



# AUSTRALIAN DEFENCE COLLEGE

## AUSTRALIAN COMMAND AND STAFF COLLEGE



DEPARTMENT OF DEFENCE, CANBERRA ACT 2600, AUSTRALIA,  
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Dear Overseas Course Member

I congratulate you on your selection to undertake the Australian Command and Staff Course (Joint) at the Australian Command and Staff College (ACSC).

The aim of the Course is to prepare selected career officers for command and staff appointments at the Commander/Lieutenant Colonel/Wing Commander level in single Service, joint and integrated environments. To achieve this, you will undertake a series of modules covering diverse topics and activities. Your involvement will combine individual and group work, oral presentations, written submissions, visits and lectures. The Course will assist your personal and professional development and equip you with the requisite skills to successfully work in the demanding defence environment of the 21<sup>st</sup> Century.

Course members come from a diversity of backgrounds and experiences, having different cultural perspectives and strengths on which the richness of the Course is built. The Course will provide you with opportunities to make lasting friendships that will serve you well throughout your career.

The purpose of this joining instruction is to provide you with sufficient detail to readily settle into both the Canberra environment and the routine of ACSC. In order to achieve this, I request that you complete, where applicable, the enclosed forms and return them to the College by 1 November 2008.

A copy of the ACSC Handbook is also attached. This should answer most of the questions you may have about ACSC and the 2009 Course. If you have any queries, please contact the International Liaison Office (ILO) by telephone on +61 2 6266 0521, by fax on +61 2 6266 0546, or by e-mail to [ilo@defence.adc.edu.au](mailto:ilo@defence.adc.edu.au). Additional information, including information about the Canberra region, can be found on the ACSC web site accessible from [www.defence.gov.au/adc/acsc\\_home.htm](http://www.defence.gov.au/adc/acsc_home.htm)

My staff and I look forward to you joining us on 19 January 2009 for what I believe will be a challenging and rewarding year.

**B. N. McMANUS**

Brigadier  
Commandant

Tel: (02) 6266 0500

June 2008

**Annexes:**

- A. General Information
- B. Personal Particulars Proforma
- C. ADC Immunisation Requirements
- D. Medical Questionnaire
- E. Children's Education
- F. Example of a Personal Biography
- G. English Language Requirements for Attendance at ACSC
- H. University Admission and Credit Towards a Postgraduate Degree Program
- I. Documentation Checklist for Postgraduate Studies