Welcome to the MAFC
Macquarie Applied Finance Centre, Australia’s centre of excellence for postgraduate finance education.

Along with more than 5,000 Alumni, based in 43 countries, you’ve chosen the MAFC to study alongside future leaders in finance and to build your knowledge of real-world, applied finance.
Teaching Style

- Plan for a **3:1 ratio**
- 1 hour in the classroom requires 3 hours of self-study
- Approximately 15 hours per week for each online gateway unit
- We teach from a **practitioner’s** viewpoint
- We focus on applicability
- We use case studies and real-world examples
- We equip students with a rigorous and contextual framework, not just a bundle of facts or one-off training sessions

Elizabeth Sheedy
Associate Professor, MAFC
Macquarie University Sydney City Campus

- Reception 9.00am to 6.00pm (Monday to Friday)
- Level 24, 123 Pitt Street, Sydney
- Lifts access between 9.00am and 6.30pm
- (02) 9234 1700
- studentsupport@mafc.mq.edu.au
City Campus Information

• Please have your **campus card** with you at all times while on site as you may be asked to show this at times as proof of ID.

• You will need your **campus card** for access on the weekends and to use the MU intercom.

• No card – no access.

• WiFi is available throughout the premises using your OneID login

• **You can use the study spaces from 9am to 9pm Monday to Friday.**

• Weekend access is only for students attending lectures & access is available half an hour before:  
  – from 8:30am for lectures  
  – from 9:30am for exams
City Campus Information

- Syndicate Bookings are available through Reception and must have 3 or more currently enrolled students sign and attend.

- City Campus is an environmentally friendly campus and as such we ask you to use your BYO cup and the correct bins for recycling.

- Dress Code: As City Campus is in the heart of the CBD and finance district with many students attending after work you are expected to dress appropriately.

- Printing is available via the laptops at Reception for enrolled MAFC students.
Library at North Ryde Campus

- Use your Macquarie OneID to borrow or renew online via eReserve or visit North Ryde Campus
- Print, scan, copy, or laminate

Library Hours:
- Weekdays: 8am to 10pm
- Weekends: 10am to 6pm
- Study spaces Levels 3-5 until 1am

Library Café Hours:
- Weekdays: 8am-10pm
- Weekends: 10am-6pm
Visit https://students.mq.edu.au/support/ for a wide range of support services offered by Macquarie University.
MAFC Student Site –
http://mafcstudents.mq.edu.au
Important Dates

- **Census Date**: Is the last date that you can withdraw from a Unit without incurring financial & academic penalty.

- **Payment Date**: Payment due date is the last date to pay fees without penalties.

- **Last Date to enrol in Core/Elective unit**: Enrolment deadline for core unit and elective unit.

- Find the dates on the Student Site under **Important Dates**.
Program Rules for MAFC Students

For the latest version, please visit http://mafcstudents.mq.edu.au/student-administration/program-rules/

Covers areas such as:

- Enrolment
- Changing your study plans
- Withdrawing/discontinuing from a unit
- Disruption to Studies
- Satisfactory progress
- Satisfactory performance
- Academic honesty
- Assessment
## Quick system summary

<table>
<thead>
<tr>
<th>System</th>
<th>Login</th>
<th>Help with login</th>
</tr>
</thead>
<tbody>
<tr>
<td>iManage (Enrol)</td>
<td><em>Unique Login</em></td>
<td>(02) 9234 1700</td>
</tr>
<tr>
<td></td>
<td>Username: student number</td>
<td>Mon-Fri 9am - 6pm</td>
</tr>
<tr>
<td></td>
<td>Password: set by you</td>
<td><a href="mailto:studentsupport@mafc.mq.edu.au">studentsupport@mafc.mq.edu.au</a></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>eStudent (Pay)</td>
<td><em>Unique Login</em></td>
<td>(02) 9850 4357</td>
</tr>
<tr>
<td></td>
<td>Username: student number</td>
<td>Mon-Fri 8am - 8pm</td>
</tr>
<tr>
<td></td>
<td>Password: set by you</td>
<td>Sat-Sun 10am - 6pm</td>
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<tr>
<td></td>
<td></td>
<td><a href="mailto:help@mq.edu.au">help@mq.edu.au</a></td>
</tr>
<tr>
<td>iLearn (Study)</td>
<td><em>OneID</em></td>
<td>(02) 9850 4357</td>
</tr>
<tr>
<td></td>
<td>Username: student number</td>
<td>Mon-Fri 8am - 8pm</td>
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<tr>
<td></td>
<td>Password: OneID</td>
<td>Sat-Sun 10am - 6pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td><a href="mailto:help@mq.edu.au">help@mq.edu.au</a></td>
</tr>
<tr>
<td>Student Email</td>
<td><em>OneID</em></td>
<td>(02) 9850 4357</td>
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<tr>
<td></td>
<td>Username: student address</td>
<td>Mon-Fri 8am - 8pm</td>
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<tr>
<td></td>
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</table>
Systems (1 of 2)

ENROL (iManage)

• MAFC’s student management system

• What you will do in this system
  – Update personal contact details
  – Enrol and discontinue units
  – View timetable
  – View and print your results and study plan

PAY (eStudent)

• What you will do in this system
  – View any outstanding debts and payment deadlines for your fees
  – Pay fees by credit card
  – Complete FEE-HELP (Government Loan Scheme) Assistance Form

• FEE-HELP
  – Must complete the online FEE-HELP form before the census date for FEE-HELP to apply
  – One form for each program
  – A new form is required if
    1. you apply for re-admission or
    2. you are enrolled in a different program
Payment, tax invoices requests and other financial matters

- Go to **Important Dates** to view 2018 payment & census dates
  - Late payment fine ($200 per unit) applies if payment made after the payment date
  - Cancellation of enrolment will occur for any unit/s with outstanding debt after the census date
  - FEE-HELP students will remain liable for the fee if they choose to withdraw after the census date

- Tax invoices for current term will be sent every week in the month leading up to census date

- After a tax invoice/receipt or got a question?
  - Email studentfees@mafc.mq.edu.au with your student number
  - Allow 5 working days for tax invoice/receipt request to be processed
  - **Response will be sent to your MQ student email address!**
What is a OneID?

Your OneID allows you to access online systems through the same identity.

- To manage your OneID and view the list of Macquarie University online resources that require your OneID go to: https://oneid.mq.edu.au/

- Once active use your OneID to access:
  - Your MQ student email (gmail)
  - iLearn
  - IT Support (OneHelp)
  - Library resources
    - Journal database
    - e-Reserve for example past exam papers
Student Email

- Free University mail account hosted on the Google platform (Gmail)

- Access through https://www.gmail.com
  - Username: first.last@students.mq.edu.au
  - Password: your OneID password

- Once enrolled into an MAFC unit, ALL correspondence from MAFC will be sent to your MQ student email address ONLY.

- Tips on not missing emails from us:
  - Set up forwarding to your personal email
  - Set up your student email account on your smart phone

STUDY (iLearn)

- Online Learning & Teaching system

- What you will do in this system
  - Access online lecture notes
  - Access online readings
  - Participate in discussion forums
  - Submit assignments

- If you would like to keep a copy of the soft copy course materials
  - Access to elective units will be removed after 6 months
  - Access to core units will be removed after one year
• Your main focus at this stage should be to work through the notes, text references and other reference readings set for the first few topics of the unit.

• The Gateway units of the Graduate Certificate in Finance represent the pre-course knowledge required to successfully study the advanced applied finance units of the Masters of Applied Finance and the Graduate Diploma of Applied Finance. It is possible you received “Recognition of Prior Learning” in relation to all or part of this knowledge.

• There is a non-assessable, pre-course on-line quiz located on the Portfolio Management and Valuation iLearn site. It represents a self-testing resource in relation to the pre-course knowledge. If you find this quiz challenging, you are encouraged to peruse the contents and exercises in the Gateway units (access to these units has been provided to you in iLearn).

• There is also a non-assessable reading on ethical frameworks. This reading will be discussed in class in connection with the unit materials.

• Also worth checking out: http://www.students.mq.edu.au/support/learning_skills/
Recognition and Partnerships
Some of our partnerships with the banking and finance industry

- Partnerships with global, professional associations
- Endorsement by professional associations for the MAppFin
- International Education Partnership with Finsia (with member benefits)
- Preparation for students to qualify for membership of:
  - CFA Institute
  - Professional Risk Managers’ International Association (PRMIA)
  - Chartered Alternative Investment Analyst (CAIA) Association
Numerous networking opportunities

- Register for Finance Professionals
- Career Talk events
- Student lunches
- Events with education partners
- NAB/MAFC Mentoring

LinkedIn Groups

- Current students join an official LinkedIn private members’ group for networking, news, invitations, collaboration, to meet fellow students for syndicate work, for updates on enrolment, etc
- Alumni join an official LinkedIn private members’ group for networking, news, invitations, research papers

For more details, visit: [https://www.mafc.mq.edu.au/engage](https://www.mafc.mq.edu.au/engage)
What’s next

- **Campus Card Application:** If you have your OneID login details and have enrolled in at least one unit with us then you are ready to have your photo taken today!

- **Student Lunch:** If you have registered (or not), you are welcome to have a light lunch with the rest of your cohort