

INCIDENTAL FEES SCHEDULE 2012

An incidental fee is a fee other than a student contribution or a tuition fee that is charged for a good or service related to a student's study (e.g. course reader, field trip, equipment such as a lab coat, safety glasses etc). Each year the University of Adelaide updates its list of incidental fees charged by Faculties, in accordance with the Higher Education Provider Guidelines, Chapter 8, "Fees for Goods and Services Incidental to Studies", as follows:

"8.5.1 Provided that its payment is in accordance with the *Act [Higher Education Support Act (2003)]*, a fee is of a kind that is incidental to studies that may be undertaken with a higher education provider if it falls into any one or more of the following categories:

- (a) It is a charge for a good or service that is not essential to the course of study.
- (b) It is a charge for an alternative form, or alternative forms, of access to a good or service that is an essential component of the course of study but is otherwise made readily available at no additional fee by the higher education provider.
- (c) It is a charge for an essential good or service that the student has the choice of acquiring from a supplier other than the higher education provider and is for:
 - (i) Equipment or items which become the physical property of the student and are not consumed during the course of study; or
 - (ii) Food, transport and accommodation costs associated with the provision of field trips that form part of the course of study.
- (d) It is a fine or a penalty provided it is imposed principally as a disincentive and not in order to raise revenue or cover administrative costs."

FACULTY OF ENGINEERING, COMPUTER AND MATHEMATICAL SCIENCES

Faculty/School/Discipline	Lecture Notes, Readings	Resource Cards, Photocopying**	Computer Facilities, Printing	Lockers, Building Access, Hire Costs	Miscellaneous
Faculty	Course readers: \$4 - \$190 (not compulsory - also available in Library). Prices charged are to cover the cost of printing only, and some readers are subsidised by individual Schools).	None	None	None	None
Australian School of Petroleum Ph +61 8 83038000	Hardcopy of some lecture notes and course notes are provided to students; there is no charge for these.	1st, 2nd and 3rd year undergraduate printing: black and white: 5c per copy; colour A4/A: 40c/50c per	The ASP has a computing suite within the Santos Building, which is available to undergraduate students.	Lockers are provided to final year students only; they are expected to provide their own padlocks.	Field trips are provided at no cost to students, although they are expected to have the appropriate clothes.

Faculty/School/Discipline	Lecture Notes, Readings	Resource Cards, Photocopying**	Computer Facilities, Printing	Lockers, Building Access, Hire Costs	Miscellaneous
	A limited range of textbooks/resources are available for loan from the ASP library. A \$50 refundable deposit is required for borrowing rights.	copy. Final year students (4th year single degree, 5th year combined degree) and postgraduates have access to printers and copiers at no charge although they are expected to pay for private printing-this is on an honour system.	Final year students are also provided with an account on a specialised computing suite on Level 2. They are also provided with black and white and colour printing free of charge and have use of a colour plotter.	Building access is by a student's card, only cost is if they need a replacement, which is payable to Card Services. The student chapter of the SPE hires out lockers to undergraduate students. Lockers are located in the Level 1 computing suite.	Geoscience coursework students pay a share of food costs for the Amadeus Basin field trip. All other costs are borne by the School.
Entrepreneurship, Commercialisation, and Innovation Centre Ph +61 8 83037422	None	None	None	None	None
School of Chemical Engineering Ph +61 8 83035446	Course readers: \$5 to \$30 <u>Required:</u> Lecture notes will be available on the MyUni site and students can print them out at home or in the CAT Suite. The School will have hard copies of these notes available for a fee to cover the cost of printing.	None	None	None	Voluntary Plant Tour in Level 3 – students pay own living costs. Students purchase their own safety glasses.
School of Civil, Environmental & Mining Engineering Ph +61 8 83035451	Course readers: \$5 to \$55 Any text books purchased from overseas are sold at cost. <u>Required:</u> Lecture notes will be available on the MyUni site and students can print them out at home or in the CAT Suite. The School will have hard copies of these notes available for a fee to cover the cost of printing	None	See CATS link below	None	Design Pads: \$8 Level 1 Mining students contribute towards cost of field trip. Travel and accommodation for 5 day field trip: approx. \$200 Alternative assessment is available to students who are unable to attend field trips

Faculty/School/Discipline	Lecture Notes, Readings	Resource Cards, Photocopying**	Computer Facilities, Printing	Lockers, Building Access, Hire Costs	Miscellaneous
	Optional Lecture Notes will be available from Image & Copy for a fee.				
School of Computer Science Ph +61 8 83135586	Course readers: \$15 - \$25	Photocopying of final year projects can be arranged through the School Office. Other copying can be done at the Barr Smith Library.	Students are given a printing quota amount dependent on the degree they are enrolled in. This quota can be increased at a cost of \$22.	No lockers. 24-hour swipe-card access for students enrolled in Computer Science courses.	None
School of Electrical and Electronic Engineering Ph +61 8 83035277	The student society EEESAU sells hardcopy lecture notes on a cost recovery basis.	None	See CATS link below	Lockers are provided to final year students only; they are expected to provide their own padlocks. Building access is by a student's card, only cost is if they need a replacement, which is payable to Card Services.	Level 1 students pay a refundable deposit: approx \$75 for tool hire, but have the option of keeping the tools and relinquishing the deposit at the end of the course. The cost of these tools is subsidised by the School and students are at liberty to purchase their tools elsewhere.
School of Mathematical Sciences +61 8 83035407	Course readers: \$5 to \$25.	None	See CATS link below	Honours students' refundable deposit for room and locker keys: \$35.	None
School of Mechanical Engineering Ph +61 8 83035460	Course readers: \$5 to \$25 – to cover 75% cost of printing. Design Pads purchased from School Office: \$4 each.	None	See CATS link below	Limited lockers available for student use: students provide own padlocks	Workshop Practice – it is a mandatory OH&S requirement that students wear steel-capped shoes. Student to provide own shoes.
Computer Aided Teaching Suite	None	None	For charges for black and white printing, coloured printing and CATS Plotter, see: http://www.adelaide.edu.au/cats/printing/charge-use/	None	None

FACULTY OF HEALTH SCIENCES

Faculty/School/Discipline	Lecture Notes, Readings	Resource Cards, Photocopying**	Computer Facilities, Printing	Lockers, Building Access, Hire Costs	Miscellaneous
Faculty	Course readers/manuals: \$10-\$165 (also available on My Uni and in Library)	None	None	None	None
School of Dentistry Ph +61 8 83035256 Bachelor of Dental Surgery program Bachelor of Oral Health program	<p>Bachelor of Dental Surgery (BDS) Manuals: First Year: \$110 DSP 1 & 2 resources manual guide - \$18 Second Year: \$100 Third Year: \$100 Fourth Year - \$190 Fifth Year: \$50 TOTAL: \$568 (Cost for printing has been subsidised by the School)</p> <p>Bachelor of Oral Health (BOH) Manuals: First Year: \$100 Second Year: \$100 Third Year: \$20 (Cost for printing has been subsidised by the School)</p>	None	None	<p>The School of Dentistry provides lockers for use by students during the academic year. Students are required to provide a lock to secure the locker during the year.</p>	<p>DS/BOH First Year: purchase of dental equipment: \$1780 Total cost for BDS (5 yrs): approx \$2600 (all equipment becomes the physical property of the student and is not consumed during the course of the study)</p> <p>White lab coat: \$24.95 Blue clinic coat: \$49.95 Protective eyewear (approved standard): \$14.95-\$24.95 (must comply with Aust and NZ standards) Over shields if wearing prescription lenses: less than \$10 Acrylic bases for natural manikin teeth: \$80 for the two bases Frasaco model: \$400 Instruments: Sem 1: \$110, Sem 2 cons: \$700, Perio: \$125. BOH Instruments: \$600</p> <p>BDS/BOH: Dental Loupes are highly recommended for use by students, in particular from second year and thereafter.</p>

Faculty/School/Discipline	Lecture Notes, Readings	Resource Cards, Photocopying**	Computer Facilities, Printing	Lockers, Building Access, Hire Costs	Miscellaneous
					<p>(Loupes must comply with Aust and NZ standards) – prices range over a wide range depending on the type of dental loupes purchased: from approx \$1000</p> <p>More information is provided during Orientation Week.</p> <p>Students notified of requirements by start of year.</p> <p>BDS (5th yr) and BOH (3rd yr) - some travel costs may be incurred for field placements.</p> <p>BDS students who opt to do a placement in their 4th or 5th year need to undergo a compulsory National Police Check: \$38.25 Refer to http://www.sapolice.sa.gov.au/sapol/services/information_requests/national_police_certificate.jsp</p> <p><i>NB:</i> Total cost may vary with changes to curriculum.</p> <p>Compulsory PCI clearance for BDS/BOH students. Blood tests for Hepatitis B, C & HIV, when done through University Health (Ph 83035050) and IMVS: IMVS blood test: \$50.00 GP consultation: <u>\$40.00</u> TOTAL: \$90.00</p>

Faculty/School/Discipline	Lecture Notes, Readings	Resource Cards, Photocopying**	Computer Facilities, Printing	Lockers, Building Access, Hire Costs	Miscellaneous
					<p>If Hepatitis B immunisation course required: 4 x Vaccination: \$23.00 4 x Nurse fee: \$11.55 TOTAL: \$138.20</p> <p>Refer to PCI Policy at: www.adelaide.edu.au/policies/591/</p> <p>Compulsory First Aid Certificate: approx \$138</p> <p>These figures might change during 2012.</p>
School of Nursing Ph +61 8 83033595	None	None	None	None	<p>Compulsory PCI blood tests for Hepatitis B, C & HIV – for cost details, see entry in School of Dentistry above.</p> <p>Shirt required as a uniform in hospitals; can be purchased from the School - \$32 Stethoscope - \$25</p> <p>Compulsory National Police Check: \$38.25. Refer to http://www.sapolice.sa.gov.au/sapol/services/information_requests/national_police_certificate.jsp</p>

Faculty/School/Discipline	Lecture Notes, Readings	Resource Cards, Photocopying**	Computer Facilities, Printing	Lockers, Building Access, Hire Costs	Miscellaneous
<p>School of Population Health and Clinical Practice Medicine Learning and Teaching Unit (MLTU) Ph +61 8 830335336</p> <p>Bachelor of Medicine, Bachelor of Surgery (MBBS) program</p>	<p>Some portions of the MBBS Program delivered through the Discipline of Public Health may require Course readers: \$10 - \$30</p> <p>The Thinker's Guide to Clinical Reasoning Book - \$6</p>	<p>Once students have exceeded their quota 10c per copy for Case Based Learning (CBL) copying and 20 per copy for copying other than PBL.</p>	<p>None</p>	<p>MBBS Years 4-6: Deposit for Hospital Access Card varies depending on the hospital but allow up to \$20.00.</p> <p>Deposit for locker key required on first day attachments: \$10.00 Money refunded when card and key are returned at the end of the attachment.</p>	<p>Compulsory PCI blood tests for Hepatitis B, C & HIV -- for cost details, see entry in School of Dentistry above.</p> <p>Refer to PCI Policy at: www.adelaide.edu.au/policies/591/</p> <p>Compulsory First Aid Certificate: approx \$138.</p> <p>Lab coats and safety glasses are required for many practical classes. Lab coats: \$24.95. Protective eyewear: \$14.95 - \$24.95 (must comply with Aust and NZ standards). These are available from UniBooks.</p> <p>Medical Examination Equipment: Stethoscope - \$30.00 approx Pen torch - \$25.00 approx</p> <p>Compulsory National Police Check: \$38.25. See http://www.sapolice.sa.gov.au/sapol/services/information_requests/national_police_certificate.jsp</p>
<p>School of Population Health and Clinical Practice Public Health Ph+61 8 93034637</p>	<p>Course readers: \$10 – \$30</p>	<p>None</p>	<p>None</p>	<p>None</p>	<p>None</p>

Faculty/School/Discipline	Lecture Notes, Readings	Resource Cards, Photocopying**	Computer Facilities, Printing	Lockers, Building Access, Hire Costs	Miscellaneous
School of Psychology Ph +61 8 83035693	None	Deposit for E-lock cards for access to photocopying room, and Psychology computer labs after hours: \$10. Photocopying: 6c per page.	None	Deposit for a locker- \$10 Refund upon return of key: \$10.	None

FACULTY OF HUMANITIES AND SOCIAL SCIENCES

Faculty/School/Discipline	Lecture Notes, Readings	Resource Cards, Photocopying**	Computer Facilities, Printing	Lockers, Building Access, Hire Costs	Miscellaneous
Faculty	Course readers: \$5 - \$45 (not compulsory - also available in Library)	None	None	None	None
Elder Conservatorium of Music Ph +61 8 83035995	Course readers: \$5 - \$20	None	Headphones for Music Technology/Sonic Arts & Keyboard Suite: Up to \$20	Locker hire fee – \$30.00 per annum (non-refundable) Hire of recording studio for non-course use: from \$50 per hour Instrument hire: Hiring fee up to \$500 per annum plus refundable bond of up to \$250 per person. Proof of insurance required before any instruments are released for hire	Concert attendance: as required Performance tours: occasional recording of final recitals (optional): approx. \$100 Accompanying: Different rates - \$22 - \$44 per hour

Faculty/School/Discipline	Lecture Notes, Readings	Resource Cards, Photocopying**	Computer Facilities, Printing	Lockers, Building Access, Hire Costs	Miscellaneous
School of History and Politics* Ph +61 8 83035032					
History	Course readers: \$10 - \$45	None	None	None	Field trips: \$10 - \$20 NB: Art History (PGCW) has a field trip once every two years but it is not compulsory – the cost is around \$300 as it is interstate
Politics	Course readers: \$10 - \$45	None	None	None	None
School of Humanities Ph +61 8 83035627, 83035130, 83035638					
Classics English French German Linguistics Media Philosophy	Course readers: \$5 - \$40	None	None	None	None
Aboriginal Education: Wilto Yerlo Ph +61 8 8303 3623	None	None	None	None	None
School of Social Sciences Ph +61 8 83035654					
	None	None	None	Locker hire (available only for Honours & postgraduate coursework students). Charge imposed to replace lock if a new key is required due to loss or damage.	None

* Honours & PGCW students in the School of History and Politics receive a local school printing quota (i.e. 1000 additional copies a year: 500 printing and 500 photocopying) to supplement their University quota. This can only be used locally - a special printer/copier room has been set up in the School).

Faculty/School/Discipline	Lecture Notes, Readings	Resource Cards, Photocopying**	Computer Facilities, Printing	Lockers, Building Access, Hire Costs	Miscellaneous
Asian Studies and Confucius Institute	Course readers: \$10 - \$35 Chinese textbooks: \$22				
Anthropology	Course readers: \$14 - \$30	None	None	None	None
Gender, Work & Social Inquiry GWSI	Course readers: \$20 - \$35		None	None	None
Geography, Environment and Population	Course readers: \$10 - \$25	None	None	None	Field trips: \$20 - \$150 for multi-day field trips. Alternative assessment is available to students who are unable to attend multi-day field trips. No charge on 1-day compulsory fieldtrips (no alternative assessment).

THE FACULTY OF SCIENCES

Faculty/School/Discipline	Lecture Notes, Readings	Resource Cards, Photocopying**	Computer Facilities, Printing	Lockers, Building Access, Hire Costs	Miscellaneous
School of Agriculture, Food and Wine Ph +61 8 83037248	None	None	Binding of reports and other material - cost is dependent on size of binding and materials used.	Lab coats and safety glasses are required for many practical classes. These can be sourced commercially or from Unibooks if available. For those who forget on the day these items are available for hire for a small fee: <\$10	Field trips, which involve overnight accommodation, have an associated fee for the cost of providing food, accommodation and transportation where applicable. Where the trip is compulsory, students are at liberty to organise their own transport, accommodation & food. Overalls (not white) and boots for any animal handling practicals based at

Faculty/School/Discipline	Lecture Notes, Readings	Resource Cards, Photocopying**	Computer Facilities, Printing	Lockers, Building Access, Hire Costs	Miscellaneous
					<p>Roseworthy. Overalls available from Roseworthy for \$40</p> <p>Safety Glasses: \$15 Laboratory coats: \$25</p>
<p>School of Animal and Veterinary Sciences</p>	<p>Some courses may provide lecture notes for purchase. All notes will be available from MyUni.</p>	<p>None</p>	<p>None</p>	<p>Lab coats and safety glasses are required for many practical classes (at North Terrace). These can be sourced commercially or from Unibooks if available</p> <p>Dissection kits are required for anatomy practical classes (level II onwards). These can be sourced commercially or from the School.</p> <p>Veterinary students (level II onwards) are recommended to purchase a stethoscope and thermometer. Students may also wish to purchase a pen light. These can be sourced commercially or from the School.</p> <p>Veterinary students will be required to purchase uniform shirts for EMS placements. Additionally, scrub sets and consultation tops will be required for companion animal clinic rotations and placements.</p> <p>Students are required to</p>	<p>Accommodation and food purchases for field camp - Ecology and Management of Vertebrate Pests: approx \$100.</p> <p>Wildlife Management: approx \$45</p> <p>Food cost for field trips associated with some courses (usually only lunch)</p> <p>Veterinary students: Costs of travel, accommodation and food for EMS placements</p>

Faculty/School/Discipline	Lecture Notes, Readings	Resource Cards, Photocopying**	Computer Facilities, Printing	Lockers, Building Access, Hire Costs	Miscellaneous
				wear overalls and boots for practical classes dealing with livestock. Overalls can be purchased from the Student Association shop on the North Terrace campus (approx \$50). Boots can be sourced commercially.	
School of Chemistry & Physics Ph +61 8 83835996	None	None	None	Lab coats and safety glasses are required for many practical classes. These can be sourced commercially. For those who forget on the day these items are available for hire for a small fee: <\$10	Bike shed key deposit: \$20
School of Earth & Environmental Sciences Ph +61 8 83033999	None	None	None	Lab coats and safety glasses are required for many practical classes. These can be sourced commercially or from Unibooks if available. Hand lens kits can be signed out at no cost for many practical classes for the duration of the course. If the kit is lost, the student is liable for the replacement cost: \$40	Field trips that involve overnight accommodation have an associated fee of a minimum of 25% of the cost of providing food, accommodation and transportation. In some cases students are responsible for organising their own food at their own cost. Students progressing past 1 st year Geology are expected to supply a hand lens, field note book, compass and safety glasses for use in the field. These are readily available from Unibooks or other suppliers.

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School of Molecular and Biomedical Sciences Ph +61 8 83035434	None	None	None	Lab coats and safety glasses are required for all practical classes. These can be sourced commercially or from Unibooks if available For those who forget on the day there is a pool of spare coats available. Refundable key deposit (Hon./P/grad students): \$20	None

FACULTY OF THE PROFESSIONS

Faculty/School/Discipline	Lecture Notes, Readings	Resource Cards, Photocopying**	Computer Facilities, Printing	Lockers, Building Access, Hire Costs	Miscellaneous
Faculty	Course readers: \$5- \$45 (not compulsory - also available in Library)	None	None	None	None
Institute for International Trade Ph +61 8 83036900, 83036944	Course readers: \$10-\$30. Refundable deposit for loan of course books provided for some courses: \$120-\$360	None	None	None	None
Law School Ph +61 8 83034017, 83035897	Non-compulsory student materials, eg, Lecture Notes, Readings, Cases available to print via MyUni or in hard-copy format from ICC. Cost: \$5-\$45.	None	None	None	
School of Architecture, Landscape Architecture and Urban Design Ph +61 8 83035836	None	None	Students will need appropriate drawing and model making equipment. Costs involved in courses with 2D and 3D presentation work and printing can vary depending on materials etc.	None	Students may be required to pay fees to attend field trips. Cost: Approximately \$10 for local day trips and approximately \$180 for field trips held over a number of days/nights. Alternative assessment is available to students who are

Faculty/School/Discipline	Lecture Notes, Readings	Resource Cards, Photocopying**	Computer Facilities, Printing	Lockers, Building Access, Hire Costs	Miscellaneous
					unable to attend field trips. Students who choose to participate in interstate field trips and/or overseas studios will have the additional costs of travel, accommodation and meals.
School of Economics Ph +61 8 83035540	Course readers: \$5-\$30	None	Postgraduate students will be charged cost price for printing once quota has been met.	None	None
School of Education Ph +61 8 83035892	Course Readers available for purchase at Image and Copy Centre for some courses: \$10-\$50.	None	Postgraduate students will be charged cost price for printing once quota has been met. 2 years Masters students can request extra printing credits for 9 unit research projects	None	Student nametags for Teaching Practicum: \$1 or \$10 (optional) Criminal History Check \$38.50. For applications lodged at an Australia Post outlet there is an additional administrative fee of \$5 per application. Responding to Abuse and Neglect course: \$75 Students will cover the cost of food, incidentals and in some cases travel for rural practicum placements
UG Student Hub Ph +61 8 83034755 Postgraduate Student Hub Ph +61 8 83036455	None	None	Postgraduate students will be charged cost price for printing once quota has been met.	Refundable Locker key: \$20 (PG)	None

PROFESSIONAL AND CONTINUING EDUCATION

Area	Lecture Notes, Readings	Resource Cards, Photocopying**	Computer Facilities, Printing	Lockers, Building Access, Hire Costs	Miscellaneous
PCE	Professional Certificate in Arbitration - course materials: \$220 (\$150 for members of The Institute of Arbitrators & Mediators) Australia) All materials are available via MyUni, the library and/or other suppliers.	None	None	None	Additional copies of Pre-Enrolment English Program (PEP) Assessment Certificate and Assessment Summary: \$10 each.

** Undergraduate, Honours and Postgraduate Coursework students are provided with a University funded quota of \$36.00 for each printing period (Printing Period 1 - 1st January to 30th June; Printing Period 2 - 1st July to 31st December). Any unused University quota from a previous printing period will not be carried forward into the next period. When students have exceeded their quota, they will not be able to print until they have purchased additional self-funded quota from the Student Centre, or enrolled in the next printing period.

Students have the option to purchase additional quota, which are charged at the following rates:

- 6 cents per sheet for black and white, A4 size, single-sided
- 10 cents per double sided page, black and white, A4 size
- 25 cents per sheet for colour, A4 size, single-sided

For further information, please see <http://www.adelaide.edu.au/its/quotas/print/>