

# Dealing with bureaucracy

**F**irst up, learn where the three most important buildings are on your campus.

The library may not seem very important when the free beer is flowing but it can get you out of some tight spaces down the track.

Your faculty department is where you will find the people who organise your course, they can solve your subject issues and answer crucial questions like, "I've lost my tutor and I don't know how to get her back".

The third and perhaps most important building on campus is the pub, if you don't already know why then I won't spoil the surprise. If you are unfortunate enough to be on an alcohol free campus then you have my deepest sympathies. Seriously.

## Making deadline

Don't deal with bureaucracy the way one student recently did in the US. Apparently he kept himself going on alcohol all night to make deadline on an assignment and jumped in his car to get to campus, ending up instead weaving through a police parking lot almost hitting a sergeant. He got done for drink driving and we're pretty sure his drunkenly scrawled assignment went the same way.

Campus services *are* there but you have to look for them, *you* have to look for them. There are no teachers or co-ordinators to do it for you. Those of us suffering from private school abuse can find this responsibility a bit of a hurdle, but trust me just push through the pain and it will feel good eventually.


Like many things in life getting what you want at uni is all about timing. Find out what you need to know and when you need to know it. Where you need to be and what you need to do to get there. A calendar with pleasant little reminders like, 'Most important assignment of the year due tomorrow! Don't go out and get drunk like last time!' can be a very useful tool in this area.

In respect to timetables and permits it's usually first in best dressed, although most unis operate online so you really don't need to wear anything. Just remember, the early birds will get the car park and the lazy birds will get the bus.

The first step for most is getting your student ID card and student diary. The student ID gives you access to other student services *and* even better things like cheaper movie tickets and free drinks at bars. The diary should have a map of the campus in it, it's surprisingly easy to get lost at university (especially when you're drunk). So for any student these two items are essential.

It is an easy thing to get distracted at university; in fact it is probably one of the easiest things in the world. We are like children let loose in a toy store; you will be surprised how many things there are to play with. When you start a class make sure you get your hands on the subject guide or course outline, this tells you which assignments are important and when they are due. It should also include the contact details of your tutor and lecturer.

When attempting to sort out *any* problem be specific. Decide exactly what it is you need changed or need to pay for and then find out exactly what person and what department you need to speak to. When speaking to administrators or advisors be *honest*, until my first year at uni I thought a minor stream meant a trip to the doctor for my prostate.

Coincidentally, if you actually *do* need your prostate looked at there should be a range of health service available on campus. 

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