Buddy	Email Class XV Buddy
Fox	Raina	USA	raina.e.fox@gmail.com	Sok Heng Ly	sokheng.ly@uq.net.au
Fujimoto	Norihiro	Japan	aarfujimoto@gmail.com	Casey Dilg	casey.dilg@gmail.com
Helman	Michelle	USA	michellehelman@gmail.com	Nick Drushella	nickd826@gmail.com
Lagarde	Mikaela Francine	Philippines	miku.lagarde@gmail.com	Shen Huang	shen.huang@uq.net.au
Marks	Morgan	USA	gemaymarks@gmail.com	Marie-Paul Munyabarenzi	m.munyabarenziattema@uq.net.au
Prakash Prasad	Krishna	Egypt	krishnaprakaships@gmail.com	Ashuien Alor	a.alor@uq.net.au
Nabakooza	Emily	Uganda	emilynabz@gmail.com	Nadir shah	nadir.shah@fulbrightmail.org
Seibert	Lauren	USA	lauren_seibert@yahoo.com	Katsa Brenneman	k.brenneman@uq.net.au
Sinisterra	Isabella	Colombia	sinisterraisabella@gmail.com	Perla Padilla Fuentes	p.padillafuentes@uq.net.au
Yussuf	Mohamed	Kenya	saadieg@yahoo.com	Guled Ibrahim	g.ibrahim@uq.net.au

Commencing at UQ

Orientation

Rotary Peace Centre Welcome Morning Tea

The UQ Rotary Peace Centre will host a Welcome Morning Tea. **This event is compulsory, all Peace Fellows are required to attend; partners and children are welcome.** This will take place on Thursday 15th February 2018 from 9am to 11:30am in the Terrace Room, 6th Floor of Sir Llew Edwards Building (Bldg 14). More information will be supplied to you closer to the date via email.

Class XVI Peace Centre Orientation

Dr Melissa Curley, Rotary Peace Centre Director & Mrs Diana McCluskey, Graduate Centre Manager, will coordinate a **Class XVI Orientation on Friday 16th February, 2018, 9am and 4pm. Your attendance for this day is compulsory**, to facilitate Fellow's arrival and settling in process, and also to gain an opportunity to meet and get to know current Class XV Peace Fellows and Brisbane-based alumni. This will also incorporate your induction to the School and allocation of room keys, equipment/computer access, information about obtaining business cards, swipe card access, and an Occupational Health & Safety Induction. The location will be advised via email closer to the date.

O-Week

<http://orientation.uq.edu.au/>

Orientation Week (O-Week) is a University-wide celebration for international and domestic students who are beginning their studies at UQ. O-Week will commence Monday 12 February 2018. O-Week offers you social, sporting, study and support sessions and events to help you get familiar with the campus, meet people, get prepared for study, find out who's there to help and most importantly have fun!

All international students are required to attend:

- Getting Started workshop
- Health & Safety workshop

Rotary Peace Fellows' Seminar 2018

The annual seminar is designed to enable Fellows to present the findings and research from their time as a Fellow in a conference-like format to representatives from Rotary, sector professionals, academics and peers. Rotary Peace Fellows will present at this seminar during their last semester of study. **All Class XVI Fellows are required to assist and attend Class XV's seminar, to be held on Saturday 24 March 2018.** Please note this date in your diary (the location will be advised closer to the time).

Information about Brisbane and Queensland

Brisbane City Council	http://www.brisbane.qld.gov.au/
Must Do Brisbane	http://www.mustdobrisbane.com/
Visit Brisbane	http://www.visitbrisbane.com.au
Southbank	http://www.visitsouthbank.com.au/
Tourism Queensland	http://www.tq.com.au
Destination Gold Coast	https://www.destinationgoldcoast.com/

Accommodation Services

<https://future-students.uq.edu.au/accommodation>

Finding a great place to live while studying at UQ can really enhance your experience of university life. Accommodation Services provides information and services to assist you to find a home that's right for you, and make your arrival in Brisbane as smooth as possible.

Based on the experience of other Fellows, if you are coming from a cold climate and are not used to hot and humid weather conditions, we would recommend that you look for accommodation with air-conditioning. While air-conditioning will increase your electricity costs, you may have trouble sleeping during the hot and humid Brisbane nights without it.

Australian seasons are as follows:

Summer - December – February; **Autumn (Fall)** - March – May; **Winter** - June – August; **Spring** - September – November.

Cost of Living

<https://future-students.uq.edu.au/international/cost-living>

The cost of living will vary according to your lifestyle and requirements. Keep in mind that your budget should be flexible enough to allow for unexpected costs such as emergencies and health expenses.

Children's School Fees

<https://future-students.uq.edu.au/international/bringing-your-family>

Please be advised that if you have primary or secondary school-aged children accompanying you, and you wish to enrol them in a school in Brisbane, you will more than likely have to pay school fees. These fees are set by the Australian government and are quite high, so we strongly recommend that you make early enquiries in order to know what these charges will be ahead of your arrival in Australia.

Confirmation of Enrolment Letter

You may need to obtain an official UQ Confirmation of Enrolment letter from the Student Centre which can be used to provide to your AFE Organisation if required or to support your VISA application for your AFE.

In Person

You can obtain a letter in person from the Student Centre, Level 1, JD Story Building (Bldg 61), St Lucia campus.

Please take your current student ID card.

Online

You can also **request a letter online** but this may take a few days to have the letter ready for collection, although you may be able to obtain a scan of the letter to your student email address.

To Request a letter online:

Go To <http://www.uq.edu.au/student-centre/> Click on the Student Centre link – Click on UQ Answers (the green link) – Click on Current Students – Click on Send us Your Question – Login with your UQ Username and Password – Request a Confirmation of Enrolment Letter and let them know how you want it delivered to you – via email to your student email address and in hardcopy.

OSHC Health insurance

All international students in Australia must take out a separate health insurance policy (Overseas Student Health Cover) for health coverage while in Australia. Please note that this coverage will depend on your chosen provider – and may exclude some pre-existing medical conditions, dental procedures, and at times coverage for mental health disorders or conditions. ***Please take this into account when choosing your health plan, as you may need to provide additional financial resources to cover such expenses.***

Information About Studying at UQ

Key Dates 2018

You should familiarize yourself with key dates in the 2018 academic calendar including the due date to enrol for each semester.

http://www.uq.edu.au/events/calendar_view.php?category_id=16&year=2018&month=&day=01

Master of Peace and Conflict Studies (MPaCS #24) Program Requirements

Please check your current program rules and requirements for the Master of Peace and Conflict Studies (#24) on the UQ Courses and Programs website: http://www.uq.edu.au/study/program.html?acad_prog=5645

UQ Program Code: 5645

Duration: 3 semesters FT

Mode of Study: Internal

A standard full-time load is #8 units of study per semester.

Students enrolled in the #24 MPaCS complete:

#8 units for Part A; and

#6 units from Part B; and

#10 units from Part B and/or Part C.

Courses offered in **Internal mode** require weekly class attendance throughout the semester.

Courses offered in **Intensive mode** require class attendance for 5-6 full-days throughout the semester and some may be weekends.

Courses offered in **External mode** do not require class attendance.

A standard #2 unit course requires approximately 8-10 hours of work each week. This is a combination of lecture and study time e.g. a 2 or 3 hour seminar and 5-7 hours of reading and research. A #4 unit course represents a time commitment of 16-

20 hours per week.

Course Descriptions – MPaCS 2018

www.uq.edu.au/study/

Current course descriptions for all courses offered in the MPaCS #24 program are available on UQ Course and Programs.

Electronic Course Profiles (ECP)

Electronic course profiles (ECPs) are published for each course and are available at least two weeks prior to the commencement of semester. You can access general public versions from the Courses and Programs website <http://www.uq.edu.au/study/> and student versions after you enrol in the course from the course Blackboard course site.

The ECP contains the university official course information including course objectives, topic outlines, assessment items and due dates, marking criteria, teaching format, course materials and reading lists.

Applied Fieldwork Experience (AFE)/Independent Study Research

The AFE is required by Rotary and is undertaken in Summer Semester (November – February) with a US\$7,000 funding (lump sum). There is no UQ requirement for the AFE to be undertaken as credit towards your MPaCS program.

There are three UQ options available :

A) Not for credit

Highly encouraged: give you more elective choice, reduces administrative complications, maximizes your fellowship experience

B) POLS7521 Applied Fieldwork Experience

Can be especially difficult to arrange ('deed'/student placement agreement); perhaps valuable to profile 'fieldwork' in transcript; assessment = logbook/reflection essay/host confirmation (pass or fail - not graded)

C) POLS7207 Independent Study

Combines fieldwork and academic experience; Assessment = plan & bibliography, 4 meetings with supervisor, 6,000 word paper (graded, more demanding).

Suggested Study Plans – 2018/2019

Peace Fellows commencing in Semester 1 2018 and completing the #24 MPaCS without POLS7706 (#8 Unit Year-Long Research Thesis)

Semester 1, 2018	Semester 2, 2018	Summer Semester 2018/2019	Semester 1, 2019
#4 units from Part A and #4 units from Part B	#4 units from Part A and #2 units from Part B and #2 units from Part B or Part C	POLS7521 #2 Part C OR POLS7207#2 Part C <i>Note: It is not compulsory to complete #2 units summer semester</i>	#8 units from Part B/Part C <i>Note only #6 units required from Part B or Part C if #2 units completed Summer Semester</i>

Peace Fellows commencing in Semester 1 2018 and completing #24 MPaCS with POLS7705 (#8 Unit Year-Long Research Thesis)

#4 units from Part A and #4 units from Part B	#4 units from Part A and POLS7706 #4 Part C	POLS7521 #2 Part C OR POLS7207#2 Part C <i>Note: It is not compulsory to complete #2 units summer semester</i>	# 2 units from Part B and POLS7706 #4 Part C and #2 units from Part B or Part C <i>Note #2 units from Part B or Part C not required if #2 units completed Summer Semester</i>
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Master of Peace and Conflict Studies (MPaCS #24) Course List

The 2018 MPaCS course list is available on UQ Courses & Program -

http://www.uq.edu.au/study/program_list.html?acad_prog=5645

Credit or Exemption for Previous Studies

If you have already completed postgraduate level courses similar to those offered in the program, you may be eligible for credit or exemption.

English Language Support

English for Academic Communication

<https://icte.uq.edu.au/study/support-uq-students/english-academic-communication>

EAC St Lucia

English for Academic Communication courses are held each semester for UQ students from a non-English speaking background. Courses are free and designed to fit around your UQ study.

You can choose to register for EAC once, or for as many semesters as you like, while you are enrolled at UQ.

Please email [ICTE-UQ Admissions](#) if you have any queries.

Enrolment

www.sinet.uq.edu.au

You must enrol in your courses via mySI-net. Under the program structure, a standard full-time semester workload will comprise #8 units of study. You may be able to enrol in a maximum of #10 units in a semester if you achieve a minimum GPA of 4.5 in the most recent semester of full-time study.

Equity and Diversity

<http://ppl.app.uq.edu.au/content/1.70-equity-and-diversity>

The University has a number of policies relating to equity and diversity with which students should be familiar including prevention of sexual harassment, racism, children on campus, discrimination and harassment, and disability.

Graduation

<http://www.uq.edu.au/graduations/>

When you are close to graduation, you should familiarise yourself with graduation processes and procedures.

Rotary Peace Fellows commencing in Semester 1, 2017 are due to graduate at the end of Semester 1, 2018 and this will be reflected on your student record on mySI-net. Closer to your graduation you will receive notification of your graduation status. You will then be required to submit a "Conditional Graduation" form via mySI-net.

Library Services

<http://www.library.uq.edu.au/>

The Library has a number of Online Tutorials and other Classes available to assist students.

Details can be found on their training calendar.

Collections are backed-up by a comprehensive information and computer skills training program, as well as individual advice and help in person, by telephone, on the website and through email or online chat.

Student Centre

<http://www.uq.edu.au/student-centre/index.html>

The Student Centre is your one-stop shop for all student administration and general enquiries relating to the University.

The Student Centre can provide information about academic records, admission procedures, enrolment procedures, examinations & assessment, graduation, grievance procedures, prizes & scholarships, traffic & parking

Student Rights and Responsibilities

<http://ppl.app.uq.edu.au/content/3.60-student-rights-and-responsibilities>

The University has a number of policies relating to student rights and responsibilities with which students should be familiar.

In particular students must thoroughly acquaint themselves with the University's policy regarding student integrity and academic misconduct.

Student Integrity and Misconduct

<http://ppl.app.uq.edu.au/content/3.60.04-student-integrity-and-misconduct>

You must read the UQ Student Integrity and Misconduct policy which makes a comprehensive statement about the University's

approach to plagiarism, including the approved use of plagiarism detection software, the consequences of plagiarism and the principles associated with preventing plagiarism.

Before submitting any assignments you must ensure you have completed UQ's online [Academic Integrity Tutorial](#).

Student Rights and Responsibilities

<http://ppl.app.uq.edu.au/content/3.60-student-rights-and-responsibilities>

The University has a number of policies relating to student rights and responsibilities with which students should be familiar.

In particular students must thoroughly acquaint themselves with the University's policy regarding student integrity and academic misconduct.

Student Services

<http://www.uq.edu.au/student-services/>

Student services can help you with access to university, accommodation, careers, counselling, disability, illness and injury and International student support

UQ Students are entitled to **free consultations** with a personal counsellor, disability advisor, international student advisor, careers advisor and earning advisor

Timetables

A final timetable is usually published several months prior to the beginning of the semester. The Semester 1 2018 timetable will be published late November 2017 and will be available from mySI-net. Some changes after this date may be necessary due to increasing or decreasing course enrolments. Students should therefore continue to consult the timetable until the commencement of the semester.

Tuition Fees

Rotary Peace Fellows have their tuition fees paid on their behalf by Rotary International. Please contact the School if your student record on mySi-net indicates you have outstanding fees.