

COURSE ORIENTATION

PLEASE ARRIVE AT THE VENUE BEFORE 10:30 am ON THE DAY OF YOUR COURSE!

Registration takes place from **10:30 am** on the first day of all courses and activities will conclude at **1:00 pm** on the final day. To receive your course certificate you must complete the entire course.

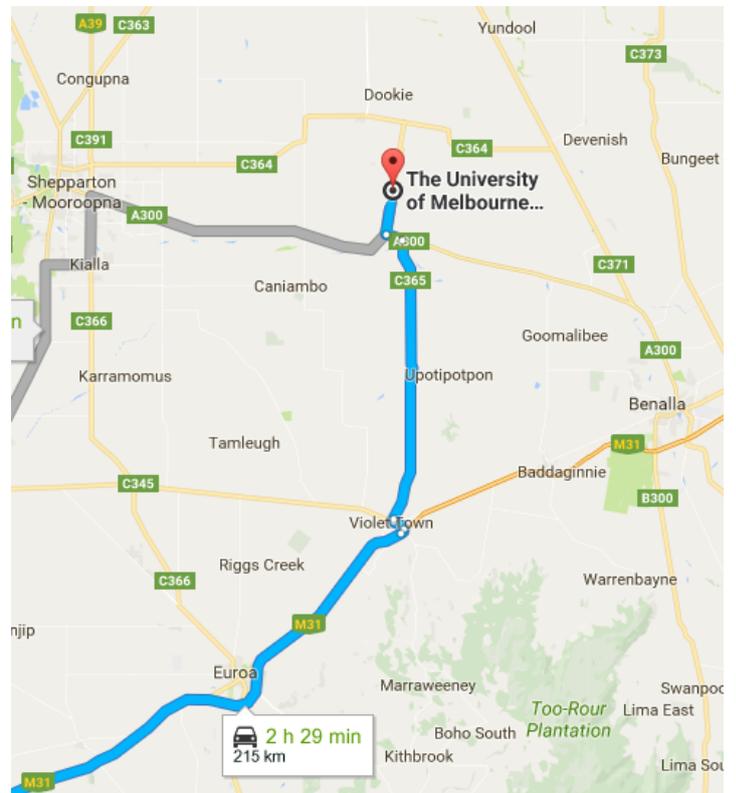
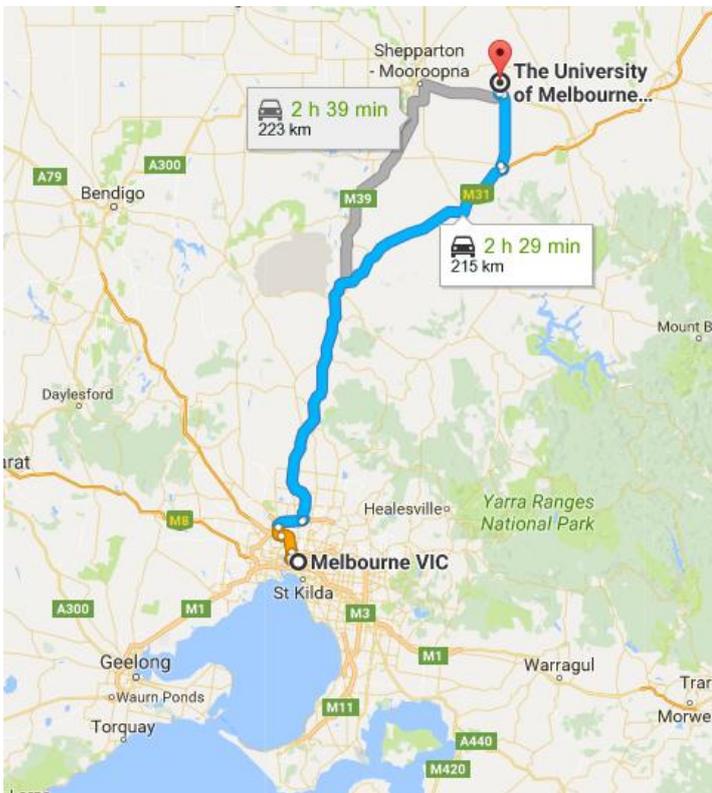
CONTACT DETAILS

During the course dates, the training team can be contacted on 0438 333 846.

VENUE

University of Melbourne, Dookie
Campus, Dookie-Nalinga Road, Dookie
College, Victoria, 3647

Dookie Campus Map: <http://www.unimelb.edu.au/contact/>



ACCOMMODATION

Rooms

Accommodation is single rooms in dormitory halls with all bedding, towel and soap provided. Participants will need to provide own shampoo and conditioner. As it is student accommodation, the rooms are serviced once a week. Bathroom and TV lounge facilities are shared.

Public phones

A public phone is available on campus in D Ring, opposite the Student Laundry entrance. They require 40c in coins for local calls and more for interstate and overseas calls. If participants anticipate calling overseas or interstate, it may be easier to get a phone card prior to arriving in Dookie.

Laundry

There is a coin-operated laundry that takes \$1.00 and 20c coins. Please bring a supply of these coins as there are no exchange facilities at the campus. You will need to provide your own laundry powder as we do not keep extra on-site.

Kitchenette

There is a small kitchenette available in the dormitories with tea and coffee facilities, microwave, and a fridge. Participants are welcome to bring their own snacks and drinks, but please be aware that space is limited for refrigerated items.

WHAT TO BRING

REQUIRED ITEMS - Please ensure you bring the following items:

- Personal toiletries, including sunscreen and repellent (towels supplied)
- Strong walking boots/runners
- Comfortable casual clothing, including long sleeve shirts and long pants, appropriate for outdoor activities (that you won't mind getting wet and dirty)
- Raincoat and hat
- Appropriate day back-pack, at least 10lt in size for outdoor activities
- Water container, preferably 1lt or bigger
- A small fan for your room if you come during the summer months
- Torch/head lamp
- Adaptors for electronics purchased outside of Australia.

Money: You will need cash for the purchase of beverages or RedR merchandise.

Temperature

North Eastern Victoria temperatures range from as high as 40+ degrees in the summer to as low as 0 degrees with heavy rain in the winter. **Please pack accordingly!**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Mean Max °C	29.3	29.5	26.2	21.6	17.2	13.9	13.0	14.7	17.3	20.8	24.4	27.3
Mean Min °C	14.0	14.4	11.7	8.2	5.7	3.7	2.9	3.8	5.5	7.6	10.0	12.1
Mean Rain mm	32.5	32.5	32.2	34.6	46.6	44.3	48.1	47.6	44.2	48.4	39.0	32.9

Banking/ATM

Please bear in mind that there is no ATM or banking facilities at the Dookie College. Therefore you are encouraged to exchange your foreign currency prior to arriving in Dookie and bring cash with you.

Internet

There is limited internet availability on campus. Free access is only provided in Conference and Training Rooms during RedR session times. NO internet access is available in private dormitories. For personal internet use out of session hours, participants are advised to bring their own Wi-Fi modem and data.

Additional Items

There is plenty of food catered but if you cannot do without your favourite snacks, you are encouraged to bring your own as there is a limited variety available in the Dookie Dining Hall.

There is also a limited assortment of items such as toothpaste deodorant etc. should you forget something.

Gym and swimming pool

If you would like to use the gym and swimming pool during your stay on campus, please notify our on-course administrator Jess McNeil so that she can advise you on access to these facilities.

Medications

Please note that RedR Australia and its staff are not permitted to distribute medications including Panadol, Neurofen, antihistamines to participants (unless in a medical emergency). If you anticipate that you will require any such medication, you must bring them with you.

Catering provided in package:

- Main meals – breakfast, lunch and dinner
- Morning tea and supper
- Coffee (instant) and tea facilities.

Available for purchase at Dookie Dining Hall:

- Alcoholic and non-alcoholic beverages
- Individual ice creams
- Espresso coffee*

Dookie Dining Hall occasionally opens the barista coffee machine. Please be aware that espresso coffee is not always available.

HOW TO GET THERE

DRIVING BY CAR

From Sydney or Canberra

From the Hume Hwy, take the Benalla turn off. In Benalla, turn right at Nunn St, and follow the road to Shepparton. After Nalinga, turn right at the Dookie College sign (just after Violet Town turn off).

From Melbourne

From the Hume Hwy take the Violet Town turn off. As you enter Violet Town, turn right at the signpost Dookie C365. Turn left at the Benalla-Shepparton Rd. Some 500m to your right will be the sign to Dookie College. Follow the road for 3 km until you see the sign for Dookie Campus on your left.

Within the College grounds, go left at the flagpole T-junction & immediately left into the parking lot. The Conference Centre is the older of the buildings next to the parking lot, look for the RedR sign that will be outside the Conference Centre.

TRAVELLING BY TRAIN

From Melbourne to Benalla

Catch the V-line train from Melbourne's Southern Cross Station departing at 07:05, arriving at Benalla at 09:28. We will organize pick-up from Benalla train station to Dookie campus, which is a 30-40 minute drive. This is the only train that RedR will be collecting participants from; otherwise, you will have to catch a taxi to the Dookie College (approx. \$80.00).

You can reserve tickets online, by visiting this link: <http://www.vline.com.au>.

Returning to Melbourne

Please do not book return tickets on the train as carpooling with other participants may be arranged for you by RedR. If this is not possible, we can assist you in arranging your return train tickets for the 14:08 train from Benalla to Melbourne.

For a VLine timetable, please visit: <http://www.vline.com.au/home/>

FLYING INTO MELBOURNE

Please make your own travel arrangements to Melbourne Airport. We kindly remind you that RedR Australia does not cover any travel costs.

When booking flights, if you decide to fly on the days your course commences and ends, we recommend arriving at Melbourne Airport no later than **5:00 am** on the start day, and departing from Melbourne Airport no earlier than **7:00 pm** on the final day.

Sky bus

From the airport, you can catch the Sky Bus to Southern Cross Station, which takes 20-30 minutes. The Sky Bus operates every 10-15 minutes in both directions, 7 days a week and on public holidays. You can purchase and print your ticket online. Please visit this link for

information on a timetable and fees: <http://www.skybus.com.au/service.php>

Visas

Some nationalities will require visas for travel. We strongly advise you to check visa requirements well in advance of arriving. RedR can provide an acceptance letter for the course for visa purposes; however, we will not provide an invitation letter.

For information on Australian visas, please contact: <http://www.immi.gov.au/>

Money Exchange

RedR would like to remind you that you must change your foreign currency at the airport, as there are no exchange facilities in Dookie.

ACCOMMODATION IN MELBOURNE

If you need to stay overnight in Melbourne before or after the course, some of our previous participants have used the following accommodation.

The Astoria: <http://www.holidaycity.com/astoria>

The Victoria: <http://www.holidaycity.com/victoria>

The Radisson: <http://www.radisson.com>

The Rydges: <http://www.rydges.com>

The Ibis: <http://www.ibis.com>

IMPORTANT ACCOMMODATION INFORMATION: PLEASE READ CAREFULLY

As with all other bookings, our hosts at Dookie College need confirmed numbers and dietary requirements one week prior to arrival.

For participants enrolled in back to back Essentials of Humanitarian Practice (EHP) and Personal Safety, Security and Communications (PSSC) courses, please note the following:

- Participants will need to have decided whether they require accommodation and catering for the nights in between the two courses by the Friday prior to commencement of the EHP.
- Participants are required to pay for their additional night(s) accommodation by 12noon on Friday of the EHP course (one day after commencement), to Dookie Administration. The cost for each additional night is \$60/night. Food is an additional \$50/day which includes breakfast and dinner.
- Lunch is not provided, but can be purchased at the Dookie College Dining Hall. Participants also have the option of travelling to Shepparton or Dookie Pub for alternate lunch options.
- Meals not redeemed/consumed by participants who choose to eat off-site, cannot be refunded.
- If a participant changes their mind after Friday 12noon a refund will not be offered.
- If a participant decides they need accommodation and catering between the courses, after 12noon on the Friday, they will need to make other arrangements.
- RedR Training Service will not make other accommodation and catering arrangements for participants who decide to stay on in between courses after the Friday 12noon cut-off time, but are happy to assist in any way possible prior to that date.