[UC Logo] University of Canberra, AUSTRALIA

HANDBOOK 1995

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The University

- Preface
- Course Enrolment Offered in 1995
- Organisation
- Senior University Staff
- Academic Services Division
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- Academic Support Unit
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Information for Students

- Definition of University Terms
- General Information for Students
- Admission Procedures
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- Academic Progress
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Faculty of Applied Science

- General Information
- Degree of Bachelor of Applied Science (062)
- Interdisciplinary Option (General Studies) Bachelor of Applied Science (062)
- Applied Psychology Specialisation (to be accredited) -- Bachelor of Applied Science
- Conservation of Cultural Materials SpecialisationBachelor of Applied Science (062)
- Cultural Heritage Management SpecialisationBachelor of Applied Science (062)
- Environmental and Analytical Chemistry SpecialisationBachelor of Applied Science (062)
- Human Biology Specialisation Bachelor of Applied Science (062)
- Medical Laboratory Science SpecialisationBachelor of Applied Science (062)
- Nutritional Science SpecialisationBachelor of Applied Science (062)
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- Degree of Bachelor of Applied Science in Nursing Science
- Degree of Bachelor of Applied Science in Sports StudiesSports Coaching (128)
- Degree of Bachelor of Arts in Sports StudiesSports Administration (127)
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- Degree of Bachelor of Applied Science (Honours) (223)
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- Graduate Diploma in Applied Psychology (248)
- Graduate Diploma of Applied Science (151)
- Specialisation in Cultural Heritage ManagementGraduate Diploma of Applied Science (151)
- Specialisation in Nutritional ScienceGraduate Diploma of Applied Science (151)
- Specialisation in Public Health NutritionGraduate Diploma of Applied Science (151)
- Specialisation in Resource ManagementGraduate Diploma of Applied Science (151)
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- Graduate Diploma in Nursing (181)
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- Specialisation in Conservation of Cultural MaterialsMaster of Applied Science (156)/(305)
- Specialisation in Cultural Heritage ManagementMaster of Applied Science (156)/(305)
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- Degree of Master of Environmental Education (268)
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Faculty of Communication

- General Information
- Degree of Bachelor of Arts in Communication (105)
- General Studies Option Bachelor of Arts in Communication
- Advertising/Marketing Specialisation Bachelor of Arts in Communication
- Journalism Specialisation Bachelor of Arts in Communication
- Media Specialisation Bachelor of Arts in Communication
- Organisational Communication SpecialisationBachelor of Arts in Communication
- Professional Writing Specialisation Bachelor of Arts in Communication
- Public Relations Specialisation Bachelor of Arts in Communication
- Degree of Bachelor of Arts (Honours) in Communication (254)
- Degree of Bachelor of Arts in Library and Information Studies (143)
- Degree of Bachelor of Arts (Honours) in Library and Information Studies (262)
- Degree of Bachelor of Arts in Modern Languages
- Chinese (043)
- Japanese (045)
- Spanish (036)
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- Degree of Bachelor of Arts in Tourism (204)
- Associate Diploma in Modern Languages
- Chinese (106)
- Japanese (107)
- Spanish (109)
- Graduate Diploma of Arts (164)
- Graduate Diploma in Communication (229)
- Graduate Diploma in Library and Information Management (163)
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- Degree of Master of Arts (in Information Studies) (165)
- Degree of Doctor of Philosophy (246)
- Information Studies Specialisation

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Faculty of Education

- General Information
- Degree of Bachelor of Applied Science in Health Education (025)
- Bachelor of Education Courses
- Degree of Bachelor of Education Early Childhood (218)Degree of Bachelor of Education Primary (219)
- Degree of Bachelor of Education Secondary (078)
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- Bachelor of Education Early Childhood (198) ConversionBachelor of Education Primary (199) Conversion
- Degree of Bachelor of Education Conversion Secondary (200)
- Degree of Bachelor of Education in Human Resource Development (291)
- Diploma of Teaching Early Childhood and Primary*
- Diploma of Education in Human Resource Development (292)
- Graduate Certificate in Community Counselling (260)
- Graduate Certificate in Human Resource Development (265)
- Graduate Diploma in Community Counselling (147)
- Graduate Diploma in Education Secondary (220)
- Graduate Diploma in Human Resource Development (290)
- Graduate Diploma in Special Education (056)
- Degree of Master of Arts in Community Education (271) - Counselling
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- Degree of Master of Education by Coursework (239)
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Faculty of Environmental Design

- General Information
- Double Degree Bachelor of Applied Science in Environmental Design/Bachelor of Architecture (300)
- Degree of Bachelor of Architecture (038)/(300)
- Degree of Bachelor of Construction Management and Economics (269)
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- Degree of Bachelor of Industrial Design (041)
- Degree of Bachelor of Landscape Architecture (042)
- Double Degree of Bachelor of Applied Science in Environmental Design/Bachelor of Laws (281)
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- Degrees of Master (by thesis)

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Faculty of Information Sciences and Engineering

- General Information
- Degree of Bachelor of Applied Science in Applied Physics (096)
- Degree of Bachelor of Applied Science in Computer Science (123)
- Degree of Bachelor of Applied Science (Honours) in Computer Science (253)
- Degree of Bachelor of Applied Science in Electronics (097)
- Degree of Bachelor of Applied Science in Mathematics (159)
- Degree of Bachelor of Arts in Computing Studies (011)
- Degree of Bachelor of Arts (Honours) in Computing Studies (234)
- Degree of Bachelor of Commerce in Management Sciences (242)
- Degree of Bachelor of Engineering in Computer Engineering (160)
- Degree of Bachelor of Engineering in Electronics and Communications Engineering (258)
- Double Degree of Bachelor of Applied Science in Applied Physics/Bachelor of Engineering in Electronics and Communications Engineering (272)
- Double Degree of Bachelor of Applied Science in Computer Science/Bachelor of Engineering in Electronics and Communications Engineering (275)
- Double Degree of Bachelor of Applied Science in Electronics/Bachelor of Engineering in Computer Engineering (274)
- Double Degree of Bachelor of Applied Science in Mathematics/Bachelor of Engineering in Electronics and Communications Engineering (273)
- Double Degree of Bachelor of Arts in Computing Studies/Bachelor of Laws (284)
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- Double Degree of Bachelor of Engineering in Electronics and Communications Engineering/Bachelor of Laws (287)
- Graduate Certificate in Information Technology Team Management (295)
- Graduate Certificate in Information Technology Training (294)
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- Graduate Diploma in Computing Studies (054)
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- Graduate Diploma in Information Systems (125)
- Graduate Diploma in Management Sciences (103)
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Faculty of Management

- General Information
- Degree of Bachelor of Applied Economics (278)
- Degree of Bachelor of Arts in Administration (002)
- Degree of Bachelor of Arts in Social Sciences (211)
- Degree of Bachelor of Commerce in Accounting (240)
- Degree of Bachelor of Commerce in Banking and Finance (241)
- Degree of Bachelor of Commerce in Management Sciences (242)
- Degree of Bachelor of Laws (247) (Graduate Bachelor Degree)
- Double Degree of Bachelor of Applied Science in Environmental Design/Bachelor of Laws (281)
- Double Degree of Bachelor of Landscape Architecture/Bachelor of Laws (282)
- Double Degree of Bachelor of Arts in Administration/Bachelor of Laws (283)
- Double Degree of Bachelor of Arts in Computing Studies/Bachelor of Laws (284)
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- Double Degree of Bachelor of Commerce in Accounting/Bachelor of Laws (285)
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- Graduate Diploma in Administration (053)
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- Graduate Diploma in Human Resource Management (238)
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- Graduate Diploma in Legal Studies (018)
- Graduate Diploma in Management Sciences (103)
- Graduate Diploma in Marketing (279)
- Graduate Diploma in Professional Accounting
- Graduate Diploma in Taxation (298)
- Degree of Master of Arts in Administration (049)
- Degree of Master of Business Administration (118)
- Degree of Master of Commerce in Accounting (276)
- Degree of Master of Corporate Law (255)
- Degree of Master of Laws (303)
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- Single Electives/Service Units
- Elective Majors for undergraduate courses

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UNIT AVAILABILITY

Abbreviations:

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AppSc        Faculty of Applied Science
Commn        Faculty of Communication
Educn        Faculty of Education
Env Des      Faculty of Environmental Design
Inf Sc/Eng   Faculty of Information Sciences and Engineering
Mangmt       Faculty of Management
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		Faculty	Credit Points	Semester Level	Semester Availability
2439	Aboriginal Material Culture	AppSc	3	3/4	2
3640	Aboriginal Material Culture G	AppSc	3	G	2
2829	Aboriginal Society & Adaptation	AppSc	4	3/4	1
2480	Accounting for Management Control	Mangmt	4	5/6	2
4222	Accounting for Planning & Control MBA	Mangmt	4	M	2
3869	Accounting Information Systems 1	Mangmt	3	1/2	2
1720	Accounting 1A	Mangmt	3	1/2	1
1721	Accounting G1A	Mangmt	3	G	1
3879	Accounting M1	Mangmt	4	M	1
3880	Accounting M2	Mangmt	4	M	2
3881	Accounting M3	Mangmt	4	M	1
3882	Accounting M4	Mangmt	4	M	2
3883	Accounting M5	Mangmt	4	M	1
3884	Accounting M6	Mangmt	4	M	2
4220	Accounting MBA	Mangmt	4	M	1
3606	Accounting Theory & Practice	Mangmt	3	1/2	1&2
3886	Accounting/Finance Project M1	Mangmt	4	M	1&2
4209	Administration Dissertation M	Mangmt	8	M	1&2
4084	Administration of Sport M	AppSc	5	M	1&2
4210	Administration Research Essay M	Mangmt	4	M	1&2
3891	Administration Thesis M (full)	Mangmt	28	M	1&2
3890	Administration Thesis M	Mangmt	28	M	1&2
3494	Administrative Decentralisation	Mangmt	4	3/6	1
0036	Administrative Law	Mangmt	4	3/6	1
3894	Administrative Law G	Mangmt	4	G	1
2095	Adolescent Development & Learning	Educ	4	4	2
4354	Advanced Accounting Theory	Mangmt	4	6	2
3898	Advanced Administrative Law G	Mangmt	4	G	N/A
3899	Advanced Administrative Law M	Mangmt	4	M	N/A
1077	Advanced Administrative Law	Mangmt	4	3/6	N/A
3318	Advanced Analytical Chemistry	AppSc	3	4/6	2
4353	Advanced Auditing	Mangmt	4	5/6	1
3637	Advanced Business Finance	Mangmt	8	5/6	1&2
3781	Advanced Communication & Continuing Crises PG	Commn	8	PG	N/A
3792	Advanced Communication History H	Commn	8	7/8	N/A
3782	Advanced Communication History PG	Commn	8	PG	N/A
3793	Advanced Communication Theory H	Commn	8	7/8	1&2
3783	Advanced Communication Theory PG	Commn	8	PG	1&2
4083	Advanced Concepts in Sports Studies M	AppSc	8	M	1&2
3685	Advanced Conservation Practice 1	AppSc	6	5/6	1
3686	Advanced Conservation Practice 2	AppSc	6	5/6	2
3700	Advanced Conservation Practice M1	AppSc	6	M	1
3701	Advanced Conservation Practice M2	AppSc	6	M	2
4230	Advanced Contract Law G	Mangmt	4	G	2
3841	Advanced Contract Law (LLB)	Mangmt	3	3/6	2
4231	Advanced Contract Law M	Mangmt	4	M	2
1973	Advanced Control Systems	Inf Sc/Eng	3	7/8	N/A
3900	Advanced Corporation Law G	Mangmt	4	G	1
3901	Advanced Corporation Law M	Mangmt	4	M	1
4148	Advanced Financial Reporting	Mangmt	4	5/6	2
3755	Advanced Information Management	Commn	4	6	2
2764	Advanced Information Retrieval	Commn	4	4/6	1
2699	Advanced Information Retrieval G	Commn	3	G	1
4147	Advanced Managerial Accounting	Mangmt	4	5/6	1
3794	Advanced Mass Communication H	Commn	8	7/8	N/A
3784	Advanced Mass Communication PG	Commn	8	PG	1&2
3785	Advanced Organisational Communication PG	Commn	8	PG	1&2
3795	Advanced Organisational Communication H	Commn	8	7/8	1&2
4066	Advanced Organisational Psychology	AppSc	3	PG	1
3796	Advanced Political Communication H	Commn	8	7/8	1&2
3786	Advanced Political Communication PG	Commn	8	PG	1&2
4134	Advanced Research & Writing (LLB)	Mangmt	4	3/6	1
3902	Advanced Revenue Law	Mangmt	4	3/6	2
3896	Advanced Revenue Law G	Mangmt	4	G	2
3199	Advanced Studies in Literacy	Educ	6	7/8	1&2
3101	Advanced Studies in Literacy PG	Educ	6	PG	1&2
3201	Advanced Studies in Numeracy	Educ	6	7/8	1&2
3102	Advanced Studies in Numeracy PG	Educ	6	PG	1&2
3843	Advanced Taxation Law (LLB)	Mangmt	6	3/6	1&2
3904	Advanced Taxation Law M	Mangmt	4	M	2
3897	Advanced Taxation PG1	Mangmt	4	PG	2
3365	Advanced Topics in Computing	Inf Sc/Eng	8	7/8	1&2
3731	Advertising Strategy & Operations	Commn	8	3/6	1&2
3717	Advertising Strategy & Operations G	Commn	6	G	1&2
1512	Analogue & Digital Communications	Inf Sc/Eng	3	7/8	1
1464	Analogue & Digital Signals	Inf Sc/Eng	3	5/6	2
0351	Analogue Systems G	Inf Sc/Eng	3	G	2
3533	Analysis of Methods in Human Resurce Development	Educ	3	1/2	1
1789	Analytical Chemistry	AppSc	3	3/6	1
2685	Analytical Chemistry PG	AppSc	6	PG	1&2
3702	Analytical Techniques M	AppSc	3	M	1
4074	Applications in Health Psychology PG	AppSc	3	PG	1
3558	Applications of Counselling PG1	Educ	4	PG	2
3560	Applications of Counselling PG2	Educ	4	PG	2
1223	Applied Linguistics PG	Educ	3	PG	2
1974	Applied Physics 2	Inf Sc/Eng	6	3/4	1&2
3336	Applied Physics 2A	Inf Sc/Eng	3	3/4	1
1674	Applied Physics 2B	Inf Sc/Eng	3	3/4	2
1675	Applied Physics Project (3)	Inf Sc/Eng	3	5/6	1&2
1676	Applied Physics Project (6)	Inf Sc/Eng	6	5/6	1&2
3177	Applied Science Honours Thesis G	AppSc	18	G	1&2
2000	Applied Science Masters Thesis Type 1 M (full)	AppSc	48	M	1&2
2619	Applied Science Masters Thesis Type 1 M	AppSc	48	M	1&2
2001	Applied Science Masters Thesis Type 2 M (full)	AppSc	36	M	1&2
2620	Applied Science Masters Thesis Type 2 M	AppSc	36	M	1&2
2399	Applied Science Masters Thesis Type 3 M (full)	AppSc	24	M	1&2
2641	Applied Science Masters Thesis Type 3 M	AppSc	24	M	1&2
2684	Applied Science Thesis Extension M3	AppSc	3	M	1&2
2683	Applied Science Thesis Extension M6	AppSc	6	M	1&2
4120	Applied Statistics 1	Inf Sc/Eng	3	1/2	1&2
4121	Applied Statistics 2	Inf Sc/Eng	4	3/6	1
4122	Applied Statistics 3	Inf Sc/Eng	4	3/6	2
4123	Applied Statistics 4	Inf Sc/Eng	4	5/6	1
4124	Applied Statistics 5	Inf Sc/Eng	4	5/6	2
4126	Applied Statistics G1	Inf Sc/Eng	3	G	1&2
4127	Applied Statistics G2	Inf Sc/Eng	3	G	1
4128	Applied Statistics G3	Inf Sc/Eng	3	G	2
4129	Applied Statistics G4	Inf Sc/Eng	3	G	1
4130	Applied Statistics G5	Inf Sc/Eng	3	G	2
2440	Archaeology of Hunters and Gatherers	AppSc	3	1/2	2
4297	Architectural Design & Technologies 2.2	Env Des	6	3/4	2
4298	Architectural Design & Technologies 3.2	Env Des	6	5/6	2
0867	Architectural Design 1.2	Env Des	3	2	2
4293	Architectural Design 2.1	Env Des	3	3/4	1
4294	Architectural Design 3.1	Env Des	3	5/6	1
3614	Architectural Design A	Env Des	3	TBA	1
3613	Architectural Design B	Env Des	3	TBA	2
3615	Architectural Design C	Env Des	3	TBA	N/A
4299	Architectural Dissertation	Env Des	3	11	1
3039	Architectural Heritage	AppSc	3	5/6	2
3641	Architectural Heritage G	AppSc	3	G	2
4211	Architectural Specialisation	Env Des	3	11	1
3616	Architectural Technology A	Env Des	3	TBA	2
3617	Architectural Technology B	Env Des	3	TBA	N/A
4295	Architectural Technologies 2.1	Env Des	3	3/4	1
4296	Architectural Technologies 3.1	Env Des	3	5/6	1
0189	Archives and Manuscripts G	Commn	3	G	N/A
1097	Art A	Educ	3	1/2	1&2
4269	Art & Design of the Twentieth Century	Env Des	3	3/4	N/A
0064	Art Project	Educ	4	7/8	1&2
4348	Artificial Intelligence Techniques M	Inf Sc/Eng	4	M	N/A
1224	Aspects of Literary Criticism PG	Educ	3	PG	1&2
3419	Assessment & Interpretation M1	Educ	3	M	1
3421	Assessment & Interpretation M2	Educ	3	M	2
3422	Assessment & Interpretation M3	Educ	3	M	N/A
3420	Assessment & Interpretation M4	Educ	3	M	N/A
3209	ATSI Foundation Communication	AppSc	3	1/2	1&2
3213	ATSI Foundation Study Skills	AppSc	3	1/2	1&2
4202	Auditing	Mangmt	3	3/4	2
1801	Australia's Trading World (Short)	AppSc	3	3/6	1
1611	Australian Financial Institutions	Mangmt	3	1/2	N/A
3907	Australian Political System G	Mangmt	4	G	N/A
0673	Australian Politics 1	Mangmt	3	1/2	2
0493	Australian Politics 2	Mangmt	4	3/6	1
0535	Australian Politics 3	Mangmt	4	3/6	1
3679	Australian Soils	AppSc	3	3/4	1
2438	Australian Welfare State	Mangmt	4	3/6	2
0696	Background to Modern China	Commn	3	1	N/A
0789	Background to Modern Japan	Commn	3	1	N/A
3844	Banking & Insurance Law (LLB)	Mangmt	3	3/6	1
1444	Basic Information Systems	Inf Sc/Eng	3	1	1&2
0565	Basic Information Systems G	Inf Sc/Eng	3	G	1&2
3037	Basic Information Systems (Extended)	Inf Sc/Eng	3	1/2	N/A
4073	Basic Process in Learning and Performance PG	AppSc	6	PG	1&2
0715	Basic Sociology	Mangmt	3	1/2	1&2
3129	Behaviour Disorders in School & Home	Educ	3	7/8	2
3115	Behaviour Disorders in School & Home PG	Educ	3	PG	2
4143	Biochemistry of Disease	AppSc	3	5/6	1
3674	Biological Diversity	AppSc	3	3/4	1
4177	Biomechanics	AppSc	3	3/4	1
2959	Biostatistics PG	AppSc	3	PG	2
3732	Broadcast Reporting	Commn	8	3/4	1&2
3718	Broadcast Reporting G	Commn	6	G	1&2
0365	Building Practice 1.2	Env Des	3	2	2
2646	Building Science Practice	Env Des	3	1/2	2
3622	Built Environments, Impact Assessment	Env Des	3	TBA	1
4227	Business Dissertation M	Mangmt	8	M	1&2
3908	Business Ethics M	Mangmt	4	M	1
4221	Business Finance MBA	Mangmt	4	M	2
4239	Business Journalism	Commn	4	3/4	2
0374	Business Management	Mangmt	4	6	2
3539	Business Statistics 1	Inf Sc/Eng	3	1/2	1&2
4125	Business Statistics 2	Inf Sc/Eng	4	3/6	1
4149	Business with China M	Mangmt	4	M	2
3845	Capital Gains Tax (LLB)	Mangmt	3	3/6	2
3570	Cataloguing	Commn	4	4	2
3569	Cataloguing G	Commn	3	G	2
3676	Catchment Processes	AppSc	3	3/4	2
3317	Chemistry of the Environment	AppSc	3	3/4	2
1516	Chemistry 1A	AppSc	3	1/2	1
1517	Chemistry 1B	AppSc	3	1/2	2
3769	Chinese A/B	Commn	6	3/4	1&2
3770	Chinese C/D	Commn	8	5/6	1&2
4188	Chinese for Business	Commn	3	1/2	2
4189	Chinese for Business G	Commn	3	G	2
4282	Chinese 1	Commn	3	1/2	1
0660	Chinese 2	Commn	3	2	2
3767	Chinese 3/4	Commn	8	3/4	1&2
3768	Chinese 5/6	Commn	10	5/6	1&2
0008	Civil Rights	Mangmt	4	3/6	1
3909	Civil Rights G	Mangmt	4	G	1
4349	Client-Server Computing M	Inf Sc/Eng	4	M	1
2986	Clinical Biochemistry	AppSc	6	5/6	1&2
4169	Clinical Sports Injury Management PG1 (Sports Medicine)	AppSc	9	PG	1
4171	Clinical Sports Injury Management PG2 (Sports Medicine)	AppSc	9	PG	2
1814	Collections Management	Commn	4	4/6	1
1815	Collections Management G	Commn	3	G	1
0368	Commercial Law 1	Mangmt	3	2	1
0371	Commercial Law 2	Mangmt	4	3/6	2
0372	Commercial Law 3	Mangmt	4	3/6	1
0030	Commercial Law 4	Mangmt	4	3/6	1
0124	Commercial Law G1	Mangmt	3	G	N/A
3910	Commercial Law G1	Mangmt	4	G	1
0130	Commercial Law G2	Mangmt	3	G	N/A
0165	Commercial Law G3	Mangmt	3	G	N/A
1874	Commercial Law G4	Mangmt	3	G	N/A
3911	Commercial Law G4	Mangmt	4	G	1
3876	Commercial Law M1	Mangmt	4	M	1
3877	Commercial Law M2	Mangmt	4	M	1
3878	Commercial Law M3	Mangmt	4	M	2
3798	Communication & Development H	Commn	8	7/8	N/A
3787	Communication & Development PG	Commn	8	PG	N/A
3822	Communication & the Environment M	Commn	4	M	1
3514	Communication Disorders	Educ	3	7/8	2
3107	Communication Disorders PG	Educ	3	PG	2
3800	Communication Dissertation H	Commn	8	7/8	1&2
4102	Communication for Management	Commn	4	5/6	1
4101	Communication for Management G1	Commn	3	G	1
4100	Communication for Management G2	Commn	3	G	1
2268	Communication G1	Commn	3	G	1
2270	Communication G2	Commn	3	G	2
3532	Communication in Organisations	Educ	3	3/4	2
0758	Communication in Science	AppSc	3	3/4	1
3762	Communication Interface 1	Commn	3	1/2	1&2
3592	Communication Interface 2	Commn	3	3/6	2
3761	Communication Interface G1	Commn	3	G	1&2
3593	Communication Interface G2	Commn	3	G	2
0631	Communication Internship	Commn	4	4/6	1&2
3803	Communication Literature & Culture H	Commn	8	7/8	1
3804	Communication Policy H	Commn	8	7/8	1&2
3789	Communication Policy PG	Commn	8	PG	1&2
3790	Communication Research Methods Principles & Dissertation PG	Commn	8	PG	1&2
2312	Communication Research Methods	Commn	3	2	1
1513	Communication Systems	Inf Sc/Eng	3	7/8	2
4278	Communication Theory for Campaigns	Commn	3	1/2	2
4279	Communication Theory for Campaigns G	Commn	3	G	2
3456	Communication Thesis M	Commn	12	M	1&2
3455	Communication Thesis M	Commn	24	M	1&2
4013	Communication Traditions	Commn	3	1/2	2
3733	Communication, Culture & Technology	Commn	8	3/6	1&2
4327	Communication, Technology & Policy	Commn	8	3/6	1&2
2638	Community Ecology	AppSc	3	3/4	2
4226	Community Education Thesis M (full)	Educ	24	M	1&2
4248	Community Education Thesis M (p/t)	Educ	24	M	1&2
4235	Community Field Experience PG1	Educ	2	PG	1&2
4236	Community Field Experience PG2	Educ	2	PG	1&2
1427	Community Health 2	AppSc	3	3/4	1
1428	Community Health 3	AppSc	3	3/4	1
1429	Community Health 4	AppSc	3	3/4	1
1726	Community Health 5A	AppSc	3	5/6	2
1727	Community Health 5B	AppSc	3	5/6	2
1728	Community Health 5C	AppSc	3	5/6	2
2808	Comparative Education G	Educ	1	G	N/A
3497	Comparative Public Administration	Mangmt	4	3/6	N/A
3268	Complex Strategies in Professional Development	Educ	4	5/6	2
3269	Complex Strategies in Professional Development G	Educ	4	G	2
4344	Component & System Modelling with VHDL M	Inf Sc/Eng	4	M	N/A
2855	Computer Applications in Education	Educ	4	7/8	1&2
0236	Computer Architecture	Inf Sc/Eng	3	5/6	1
0563	Computer Audit	Inf Sc/Eng	3	5/6	1
4342	Computer Control & Security M	Inf Sc/Eng	4	M	N/A
4331	Computer Engineering 1	Inf Sc/Eng	6	1/2	1&2
2607	Computer Engineering Project	Inf Sc/Eng	6	7/8	1&2
1768	Computer Management & Evaluation	Inf Sc/Eng	3	5/6	2
0503	Computer Management & Evaluation G	Inf Sc/Eng	3	G	2
3508	Computer Models for Business Decisions M	Inf Sc/Eng	3	M	2
0302	Computer Organisation 1	Inf Sc/Eng	3	2	1&2
0305	Computer Organisation 2	Inf Sc/Eng	3	3	1&2
0275	Computer Practice	Inf Sc/Eng	6	6	1&2
2492	Computer Science Project	Inf Sc/Eng	6	5/6	1&2
1525	Computer Structures G1	Inf Sc/Eng	3	G	1&2
1526	Computer Structures G2	Inf Sc/Eng	3	G	1&2
0005	Computers and Computing	Inf Sc/Eng	3	1	2
4330	Computers and Computing G	Inf Sc/Eng	3	G	2
1767	Computers in Schools	Educ	4	7/8	1&2
3099	Computers in Schools PG	Educ	3	PG	1&2
0983	Computing G	Inf Sc/Eng	3	G	1&2
3366	Computing Honours Project	Inf Sc/Eng	12	7/8	1&2
3364	Computing Honours Seminar	Inf Sc/Eng	1	7/8	1&2
1355	Computing Studies Project	Inf Sc/Eng	6	5/6	1&2
3912	Concepts & Elements of Law G	Mangmt	4	G	1&2
0028	Concepts & Elements of Law	Mangmt	3	1/2	1&2
2972	Concepts in Applied Anthropology	AppSc	3	1/2	1
0483	Concepts in Biology	AppSc	3	1/2	1
3846	Conflict of Laws (LLB)	Mangmt	3	3/6	2
0324	Conservation Chemistry M	AppSc	3	M	1
3687	Conservation Field Experience	AppSc	3	5/6	1&2
1602	Conservation of Ethnographic Materials	AppSc	3	3/4	N/A
4319	Conservation Practice A	AppSc	3	3/4	2
4320	Conservation Practice B	AppSc	3	3/4	2
3703	Conservation Practice M	AppSc	3	M	1
3689	Conservation Theory	AppSc	3	3/4	1
0345	Constitutional Law	Mangmt	4	3/6	1
3913	Constitutional Law G	Mangmt	4	G	1
3144	Construction Economics 1	Env Des	3	5	1
3145	Construction Economics 2	Env Des	3	7	1
3444	Construction Economics (MBA)	Env Des	3	M	2
3633	Construction Law	Mangmt	4	3/6	1
3139	Construction Management 1	Env Des	3	5	1
3140	Construction Management 2	Env Des	3	7	1
3141	Construction Management 3	Env Des	3	8	2
3142	Construction Management 4	Env Des	3	8	2
3143	Construction Management & Economics Practical Experience Programme	Env Des	12	7	1&2
3445	Construction Management (MBA)	Env Des	3	M	2
3057	Construction Technology 1	Env Des	3	2	2
3136	Construction Technology 2	Env Des	3	3	1
3137	Construction Technology 3	Env Des	3	4	2
3138	Construction Technology 4	Env Des	3	5	1
4321	Consumer Law	Mangmt	4	3/6	2
4356	Consumer Law G	Mangmt	4	G	2
3847	Consumer Law (LLB)	Mangmt	3	3/6	2
0123	Contemporary Aboriginal Societies	Educ	4	3/4	2
0770	Contemporary Australian Literature M	Educ	3	M	1&2
3072	Contemporary Pre-School Administration	Educ	3	7/8	1
2672	Contemporary Spoken English	Educ	8	1/2	N/A
2673	Contemporary Written English	Educ	8	1/2	N/A
1680	Control Systems	Inf Sc/Eng	3	5/6	2
1681	Control Systems G	Inf Sc/Eng	3	G	2
4252	Convention & Festival Management	Commn	4	5/6	2
4253	Convention & Festival Management G	Commn	4	G	2
4244	Copywriting	Commn	4	3/4	1
3848	Corporate Crime (LLB)	Mangmt	3	3/6	2
3867	Corporate Crime M	Mangmt	4	M	2
4203	Corporate Finance	Mangmt	3	3/4	1
4228	Corporate Governance (LLB)	Mangmt	3	3/6	2
4229	Corporate Governance G	Mangmt	4	G	2
3868	Corporate Governance M	Mangmt	4	M	2
3917	Corporate Law Thesis M (part-time)	Mangmt	48	M	1&2
3916	Corporate Law Thesis M	Mangmt	48	M	1&2
3887	Corporate Planning Techniques M	Mangmt	4	M	1
1260	Counselling	Educ	3	7/8	N/A
2805	Counselling G	Educ	3	G	N/A
1759	Counselling Skills for Sports Professionals	AppSc	4	M	N/A
4086	Counselling Theory and Practice M	Educ	6	M	1&2
3849	Criminal Law (LLB)	Mangmt	3	3/6	1
3918	Criminology G	Mangmt	4	G	2
3919	Criminology M	Mangmt	4	M	2
3423	Critical Issues in Counselling M	Educ	3	M	2
2508	Critical Reflections on Teaching, Learning and Schooling	Educ	3	6	2
3667	Cross Cultural Heritage Management	AppSc	3	5/6	2
3642	Cross Cultural Heritage Management G	AppSc	3	G	1
1695	Cryptology & Computability	Inf Sc/Eng	3	5/6	N/A
2603	Cultural Conservation Thesis Type M1(full)	AppSc	48	M	1&2
1999	Cultural Conservation Thesis Type M1	AppSc	48	M	1&2
2644	Cultural Conservation Thesis Type M2(full)	AppSc	42	M	1&2
1998	Cultural Conservation Thesis Type M2	AppSc	42	M	1&2
2645	Cultural Conservation Thesis Type M3(full)	AppSc	36	M	1&2
1987	Cultural Conservation Thesis Type M3	AppSc	36	M	1&2
3572	Cultural Heritage Management	AppSc	3	3/4	1
2833	Cultural Heritage Management PG	AppSc	3	PG	1
2983	Cultural Heritage Management Project	AppSc	3	5/6	1&2
3817	Cultural Heritage Management Project PG	AppSc	3	PG	1&2
4286	Cultural History 1	Commn	3	1/2	1
4287	Cultural History 2	Commn	3	1/2	2
4288	Cultural History 3	Commn	3	3/4	1
4289	Cultural History 4	Commn	3	3/4	2
4290	Cultural History 5	Commn	3	5/6	1
4324	Cultural History 6	Commn	3	5/6	2
3187	Current Topics in Geology PG	AppSc	3	PG	N/A
2337	Curriculum Design (Music)	Educ	3	7/8	1&2
2599	Curriculum Design & Development M	Educ	6	M	2
0433	Curriculum Design Project G	Educ	3	G	1&2
3370	Curriculum Development & Evaluation	Educ	4	7/8	1&2
2800	Curriculum Development & Evaluation G	Educ	3	G	1&2
2362	Curriculum Evaluation (Computing)	Educ	3	7/8	1&2
2342	Curriculum Evaluation (Music)	Educ	3	7/8	1&2
1906	Curriculum Evaluation PG (TESL)	Educ	3	PG	N/A
3359	Curriculum Inquiry (Historical, Sociological & Philosophical Perspectives on the Curriculum M	Educ	6	M	1
2351	Curriculum Project 1 (Computing)	Educ	3	7/8	1&2
2352	Curriculum Project 1 (Music)	Educ	3	7/8	1&2
2354	Curriculum Project 2 (Computing)	Educ	3	7/8	1&2
2353	Curriculum Project 2 (Music)	Educ	3	7/8	1&2
4345	Data Administration for Large Organisations M	Inf Sc/Eng	4	M	2
1809	Data Analysis in Science	AppSc	3	1/2	2
0267	Data Base Systems	Inf Sc/Eng	3	6	2
0496	Data Communications	Inf Sc/Eng	3	5/6	1&2
3542	Data Structures & Algorithms	Inf Sc/Eng	3	1/2	1&2
4168	Design Communication & Culture	Env Des	3	1/2	1
3612	Design Professional Conduct	Env Des	3	TBA	N/A
3600	Design Professional Practice	Env Des	3	TBA	1
3611	Design Professional Studies	Env Des	3	TBA	2
3451	Design Science 1.1	Env Des	3	1	1
1405	Design Studies in Electronics (3)	Inf Sc/Eng	3	5/6	1&2
1406	Design Studies in Electronics (6)	Inf Sc/Eng	6	5/6	1&2
2621	Design Studies in Engineering	Inf Sc/Eng	6	7/8	1&2
3448	Design Studies 1.1	Env Des	3	1	1
4156	Design Studies 1.2	Env Des	3	2	2
3599	Design Theory & Criticism	Env Des	3	TBA	1
3598	Design Theory & History	Env Des	3	TBA	2
3760	Desktop Publishing 1	Commn	4	3/6	1
3759	Desktop Publishing 2	Commn	4	3/6	2
4186	Desktop Publishing G1	Commn	3	G	1
4187	Desktop Publishing G2	Commn	3	G	2
3495	Development Administration	Mangmt	4	3/6	N/A
3921	Development Administration M	Mangmt	4	M	2
0892	Development Economics	Mangmt	4	3/6	1
3922	Development Economics G	Mangmt	4	G	1
3923	Development Management G	Mangmt	4	G	N/A
3517	Developmental & Learning Disabilities	Educ	3	7/8	1
3113	Developmental & Learning Disabilities PG	Educ	3	PG	1
0583	Developments in Special Education M	Educ	6	M	N/A
1666	Deviance and Crime	Mangmt	4	3/6	2
4246	Diasporic Communication H	Commn	8	7/8	1&2
4245	Diasporic Communication PG	Commn	8	G	1&2
1459	Digital Communications Networks	Inf Sc/Eng	3	7/8	2
0750	Digital Systems G	Inf Sc/Eng	3	G	1
2857	Discourse Analysis	Educ	4	3/6	1
0793	Discourse Analysis M	Educ	3	M	1
1667	Discrete Mathematics A	Inf Sc/Eng	3	1/2	1&2
4091	Doctoral Thesis in Applied Science D	AppSc	72	TBA	1&2
4090	Doctoral Thesis in Applied Science D	AppSc	72	TBA	1&2
4096	Doctoral Thesis in Communication D	Commn	72	TBA	1&2
4097	Doctoral Thesis in Communication D	Commn	72	TBA	1&2
4098	Doctoral Thesis in Corporate Law D	Mangmt	72	TBA	1&2
4099	Doctoral Thesis in Corporate Law D	Mangmt	72	TBA	1&2
4094	Doctoral Thesis in Information Technology D	Commn	72	TBA	1&2
4095	Doctoral Thesis in Information Technology D	Commn	72	TBA	1&2
4093	Doctoral Thesis in Information Studies D	Commn	72	TBA	1&2
4092	Doctoral Thesis in Information Studies D	Commn	72	TBA	1&2
4106	Doctoral Thesis in Public Sector Management D	Mangmt	72	TBA	1&2
4107	Doctoral Thesis in Public Sector Management D	Mangmt	72	TBA	1&2
0959	Dynamic Earth	AppSc	3	1/2	1
1227	Early Australian Literature PG	Educ	3	PG	1&2
3515	Early Intervention & Parent Training	Educ	3	7/8	2
3110	Early Intervention & Parent Training PG	Educ	3	PG	2
3682	Earth Materials	AppSc	3	3/4	1
3063	Ecochemistry A3	AppSc	3	5/6	1&2
3065	Ecochemistry A6	AppSc	6	5/6	1&2
2970	Ecochemistry PG	AppSc	6	PG	1&2
0226	Ecology	AppSc	3	3/4	1
4131	Econometrics G	Info Sc/Eng	3	G	1
3924	Economics for Managers G	Mangmt	4	G	1
3519	Economics 1A	Mangmt	6	1/2	1&2
4213	Economics 2A	Mangmt	8	3/4	1&2
0386	Economics of Industry	Mangmt	4	3/6	1
1955	Economics of Industry G	Mangmt	3	G	N/A
4058	Ecotoxicology	AppSc	3	5/6	1
1258	Education Doctoral Thesis D (full)	Educ	72	TBA	1&2
1257	Education Doctoral Thesis D	Educ	72	TBA	1&2
4292	Education Evaluation M	Educ	6	M	2
2801	Education Field Experience G A	Educ	2	G	N/A
2802	Education Field Experience G B	Educ	2	G	N/A
1262	Education Field Experience (Secondary) G1	Educ	2	G	1
3015	Education Field Experience (Primary) G1	Educ	2	G	N/A
3016	Education Field Experience (Primary) G2	Educ	2	G	N/A
1263	Education Field Experience (Secondary) G2	Educ	2	G	2
2320	Education Field Experience (Library)	Educ	1	7/8	N/A
1765	Education Field Experience 1	Educ	1	1	1
1849	Education Field Experience 2	Educ	1	2	2
2201	Education Field Experience 3	Educ	1	3	1
2212	Education Field Experience 4	Educ	1	4	2
1854	Education Field Experience 5	Educ	5	5	1
2250	Education Field Experience 6	Educ	1	6	2
1856	Education Field Experience 7	Educ	1	7/8	1
0642	Education Planning M	Educ	6	M	2
2503	Education Project M1	Educ	6	M	1&2
2601	Education Project M2A	Educ	6	M	N/A
2602	Education Project M2B	Educ	6	M	1&2
2686	Education Studies 1A	Educ	3	7	1
2687	Education Studies 1B	Educ	3	7	1
2688	Education Studies 2	Educ	3	8	2
1527	Education Studies G1	Educ	6	G	1
1528	Education Studies G2	Educ	3	G	2
2604	Educational Policy & Politics M	Educ	6	M	N/A
2689	Elective in Teaching	Educ	3	8	2
1529	Elective in Teaching G	Educ	3	G	2
1518	Electromagnetic Waves	Inf Sc/Eng	3	5/6	1
1978	Electronic Devices & Circuits	Inf Sc/Eng	3	5/8	N/A
4332	Electronic Engineering 1	Inf Sc/Eng	6	1/2	1&2
1979	Electronic Instrumentation	Inf Sc/Eng	3	7/8	1
0350	Electronic Theory and Practice G	Inf Sc/Eng	3	G	2
1975	Electronics Engineering 2A	Inf Sc/Eng	3	3/4	1
1976	Electronics Engineering 2B	Inf Sc/Eng	3	3/4	2
1977	Electronics Engineering 3	Inf Sc/Eng	3	5/6	1
0900	Electronics Project G	Inf Sc/Eng	3	G	1&2
3925	Elements in Human Resource Management G	Educ	4	G	2
4343	Embedded Systems M	Inf Sc/Eng	4	M	N/A
3926	Emerging Issues in HRM G	Mangmt	4	G	2
2617	Employment Discrimination & the Law	Mangmt	4	3/6	2
2618	Employment Discrimination & the Law G	Mangmt	3	G	2
4275	Engineering Mathematics 1	Inf Sc/Eng	6	1/2	1&2
3191	Engineering Mathematics 2	Inf Sc/Eng	3	1/2	N/A
3204	Engineering Physics 1	Inf Sc/Eng	6	1/2	1&2
2863	Engineering Thesis M	Inf Sc/Eng	24	M	1&2
2862	Engineering Thesis M (full)	Inf Sc/Eng	24	M	1&2
0509	English Language (Intensive)	Educ	12	1/2	1&2
4325	English Language & Culture	Educ	3	1/2	1
4326	English Language & Culture PG	Educ	3	PG	1
2674	English Language & Society	Educ	8	5/6	N/A
2675	English Through Media	Educ	8	3/4	N/A
3825	Env Education Study (Applied Science) PG	AppSc	4	PG	2
4216	Env Education Study (Education) PG	Educ	4	PG	2
3827	Env Education Thesis (Education) M	Educ	20	M	1&2
3826	Env Education Thesis (Applied Science) M	AppSc	20	M	1&2
0052	Environmental & Resource Economics	Mangmt	4	3/6	2
3927	Environmental & Resource Economics G	Mangmt	4	G	2
4059	Environmental Classification & Ordination	AppSc	3	5/6	2
3619	Environmental Control	Env Des	3	TBA	N/A
3821	Environmental Curriculum Inquiry	Educ	4	PG	1
1812	Environmental Design Masters Thesis	Env Des	48	M	1&2
2861	Environmental Design Masters Thesis(full)	Env Des	48	M	1&2
0672	Environmental Planning PG	AppSc	3	PG	1
3683	Environmental Science Seminar	AppSc	3	3/6	1&2
3147	Environmental Services 1	Env Des	3	3	1
3148	Environmental Services 2	Env Des	3	4	2
3031	Epidemiology & Health Statistics PG	AppSc	3	PG	1
3865	Equity (LLB)	Mangmt	4	3/6	1
4152	Ergonomics	Inf Sc/Eng	3	3/6	1
4075	Ethics & Professional Issues in Applied Psychology PG	AppSc	3	PG	2
3850	Evidence (LLB)	Mangmt	3	3/6	2
0318	Examination of Objects M	AppSc	3	M	1
2979	Exhibition Planning	AppSc	3	3/4	N/A
1356	Expert Systems	Inf Sc/Eng	3	5/6	1
1761	Extension Studies in Science	AppSc	1	3/6	1&2
3556	Facilitating Change in Organisations and Systems M	Educ	3	M	1
3424	Family Counselling & Parent Training M	Educ	3	M	1
0080	Family Law	Mangmt	4	3/6	2
3928	Family Law G	Mangmt	4	G	2
3221	Field Placement	Commn	4	5/6	2
3224	Field Placement G	Commn	3	G	2
4233	Field Study in Counselling A M	Commn	12	M	1&2
4234	Field Study in Counselling B M	Commn	12	M	1&2
1991	Film, Video & Sound Conservation	AppSc	3	3/4	N/A
3885	Finance M1	Mangmt	4	M	2
2693	Financial Economics	Mangmt	4	5/6	N/A
3639	Financial Institutions & Markets	Mangmt	4	1/4	1
3929	Financial Management G	Mangmt	4	G	1
3930	Financial Management in Government M	Mangmt	4	M	2
4145	Financial Reporting	Mangmt	3	3/4	1
1564	Finite Mathematics G	Inf Sc/Eng	3	G	2
3838	Food Science	AppSc	3	3/4	2
1748	Food, Nutrition & Diet Therapy	AppSc	3	5/6	1
3512	Food, Nutrition & Diet Therapy 3/6	AppSc	3	3/6	N/A
3315	Food, Nutrition & Society	AppSc	4	5/6	2
3226	Foundations of Information Organisation G	Commn	3	G	1
1684	Foundations of Information Services G	Commn	3	G	1
3735	Freelance Writing	Commn	8	3/4	1&2
3730	Freelance Writing G	Commn	6	G	1&2
1824	Freelance Writing Project	Commn	4	6	1&2
2267	Freelance Writing Project (G)	Commn	3	G	1&2
0880	Functional Anatomy	AppSc	3	1/2	1
4338	Functional Programming M	Inf Sc/Eng	4	M	2
3625	Furniture Design	Env Des	3	6	2
4341	Fuzzy Logic & Neural Networks M	Inf Sc/Eng	4	M	2
1127	General Mathematics G1	Inf Sc/Eng	3	G	1
1128	General Mathematics G2	Inf Sc/Eng	3	G	2
0482	General Physics	Inf Sc/Eng	3	1/2	1
1071	General Systems Theory	Inf Sc/Eng	3	5/6	1
0627	Genetics	AppSc	3	3/4	2
4280	Genre Writing	Commn	4	3/4	2
4281	Genre Writing G	Commn	4	G	2
3684	Geographic Information Systems	AppSc	3	5/6	1
3498	Government Business Relations	AppSc	4	3/6	1
0800	Grammar & Communication for TESOL M	Educ	3	M	2
2859	Grammar & Communication	Educ	4	3/6	2
4271	Graphic Design Communication	Env Des	3	5/6	N/A
4267	Graphic Design History	Env Des	3	3/4	N/A
4268	Graphic Design Management	Env Des	3	7/8	N/A
4270	Graphic Design Production & Planning	Env Des	3	5/6	N/A
4260	Graphic Design Studies 4.1	Env Des	6	7/8	N/A
4259	Graphic Design Studies 3.2	Env Des	3	5/6	N/A
4256	Graphic Design Studies 2.1	Env Des	3	3/4	N/A
3152	Graphic Design Studies 2.2	Env Des	6	4	2
4257	Graphic Design Studies 2.2	Env Des	3	3/4	N/A
4258	Graphic Design Studies 3.1	Env Des	3	5/6	N/A
4261	Graphic Design Studies 4.2	Env Des	3	7/8	N/A
4165	Graphic Design Studies 1.2	Env Des	3	1/2	2
4164	Graphic Design Techniques and Technologies 1.1	Env Des	3	1/2	1
4262	Graphic Design Techniques and Technologies 1.2	Env Des	3	1/2	2
4263	Graphic Design Techniques and Technologies 2.1	Env Des	3	3/4	1
4264	Graphic Design Techniques and Technologies 2.2	Env Des	3	3/4	2
4265	Graphic Design Techniques and Technologies 3.1	Env Des	3	5/6	N/A
4266	Graphic Design Techniques and Technologies 3.2	Env Des	3	5/6	N/A
4352	Graphics Visualisation Techniques M	Inf Sc/Eng	4	M	N/A
3116	Group Counselling PG	Educ	3	PG	1
3070	Haematology	AppSc	6	5/6	1&2
1685	Health Care & the Law	AppSc	3	3/6	2
1530	Health Education M1	Educ	6	M	N/A
1531	Health Education M2	Educ	6	M	1
0007	Health Education Studies 1	Educ	3	1/2	1
0017	Health Education Studies 2	Educ	3	1/2	2
3440	Health Education Studies 2P	Educ	2	1/2	2
0118	Health Education Studies 3	Educ	4	3/4	1
3439	Health Education Studies 4	Educ	4	5/6	2
0128	Health Education Studies 5	Educ	4	5/6	2
3438	Health Education Studies 5P	Educ	2	5/6	2
3437	Health Education Studies 6	Educ	4	5/6	1
3436	Health Education Studies 6P	Educ	2	5/6	1
3435	Health Education Studies 7	Educ	4	5/6	2
3434	Health Education Studies 7P	Educ	2	5/6	2
1100	Health, Lifestyle & Education	Educ	3	1/2	1
2691	Heritage Communication	AppSc	3	3/4	2
3691	Heritage Conservation Project 1	AppSc	3	5/6	1&2
3692	Heritage Conservation Project 2	AppSc	3	5/6	2
3690	Heritage Conservation Management	AppSc	3	5/6	1
3704	Heritage Conservation Management M	AppSc	3	M	1
2984	Heritage Presentation & Interpretation	AppSc	3	5/6	1
3670	Heritage Presentation & Interpretation PG	AppSc	3	PG	1
3693	Heritage Preservation	AppSc	3	1/2	2
4340	High Speed Networking M	Inf Sc/Eng	4	M	N/A
4323	Histology	AppSc	3	3/4	2
2971	Historical Cultural Landscapes	AppSc	3	3/4	2
3571	Historical Cultural Landscapes G	AppSc	3	G	2
4300	History of Australian Design	Env Des	3	1/4	2
4301	History of Landscape Architecture	Env Des	3	1/4	2
0112	History of Sport in Society	AppSc	3	1/2	1
4051	History 2	Commn	3	1/2	N/A
4157	Honours, Faculty of Environmental Design	Env Des	3	TBA	1
3754	Hospitality Operations	Commn	4	5/6	2
3753	Hospitality Operations G	Commn	3	G	2
1494	Human Adaptation	AppSc	4	5/6	2
2976	Human Biochemistry	AppSc	6	3/4	1&2
1868	Human Development	Educ	3	1/2	2
1766	Human Development & Learning	Educ	3	2	2
2806	Human Development & Learning G	Educ	3	G	N/A
4302	Human Environment Studies 2.1	Env Des	3	5/6	1
3595	Human Environment Studies 3A	Env Des	3	5	1
3596	Human Environment Studies 3B	Env Des	3	5/6	2
4336	Human Factors in Information Technology M	Inf Sc/Eng	4	M	N/A
3071	Human Physiology & Anatomy 1	AppSc	3	1/2	2
2978	Human Physiology & Anatomy 2	AppSc	3	3/4	1
4142	Human Physiology & Anatomy 3	AppSc	4	5/6	2
4322	Human Physiology & Anatomy 4	AppSc	4	5/6	N/A
3535	Human Resource Development Project	Educ	3	5/6	1&2
3536	Human Resource Development Project 1	Educ	3	1/2	N/A
3538	Human Resource Development Project 2 : Adult Education	Educ	4	3/4	
3534	Human Resource Development Project 3	Educ	4	5/6	N/A
3537	Human Resource Development Project G	Educ	3	G	1&2
3432	Human Resource Management 1	Mangmt	4	3/6	1
3488	Human Resource Management 2	Mangmt	4	3/6	2
3931	Human Resources Management M	Mangmt	4	M	1
1762	Human Sexuality	Educ	4	5/6	1&2
1944	Human Sexuality PG	Educ	4	PG	1&2
0413	Immunology and Serology	AppSc	3	5/6	1
2605	Implementing Change M	Educ	6	M	1
3220	Independent Study in Library and Information Studies	Commn	4	5/6	1&2
3219	Independent Study in Library and Information Studies G	Commn	3	G	1&2
4153	Industrial Design Metals Technology	Env Des	3	3/6	1
4212	Industrial Design Studies 1.1	Env Des	3	1	1
0353	Industrial Design Studies 1.2	Env Des	3	2	2
4151	Industrial Design Studies 2.1	Env Des	3	3	1
4304	Industrial Design Studies 2.2	Env Des	6	3/4	2
3291	Industrial Design Studies 3.1	Env Des	9	5	1
3624	Industrial Design Studies 3.2	Env Des	6	6	2
4154	Industrial Design Studies 4.1	Env Des	9	7	1
4162	Industrial Design Studies 4.2 - Research and Design	Env Des	12	8	2
1372	Industrial Relations	Mangmt	4	3/6	1
3932	Industrial Relations G	Mangmt	4	G	1
3935	Industrial Relations M	Mangmt	4	M	1
3398	Industrial Relations in Sport	AppSc	3	3/4	2
4205	Industrial Relations Workshop	Mangmt	4	5/6	2
3933	Industrial Relations Workshop G	Mangmt	4	G	2
3543	Industrial Relations Workshop M	Mangmt	3	M	N/A
3484	Information & Records Management G	Commn	3	G	2
0674	Information & Records Management G1	Commn	3	G	1
0677	Information & Records Management G2	Commn	3	G	2
3763	Information Analysis	Commn	4	3/6	1
3780	Information Analysis G	Commn	3	G	1
3756	Information Management Planning	Commn	4	3/6	2
1377	Information Organization	Commn	3	2	2
1376	Information Provision	Commn	3	2	2
3758	Information Retrieval	Commn	4	3/6	2
3765	Information Retrieval G	Commn	3	G	2
1007	Information Sciences Extension Studies PG	Inf Sc/Eng	3	PG	1&2
1009	Information Sciences Extension Studies PG	Inf Sc/Eng	3	PG	1&2
1014	Information Sciences Extension Studies PG	Inf Sc/Eng	3	PG	1&2
3327	Information Sciences Thesis M (full)	Inf Sc/Eng	24	M	1&2
3326	Information Sciences Thesis M	Inf Sc/Eng	24	M	1&2
4219	Information Studies Thesis H	Commn	12	7/8	1&2
2251	Information Studies Thesis M	Commn	24	M	1&2
2827	Information Studies Thesis M (full)	Commn	24	M	1&2
2317	Information Study PG1	Commn	6	PG	1&2
2318	Information Study PG2	Commn	6	PG	1&2
2327	Information Study PG3	Commn	6	PG	1&2
1414	Information Systems 1	Inf Sc/Eng	3	2	1&2
0306	Information Systems 2	Inf Sc/Eng	3	3	1&2
0284	Information Systems 3	Inf Sc/Eng	3	3/6	2
4276	Information Technology Training Project G	Inf Sc/Eng	3	G	1&2
2615	Injury & Safety Law	Mangmt	4	3/6	2
3936	Injury & Safety Law G	Mangmt	4	G	2
3491	Insolvency Law	Mangmt	4	3/6	2
1980	Instrumentation Systems	Inf Sc/Eng	3	7/8	2
4240	Integrated Communication Campaigns	Commn	4	5/6	1
1968	Integrated Studies of Disease	AppSc	3	5/6	2
0239	Interactive Computer Graphics	Inf Sc/Eng	3	5/6	2
4170	Internal Medicine in Sport and Exercise PG (Sports Medicine)	AppSc	6	PG	1
1714	International Accounting & Finance	Mangmt	4	5/6	N/A
4243	International Advertising	Commn	4	3/4	2
3937	International Business Environment M	Mangmt	4	M	2
3851	International Business Taxation (LLB)	Mangmt	3	3/6	1
3805	International Communication H	Commn	8	7/8	1&2
3791	International Communication PG	Commn	8	PG	1&2
0099	International Economics	Mangmt	4	3/6	2
3938	International Economics G	Mangmt	4	G	2
3393	International Finance	Mangmt	4	6	2
4140	International Finance MBA	Mangmt	4	M	N/A
2429	International Marketing	Mangmt	4	5/6	1
3939	International Marketing G	Mangmt	4	G	1
0513	International Politics	Mangmt	4	3/6	2
1841	International Trade Law	Mangmt	4	3/6	2
3940	International Trade Law G	Mangmt	4	G	2
3941	International Trade Law M	Mangmt	4	M	2
1988	Intrapreneurship & Entrepreneurship	Mangmt	4	3/6	N/A
2460	Introduction to Advertising	Commn	3	1/2	1
2640	Introduction to Advertising G	Commn	3	G	1
0427	Introduction to Applied Geography	AppSc	3	1/2	1
4014	Introduction to Communication	Commn	3	1/2	1
3541	Introduction to Computing Studies	Inf Sc/Eng	3	1/2	1&2
3557	Introduction to Counselling PG	Educ	8	PG	1&2
3888	Introduction to Database Systems G	Inf Sc/Eng	3	G	1
0025	Introduction to Environmental Design 1.1	Env Des	3	1	1
1519	Introduction to Exercise Science	AppSc	3	1/2	2
4060	Introduction to Human Sciences	AppSc	6	1/2	1&2
3276	Introduction to Human Communications	Educ	3	1/2	1
3757	Introduction to Information Management	Commn	3	1/2	1
2569	Introduction to Linguistics	Educ	3	1/2	1
4207	Introduction to Management	Mangmt	3	1/2	1&2
3943	Introduction to Management G	Mangmt	4	G	1
4254	Introduction to Media	Commn	3	1/2	1&2
3736	Introduction to News	Commn	6	1/2	1&2
3942	Introduction to Planning & Policy G	Mangmt	4	G	2
3017	Introduction to Primary Education G	Educ	3	G	N/A
3581	Introduction to Professional Writing	Commn	3	1/2	2
3607	Introduction to Public Administration	Mangmt	4	3/4	2
1763	Introduction to Teaching	Educ	2	1	1
3711	Introduction to Tourism	Commn	6	1/2	1&2
3816	Introduction to Tourism G	Commn	6	G	1&2
2975	Introductory Human Biochemistry	AppSc	3	3/4	1
4194	Issues in Communication Professions H	Commn	8	7/8	1&2
3188	Issues in Cultural Heritage Management PG	AppSc	3	PG	N/A
1869	Issues in Curriculum Design and Evaluation PG	Educ	3	PG	2
2803	Issues in Development Education G	Educ	1	G	N/A
3012	Issues in Industrial Relations	Mangmt	4	5/6	2
3013	Issues in Industrial Relations G	Mangmt	4	G	2
4347	Issues in Information Technology Management M	Inf Sc/Eng	4	M	N/A
4218	Issues in Information Studies H	Commn	6	7/8	N/A
2316	Issues in Information Studies PG	Commn	6	PG	N/A
3518	Issues in Mainstreaming	Educ	3	7/8	1
3106	Issues in Mainstreaming PG	Educ	3	PG	1
2482	Issues in Small Business	Mangmt	4	6	N/A
0796	Issues in Special Education M	Educ	6	M	1
4337	Issues in the Design of Human-Computer Interfaces M	Inf Sc/Eng	4	M	1
4283	Japanese 1	Commn	3	1/2	1
0157	Japanese 2	Commn	3	2	2
3771	Japanese 3/4	Commn	8	3/4	1&2
3772	Japanese 5/6	Commn	10	5/6	1&2
3773	Japanese A/B	Commn	6	3/4	1&2
3774	Japanese C/D	Commn	8	5/6	1&2
4284	Japanese G1	Commn	3	G	1
4195	Japanese G2	Commn	3	G	2
3713	Japanese for Business G	Commn	4	G	N/A
3380	Japanese for Tourism	Commn	3	1/2	2
2253	Journalism G2	Commn	3	G	1&2
1592	Laboratory Methods in Sports Science M	AppSc	5	M	2
0104	Labour Economics	Mangmt	4	3/6	2
3945	Labour Economics G	Mangmt	4	G	2
2613	Labour Law	Mangmt	4	3/6	1
3946	Labour Law G	Mangmt	4	G	1
3672	Land & Earth Resources	AppSc	6	5/6	1&2
3626	Landscape Analysis & Site Appraisal 1.1	Env Des	3	1	1
1249	Landscape Design 1.2	Env Des	3	2	2
3628	Landscape Design 2.1	Env Des	3	3	1
3629	Landscape Design 2.2	Env Des	3	4	2
3293	Landscape Design 3.1 (Theory & Practice)	Env Des	3	5	1
3363	Landscape Planning 3.1 (Theory & Practice)	Env Des	3	5	1
4158	Landscape Planning & Design 4.1	Env Des	3	7	1
3295	Landscape Planning & Design 3.2 (Theory & Practice)	Env Des	6	6	2
4159	Landscape Planning & Design 4.2	Env Des	9	8	2
3681	Landscape Processes	AppSc	3	1/2	2
3630	Landscape Technology 2.1	Env Des	3	3	1
3631	Landscape Technology 2.2	Env Des	3	4	2
3294	Landscape Technology 3.2 (Theory & Practice)	Env Des	3	6	2
3361	Landscape Technology 3.1 (Theory & Practice)	Env Des	3	5	1
3806	Language & Communication H	Commn	8	7/8	N/A
2105	Language & Learning	Educ	4	3/4	2
1851	Language Across the Curriculum	Educ	1	5	1
2570	Language Change	Educ	4	5/6	2
0807	Language Change M	Educ	3	M	2
2799	Language in the Curriculum G	Educ	2	G	N/A
3835	Language Planning	Educ	3	3/6	2
1870	Language Study PG	Educ	3	PG	1&2
4291	Language Teaching in Action PG	Educ	3	PG	1
2858	Language Tests	Educ	4	3/6	1
0784	Language Tests M	Educ	3	M	1
2571	Language, Culture & Society	Commn	3	1/2	2
1228	Language, Culture & Society PG	Commn	3	PG	2
0243	Languages and Compilers	Inf Sc/Eng	3	5/6	2
3852	Law 1	Mangmt	3	3/6	1
3853	Law 2	Mangmt	3	3/6	2
4135	Law 3	Mangmt	4	3/6	2
4136	Law 4	Mangmt	4	3/6	2
4137	Law 5	Mangmt	4	3/6	1
4138	Law 6	Mangmt	4	3/6	1
3870	Law G1	Mangmt	4	G	1
3871	Law G2	Mangmt	4	G	2
3872	Law G3	Mangmt	4	G	2
3873	Law G4	Mangmt	4	G	2
3874	Law G5	Mangmt	4	G	1
3875	Law G6	Mangmt	4	G	1
3947	Law in Administration G	Mangmt	4	G	1
1461	Law M1 (Advanced Administrative Law)	Mangmt	3	M	N/A
3948	Law of Business Decisions M	Mangmt	4	M	2
1610	Law of Business Transactions	Mangmt	4	3/6	1
3949	Law of Business Transactions G	Mangmt	4	G	1
0952	Law of Communications	Mangmt	4	3/6	2
3950	Law of Communications G	Mangmt	4	G	2
3951	Law of Employment G	Mangmt	4	G	N/A
1612	Law of Financial Institutions	Mangmt	4	3	2
3858	Law of Obligations (LLB)	Mangmt	4	5/6	2
3859	Lawyers & Professional Responsibility (LLB)	Mangmt	3	3/6	2
3820	Learning Processes in Environmental Education PG	Educ	4	PG	2
3228	Legal & Government Publications	Commn	4	4/6	2
3227	Legal & Government Publications G	Commn	3	G	2
4139	Legal Studies Dissertation M (part-time)	Mangmt	8	M	1&2
3952	Legal Studies Dissertation M	Mangmt	8	M	1&2
4357	Legal Theory G	Mangmt	4	G	1&2
3860	Legal Theory (LLB)	Mangmt	3	3/6	1&2
3861	Legislation (LLB)	Mangmt	3	3/6	2
4150	Legislative Internship	Mangmt	8	5/6	1&2
0029	Legislative Processes	Mangmt	4	3/6	2
3955	Legislative Processes G	Mangmt	4	G	2
3694	Library & Archive Preservation	AppSc	3	3/6	1
3705	Library & Archive Preservation G	AppSc	3	G	1
1229	Linguistics PG	Educ	3	PG	1
4196	Literary Studies 1/2	Commn	6	1/2	1&2
4197	Literary Studies 3/4	Commn	8	3/4	1&2
4198	Literary Studies 5/6	Commn	8	5/6	1&2
3862	Litigation & Dispute Processing (LLB)	Mangmt	3	3/6	1&2
4308	Local Regional Development	AppSc	3	5/6	2
4339	Logic & Formal Methods M	Inf Sc/Eng	4	M	1
1696	Logic Based Systems	Inf Sc/Eng	3	5/6	N/A
3547	Logic, Probability & Statistics	Inf Sc/Eng	3	1/2	1&2
1072	Machine Intelligence	Inf Sc/Eng	3	5/6	2
0034	Macroeconomics 1	Mangmt	3	1/2	1&2
0035	Macroeconomics 2	Mangmt	4	3/6	1&2
2397	Macroeconomics 3	Mangmt	4	3/6	2
3957	Macroeconomics G	Mangmt	4	G	1
3958	Macroeconomics G2	Mangmt	4	G	2
3956	Macroeconomics G3	Mangmt	4	G	2
3399	Major Sports Event Management	AppSc	3	5/6	1
4272	Major Study in Graphic Design	Env Des	9	7/8	N/A
3531	Management & Leadership in Human Resource Development	Educ	3	5/6	1
3530	Management & Leadership in Human Resource Development G	Educ	3	G	1
3960	Management & Organisational Analysis G	Mangmt	4	G	1
4155	Management Decision Using Microcomputers	Inf Sc/Eng	4	3/4	2
2852	Management Decision Using Microcomputers G	Inf Sc/Eng	3	G	2
3984	Management Information Systems G	Inf Sc/Eng	4	G	1&2
3752	Management of Archives	Commn	4	5/6	1
3764	Management of Archives G	Commn	3	G	1
3638	Management of Financial Institutions	Mangmt	8	5/6	1&2
1614	Management of Financial Institutions 1	Mangmt	4	5/6	1
1615	Management of Financial Institutions 2	Mangmt	4	5/6	1
3394	Management of Financial Institutions 3	Mangmt	4	6	2
4146	Managerial Accounting	Mangmt	3	3/4	2
0102	Managerial Economics	Mangmt	4	3/6	1
3961	Managerial Economics G	Mangmt	4	G	1
3959	Managing Individual & Organisational Change G	Mangmt	4	G	1
0498	Marketing	Mangmt	4	3/6	1&2
3962	Marketing G	Mangmt	4	G	1&2
3249	Marketing Law	Mangmt	4	3/6	1
4355	Marketing Law G	Mangmt	4	G	1
1989	Marketing Management	Mangmt	4	5/6	2
3963	Marketing Management G	Mangmt	4	G	2
3964	Marketing MBA	Mangmt	4	M	2
3965	Marketing Research Methods	Mangmt	4	5/6	2
3737	Mass Communication	Commn	8	3/6	1&2
3719	Mass Communication G	Commn	6	G	1&2
2825	Master of Education Thesis Type 1 (full)	Educ	48	M	1&2
0500	Master of Education Thesis Type 1	Educ	48	M	1&2
2826	Master of Education Thesis Type 2 (full)	Educ	24	M	1&2
1755	Master of Education Thesis Type 2	Educ	24	M	1&2
3658	Master of Nursing Thesis Type 2 (full)	AppSc	24	M	1&2
3659	Master of Nursing Thesis Type 2 (p/t)	AppSc	24	M	1&2
2834	Materials Anthropology PG	AppSc	3	PG	2
0466	Materials Chemistry	AppSc	3	3/4	2
1904	Materials for Language Teaching PG	Educ	3	PG	2
3695	Materials Science 1	AppSc	3	1/2	2
3696	Materials Science 2	AppSc	3	1/2	2
3697	Materials Science 3	AppSc	3	1/2	1
3698	Materials Science 4	AppSc	3	1/2	1
3605	Mathematical Methods 1A	Inf Sc/Eng	3	1/2	1&2
3604	Mathematical Methods 2	Inf Sc/Eng	3	1/2	2
3997	Mathematical Methods 3 (Discrete Mathematics)	Inf Sc/Eng	4	3/4	2
3998	Mathematical Methods 4 (Operations Research)	Inf Sc/Eng	4	3/6	1
3999	Mathematical Methods 5 (Advanced Discrete Mathematics)	Inf Sc/Eng	4	3/6	1
4118	Mathematical Methods 6 (Advanced Operations Research)	Inf Sc/Eng	4	5/6	2
4119	Mathematical Methods G3	Inf Sc/Eng	3	G	2
3990	Mathematical Perspectives A	Inf Sc/Eng	4	5/6	1
3991	Mathematical Perspectives B	Inf Sc/Eng	4	5/6	2
0575	Mathematics 1	Inf Sc/Eng	3	1/2	N/A
4274	Mathematics 1/2	Inf Sc/Eng	6	1/2	1&2
0576	Mathematics 2	Inf Sc/Eng	3	1/2	1
0297	Mathematics 3	Inf Sc/Eng	3	3	2
3992	Mathematics 4	Inf Sc/Eng	3	3/4	1
3993	Mathematics 5	Inf Sc/Eng	3	5/6	1
3994	Mathematics 6	Inf Sc/Eng	3	5/6	2
3995	Mathematics G3	Inf Sc/Eng	3	G	2
3996	Mathematics G4	Inf Sc/Eng	3	G	1
1715	Measurement & Statistics for Sport	AppSc	3	3/4	1
3086	Media Analysis G1	Commn	3	G	1
3087	Media Analysis G2	Commn	3	G	2
4277	Media Representation & Analysis	Commn	3	1/2	1&2
4019	Media Workshop A	Commn	3	1/2	1&2

4020	Media Workshop B	Commn	4	[illegible]	[illegible]
3738	Media Writing & Management	Commn	8	3/4	1&2
2985	Medical Microbiology	AppSc	6	[illegible]	[illegible]
3966	Metropolitan & Local Government M	Mangmt	4	M	N/A
0221	Microbiology	AppSc	[illegible]	[illegible]	[illegible]
1963	Microcomputer Electronics	Inf Sc/Eng	[illegible]	[illegible]	[illegible]
0751	Microcomputers G	Inf Sc/Eng	[illegible]	G	[illegible]
0020	Microeconomics 1	Mangmt	[illegible]	[illegible]	[illegible]
4076	Microeconomics 2	Mangmt	[illegible]	[illegible]	[illegible]
3967	Microeconomics G	Mangmt	4	G	[illegible]
3966	Microeconomics G2	Mangmt	4	G	[illegible]
3969	Microeconomics MBA G	Mangmt	4	G	[illegible]
1611	Money, Banking & International Finance	Mangmt	4	5/6	N/A
1862	Movement Education & Physical Health Program	Educ	[illegible]	7/8	[illegible]
3665	Multiculturalism	AppSc	[illegible]	[illegible]	[illegible]
3666	Multiculturalism G	AppSc	[illegible]	G	[illegible]
1656	Museology 1	AppSc	[illegible]	[illegible]	[illegible]
1655	Museology 2	AppSc	[illegible]	[illegible]	[illegible]
3666	Museology G1	AppSc	[illegible]	G	[illegible]
3669	Museology PG2	AppSc	[illegible]	PG	[illegible]
3133	Music & the Microcomputer 1	Educ	[illegible]	[illegible]	[illegible]
3134	Music & the Microcomputer 2	Educ	[illegible]	[illegible]	[illegible]
0647	Music G	Educ	[illegible]	G	[illegible]
2436	Nature of Adult Learning	Educ	[illegible]	[illegible]	[illegible]
3834	Nature of Adult Learning PG	Educ	[illegible]	PG	[illegible]
3832	Network Information Services	Commn	[illegible]	[illegible]	[illegible]
3833	Network Information Services G	Commn	[illegible]	G	[illegible]
4329	Network Information Sources	Commn	[illegible]	[illegible]	[illegible]
4176	Neuroanatomy & Motor Control	AppSc	[illegible]	[illegible]	[illegible]
3720	News G	Commn	[illegible]	G	[illegible]
3655	Nursing Project M	AppSc	[illegible]	M	[illegible]
3655	Nursing Project M (p/t)	AppSc	[illegible]	M	[illegible]
3654	Nursing Research PG	AppSc	[illegible]	PG	[illegible]
3652	Nursing Role Theory M3	AppSc	[illegible]	M	[illegible]
3653	Nursing Specialty Practice M4	AppSc	[illegible]	M	[illegible]
3649	Nursing Specialty Practice PG1	AppSc	[illegible]	PG	[illegible]
3648	Nursing Specialty Practice PG1	AppSc	[illegible]	PG	[illegible]
4180	Nursing Studies 1	AppSc	[illegible]	[illegible]	[illegible]
4181	Nursing Studies 2	AppSc	[illegible]	[illegible]	[illegible]
4182	Nursing Studies 3	AppSc	[illegible]	[illegible]	[illegible]
1047	Nursing Studies 4	AppSc	[illegible]	[illegible]	[illegible]
1048	Nursing Studies 5	AppSc	[illegible]	[illegible]	[illegible]
1049	Nursing Studies 6	AppSc	3	5/6	2
2455	Nursing Studies 7	AppSc	12	7/8	1&2
3647	Nursing Trends & Issues PG1	AppSc	4	PG	1
3650	Nursing Trends & Issues PG2	AppSc	4	PG	2
3374	Nursing 1	AppSc	8	1/2	1&2
3375	Nursing 2	AppSc	3	1/4	2
3376	Nursing 3	AppSc	3	1/2	1
3427	Nursing 4	AppSc	8	3/4	1&2
3428	Nursing 5	AppSc	8	3/4	1&2
3837	Nursing 6	AppSc	3	5/6	2
3661	Nursing 6/7	AppSc	6	5/6	1&2
3836	Nursing 7	AppSc	3	5/6	1
3656	Nursing 8	AppSc	3	5/6	1
3660	Nursing 9	AppSc	3	5/6	2
3657	Nursing 10	AppSc	6	5/6	1
4251	Nutrition & Health PG	AppSc	3	PG	2
4250	Nutrition Research Design PG	AppSc	3	PG	1
2988	Nutrition Seminar PG	AppSc	3	PG	N/A
4144	Nutritional Science	AppSc	4	5/6	1
4249	Nutritional Science & the Lifecycle PG	AppSc	3	PG	1
4307	Nutritional Science for Physical Activity PG	AppSc	3	PG	2
4201	Object Oriented Software Design	Inf Sc/Eng	3	5/8	1
4335	Object-Oriented Analysis & Design M	Inf Sc/Eng	4	M	1
3766	Office Management 1/2	Commn	6	1/2	1&2
3751	Office Management 3/4	Commn	8	3/6	1&2
3779	Office Management 5	Commn	4	5/6	2
2591	Office Systems 1	Commn	4	3/6	N/A
2592	Office Systems 2	Commn	4	3/6	N/A
2796	Office Systems G	Commn	3	G	N/A
1778	Operating Systems	Inf Sc/Eng	3	4	2
1776	Operations Research Specialisation C	Inf Sc/Eng	3	6	N/A
1723	Organisation & Policy in Sport	AppSc	3	3/4	2
3970	Organisation Design M	Mangmt	4	PG	1
1853	Organisation of & Participation in Schooling	Educ	2	5	1
3609	Organisational Behaviour	Mangmt	4	3/4	2
3971	Organisational Behaviour G	Mangmt	4	G	1
3739	Organisational Communication	Commn	8	3/6	1&2
3721	Organisational Communication G	Commn	6	G	1&2
2431	Organisational Culture	Mangmt	4	3/6	1
3972	Organisational Culture M	Mangmt	4	M	2
3664	Organisational Psychology G	AppSc	3	G	1
1859	Outdoor Education 1	Educ	3	7/8	1
1860	Outdoor Education 2	Educ	3	7/8	2
4242	Pacific Rim Tourism	Commn	4	5/6	1
1967	Pathobiology	AppSc	3	3/4	2
1966	Pathophysiology & Drug Therapy	AppSc	3	5/6	1
3347	Performance Studies in Physical Education	Educ	4	5/6	1&2
3601	Perspectives on Gender	Educ	4	TBA	1
2576	Phonetics & Phonology	Educ	4	3/6	1
0808	Phonetics & Phonology M	Educ	3	M	1
3742	Photojournalism	Commn	8	5/6	1&2
3722	Photojournalism G	Commn	6	G	1&2
3603	Physical Principles	Inf Sc/Eng	3	1/2	2
1394	Physics 1A	Inf Sc/Eng	3	1/2	1
1395	Physics 1B	Inf Sc/Eng	3	1/2	2
4179	Physiology of Exercise	AppSc	3	3/4	2
3610	Planning & Decision Making	Mangmt	4	3/4	1
1573	Planning & Environmental Law	Mangmt	4	3/6	1
3973	Planning & Environmental Law G	Mangmt	4	G	1
3627	Plant Physiology & Taxonomy 1.1	Env Des	3	1	1
0623	Plants and Animals	AppSc	3	1/2	2
1852	Pluralism in the Classroom	Educ	1	5	1
4215	Policy Issues in Macroeconomics	Mangmt	4	5/6	N/A
4214	Policy Issues in Microeconomics	Mangmt	4	5/6	N/A
3974	Policy/Program Evaluation M	Mangmt	4	M	2
3743	Political Communication	Commn	4	5/6	2
0675	Politics and Democracy	Mangmt	3	1/2	1
4080	Politics in Developing Nations	Mangmt	4	3/6	2
4224	Portfolio Theory & Investment Analysis M	Mangmt	4	M	1
4204	Portfolio Theory & Management	Mangmt	4	5/6	2
1983	Power Systems	Inf Sc/Eng	3	5/6	1
3706	Preventive Conservation G	AppSc	3	G	2
3038	Preventive Conservation PG	AppSc	3	PG	2
3602	Primary Instruction in Mathematical Modelling	Educ	3	7/8	1&2
1840	Principles of Photographic Conservation	AppSc	3	3/4	N/A
3740	Print Reporting	Commn	8	3/4	1&2
2481	Professional Accounting	Mangmt	4	5/6	N/A
3741	Professional Communication Practice	Commn	4	5/6	2
3986	Professional Communication Skills	Commn	4	3/4	2
4237	Professional Field Experience M1	Educ	2	M	1&2
4238	Professional Field Experience M2	Educ	2	M	1&2
3111	Professional Field Experience PG1	Educ	2	PG	1&2
3112	Professional Field Experience PG2	Educ	2	PG	1&2
3559	Professional Issues in Counselling M	Educ	3	M	2
3425	Professional Practice	Educ	2	PG	1&2
3662	Professional Practice in CHM	AppSc	3	5/6	1&2
3663	Professional Practice in CHM PG	AppSc	3	PG	1&2
3237	Professional Practice in Geology	AppSc	6	5/6	1&2
3236	Professional Practice in Resource Science	AppSc	3	5/6	1&2
3192	Professional Seminar (Computer Engineering)	Inf Sc/Eng	3	7/8	2
4001	Professional Sports Structures	AppSc	3	3/4	1
3441	Professional Study in Education M (full-time)	Educ	12	M	1&2
3135	Professional Study in Education M	Educ	12	M	1&2
3529	Program Design & Measurement in Human Resource Development	Educ	3	3/4	2
1415	Programming Systems 2	Inf Sc/Eng	3	3	1
0553	Programming Techniques G1	Inf Sc/Eng	3	G	1&2
0554	Programming Techniques G2	Inf Sc/Eng	3	G	1&2
4351	Project & Quality Management in Information Technology	Inf Sc/Eng	4	M	2
1359	Project Evaluation	Mangmt	4	3/6	1
3975	Project Evaluation G	Mangmt	4	G	1
0234	Project Management	Inf Sc/Eng	3	3/6	1
3390	Project Management G	Inf Sc/Eng	3	G	2
3253	Property Law	Mangmt	4	3/6	1
3976	Property Law G	Mangmt	4	G	1
3863	Property Law (LLB)	Mangmt	4	3/6	1
2860	Psycholinguistics	Educ	4	3/6	2
4070	Psychological Measurement PG	AppSc	3	PG	1
1756	Psychological Testing in Sport	AppSc	4	M	N/A
1167	Psychology of Sport	AppSc	3	3/4	2
4309	Psychology 101	AppSc	3	1/2	1
4310	Psychology 102	AppSc	3	1/2	2
4311	Psychology 201	AppSc	4	3/4	2
4312	Psychology 202	AppSc	4	3/4	2
4313	Psychology 203	AppSc	4	3/4	1
4314	Psychology 204	AppSc	4	3/6	2
4315	Psychology 301	AppSc	4	5/6	N/A
4316	Psychology 302	AppSc	4	5/6	1
4317	Psychology 303	AppSc	4	5/6	2
4318	Psychology 304	AppSc	4	5/6	N/A
4024	Publication Design	Commn	4	5/6	2
3977	Public Administration G	Mangmt	4	G	2
3864	Public Companies (LLB)	Mangmt	6	3/6	1&2
4225	Public Economics G	Mangmt	4	G	N/A
3978	Public Enterprise M	Mangmt	4	M	1
0101	Public Finance	Mangmt	4	3/6	1
1963	Public Finance G	Mangmt	3	G	N/A
3979	Public Finance G	Mangmt	4	G	1
3980	Public Policy Analysis M	Mangmt	4	M	2
3496	Public Policy 1	Mangmt	4	3/6	1
3500	Public Policy 2	Mangmt	4	3/6	2
0637	Public Relations 1	Commn	3	1/2	1
2286	Public Relations G1	Commn	3	G	1
3744	Public Relations Practice	Commn	8	3/4	1&2
3724	Public Relations Practice G	Commn	6	G	1&2
3745	Public Relations Strategy	Commn	8	5/6	1&2
3725	Public Relations Strategy G	Commn	6	G	1&2
2462	Public Sector Accounting & Auditing	Mangmt	4	6	N/A
3981	Public Sector Management M	Mangmt	4	M	1
4025	Publishing	Commn	4	5/6	1
3507	Publishing G	Commn	3	G	1
3889	Quantitative Methods G	Inf Sc/Eng	4	G	1&2
3680	Quantitative Methods in Environmental Science	AppSc	3	3/4	1
4113	Quantity Surveying Practice	Env Des	3	5	1
3746	Radio	Commn	8	5/6	1&2
3723	Radio G	Commn	6	G	1&2
2608	Radio & Lightwave Communications	Inf Sc/Eng	3	5/8	2
2443	Real-Time Computer Applications	Inf Sc/Eng	3	5/6	1
2624	Regolith Mapping PG	AppSc	3	PG	1&2
0691	Remote Sensing PG	AppSc	3	PG	2
2622	Remote Sensing-Digital	AppSc	3	5/6	2
0432	Research Assignment in Education G	Educ	3	G	N/A
0652	Research Design in Education M	Educ	6	M	2
4358	Research Methodology & Data Analysis in Applied Psychology PG	AppSc	3	PG	1&2
3944	Research Methods G	Mangmt	4	G	1
4217	Research Methods H	Commn	6	7/8	N/A
0994	Research Methods PG	Commn	6	PG	N/A
4174	Research Methods PG1 (Sports Medicine)	AppSc	6	PG	1
4175	Research Methods PG2 (Sports Medicine)	AppSc	6	PG	2
1261	Research Methods in Education	Educ	3	7/8	N/A
2804	Research Methods in Education G	Educ	2	G	N/A
0795	Research Methods in Education M	Educ	6	M	1
4303	Research Methods in Environmental Design	Env Des	3	9	1
3528	Research Methods in Human Resource Development	Educ	3	5/6	1&2
3527	Research Methods in Human Resource Development G	Educ	3	G	1&2
1807	Research Planning PG	AppSc	3	PG	1&2
3238	Research Project in Applied Science (3)	AppSc	3	5/6	1&2
3262	Research Project in Applied Science (3) PG	AppSc	3	PG	1&2
3239	Research Project in Applied Science (6)	AppSc	6	5/6	1&2
3240	Research Project in Applied Science (6) (Year Long)	AppSc	6	5/6	1&2
3241	Research Project in Applied Science (6) PG	AppSc	6	PG	1&2
3242	Research Project in Applied Science (6) PG (Year Long)	AppSc	6	PG	1&2
3244	Research Project in Applied Science (12) PG (Year Long)	AppSc	12	PG	1&2
3243	Research Project in Applied Science (12) PG (full)	AppSc	12	PG	1&2
3586	Research Project in Applied Psychology (Counselling) PG	Educ	6	PG	2
4359	Research Project in Applied Psychology PG	AppSc	6	PG	1&2
3526	Research Project in Human Resource Development	Educ	3	5/6	1&2
3525	Research Project in Human Resource Development G	Educ	3	G	1&2
4085	Research Resources in Sports Studies M	AppSc	4	M	1&2
3824	Research Seminar in Environmental Education PG	AppSc	4	PG	1&2
3385	Research Skills	Commn	3	1/2	1
3386	Research Skills G	Commn	3	G	1
2606	Research Techniques in Education M	Educ	6	M	N/A
3673	Resource & Environmental Management	AppSc	6	5/6	1&2
3675	Resource Information Systems	AppSc	3	3/4	2
0692	Resource Policy Analysis PG	AppSc	3	PG	2
2967	Resource Science Project	AppSc	3	5/6	1&2
3671	Resource Techniques & Project	AppSc	6	5/6	1&2
3103	Resource-Consultancy Skills PG	Educ	3	PG	2
3229	Resources for Information & Research	Commn	4	4/6	2
0195	Resources for Information & Research G	Commn	3	G	2
1692	Resources for Young People	Commn	4	4/6	1
1165	Resources for Young People G	Commn	3	G	1
3934	Restrictive Trade Practices Law M	Mangmt	4	M	1
2625	Rock Weathering PG	AppSc	3	PG	1&2
1858	School & Personnel Review	Educ	3	7/8	2
1857	School Effectiveness	Educ	3	7/8	1
1619	School Health Promotion	Educ	4	5/6	2
1943	School Health Promotion PG	Educ	4	PG	2
3027	Science Curriculum for Children	Educ	4	7/8	1
3479	Science, Environment & Society	AppSc	3	1/2	1
4172	Scientific Basis of Clinical Sports Medicine PG (Sports Medicine)	AppSc	6	PG	1
3747	Screen Studies & Communication	Commn	8	3/6	1&2
3726	Screen Studies & Communication G	Commn	6	G	1&2
3748	Scriptwriting	Commn	8	3/4	1&2
3727	Scriptwriting G	Commn	6	G	1&2
1825	Scriptwriting Project	Commn	4	6	1&2
2279	Scriptwriting Project (G)	Commn	3	G	1&2
3920	Securities Regulation M	Mangmt	4	M	1
3677	Sedimentary Environments	AppSc	3	3/4	2
3636	Selected Managerial Skills	Mangmt	4	3/6	2
3429	Seminars in Haematology PG	AppSc	6	PG	1&2
3430	Seminars in Medical Microbiology PG	AppSc	6	PG	1&2
4067	Services & Programs for Young People	Commn	4	4/6	2
4068	Services & Programs for Young People G	Commn	4	G	2
0263	Simulation Techniques	Inf Sc/Eng	3	5/6	2
3524	Skills & Strategies in Human Resource Development	Educ	6	1/2	1&2
3523	Skills & Strategies in Human Resource Development G	Educ	6	G	1&2
3114	Skills in Interpersonal Communication PG	Educ	3	PG	1
3516	Skills in Interpersonal Communication	Educ	3	7/8	1
3823	Social & Cultural Perspectives of the Environment PG	AppSc	4	PG	2
1354	Social Analysis of Sport	AppSc	3	1/2	2
3028	Social Change & Education M	Educ	6	M	2
1057	Social Geography (Short)	AppSc	3	5/6	1
1670	Social Inequality	Mangmt	4	3/6	N/A
2141	Social Perspectives on Education	Educ	3	4	2
3018	Social Perspectives on Education G	Educ	3	G	N/A
0953	Social Research Methods	Mangmt	3	1/2	1&2
3818	Social Science Project	Mangmt	8	5/6	1&2
1760	Social Theory & Education M	Educ	6	M	N/A
0716	Sociological Theory	Mangmt	4	3/6	1
2788	Sociology & Gender	Mangmt	4	3/6	2
0955	Sociology of Health	Mangmt	4	3/6	1
3431	Sociology of Work	Mangmt	4	3/6	2
1985	Software Engineering 1	Inf Sc/Eng	3	3/4	1
1986	Software Engineering 2	Inf Sc/Eng	3	5/6	1
3644	Soil Conservation Assessment and Management	AppSc	4	3/4	2
4285	Spanish 1	Commn	3	1/2	1
0514	Spanish 2	Commn	3	2	2
3775	Spanish 3/4	Commn	8	3/4	1&2
3776	Spanish 5/6	Commn	10	5/6	1&2
3777	Spanish A/B	Commn	6	3/4	1&2
3778	Spanish C/D	Commn	8	5/6	1&2
2493	Special Communication Studies M1	Commn	6	M	1
2494	Special Communication Studies M2	Commn	6	M	2
4173	Special Consideration in Sports Medicine PG (Sports Medicine)	AppSc	6	PG	2
3426	Special Research Topics PG	AppSc	3	PG	1&2
3573	Special Sports Studies A (Administration)	AppSc	4	5/6	1
3575	Special Sports Studies A (Coaching)	AppSc	4	5/6	1&2
1420	Special Sports Studies A (Journalism)	AppSc	3	5/6	2
3589	Special Sports Studies B (Coaching)	AppSc	4	5/6	1&2
3574	Special Sports Studies B (Administration)	AppSc	4	5/6	1&2
2578	Special Studies in Applied Linguistics A	Educ	4	5/6	1
2579	Special Studies in Applied Linguistics B	Educ	4	5/6	2
2845	Special Studies in Computing	Inf Sc/Eng	3	5/6	1&2
2427	Special Studies in Communication B	Commn	4	5	2
1135	Special Studies in Communication A	Commn	4	5	1
1951	Special Studies in Education (TESOL) M	Educ	3	M	2
3223	Special Studies in Library & Information Studies	Commn	3	G	1&2
3222	Special Studies in Library & Information Studies	Commn	4	5/6	1&2
1839	Special Studies in Modern Languages A	Commn	4	3/4	1
1753	Special Studies in Modern Languages B	Commn	4	3/4	2
4183	Special Studies in Nursing	AppSc	6	5/6	1&2
1593	Special Studies in Sports Historiography M	AppSc	5	M	1&2
2692	Special Study in Australian Studies	Educ	4	5/6	2
1220	Special Study in Curriculum PG	Educ	3	PG	1&2
0540	Special Study in Education 2	Educ	4	3/4	1&2
0541	Special Study in Education 3	Educ	4	5/6	1&2
0542	Special Study in Education 4	Educ	4	7/8	1&2
2789	Special Study in Education 4A	Educ	4	7/8	1&2
2790	Special Study in Education 4B	Educ	3	7/8	1&2
0431	Special Study in Education G	Educ	3	G	1&2
0963	Special Study in Environmental Design 3	Env Des	3	5/6	1&2
4273	Special Study in Graphic Design	Env Des	3	7/8	N/A
2502	Special Study in Graphic Design 3	Env Des	3	5/6	2
1306	Special Study in Health Education 2	Educ	4	3/4	1&2
1307	Special Study in Health Education 3	Educ	4	5/6	1&2
2835	Special Study in Media A	Commn	4	3/6	1
2836	Special Study in Media B	Commn	4	3/6	2
1265	Special Study in Special Education PG1	Educ	3	PG	1&2
1273	Special Study in Special Education PG2	Educ	3	PG	1&2
4133	Special Topic in Public Communication PG1	Commn	4	PG	1
4132	Special Topic in Public Communication PG2	Commn	4	PG	2
3397	Sport and Business	AppSc	3	3/4	1
3396	Sport and Politics	AppSc	3	3/4	2
0765	Sports & the Law	Mangmt	4	3/6	1
1886	Sports & the Law G	Mangmt	3	G	1
4004	Sports Journalism 1	AppSc	3	1/2	1
4005	Sports Journalism 2	AppSc	3	3/4	1
4006	Sports Journalism 3	AppSc	3	5/6	2
3576	Sports Marketing	AppSc	4	5/6	2
4178	Sports Medicine	AppSc	4	5/6	2
2828	Sports Studies Thesis M (full)	AppSc	32	M	1&2
1788	Sports Studies Thesis M	AppSc	32	M	1&2
4109	Sports Studies Thesis 28cps	AppSc	28	M	1&2
4110	Sports Studies Thesis (full) 28cps	AppSc	28	M	1&2
4350	Standards & Protocols for Information Exchange M	Inf Sc/Eng	4	M	N/A
4082	Statistical Principles & Research Design in Sports Studies M	AppSc	4		M
1782	Statistics Specialisation A	Inf Sc/Eng	3	5/6	1&2
1752	Statistics 1A	Inf Sc/Eng	3	2	2
3893	Strategic Business Planning G	Mangmt	4	G	2
4223	Strategic Management M	Mangmt	4	M	1&2
2987	Strategies for Nutritional Change PG	AppSc	3	PG	2
3522	Strategy Design & Implementation in Human Resource Development	Educ	7	3/4	1&2
3521	Strategy Design & Implementation in Human Resource Development G	Educ	7	G	1&2
3678	Structural & Engineering Geology	AppSc	3	3/4	2
3330	Studies in Applied Physics PG	Inf Sc/Eng	6	PG	1&2
3341	Studies in Applied Physics PG	Inf Sc/Eng	6	PG	1&2
2506	Studies in Art Education	Educ	3	6	2
2813	Studies in Art Education G	Educ	3	G	N/A
3019	Studies in Art Education (Primary) G	Educ	3	G	N/A
3342	Studies in Artificial Intelligence PG	Inf Sc/Eng	6	PG	1&2
3331	Studies in Artificial Intelligence PG	Inf Sc/Eng	6	PG	1&2
1002	Studies in Computer Organisation PG	Inf Sc/Eng	6	PG	1&2
1013	Studies in Computer Organisation PG	Inf Sc/Eng	6	PG	1&2
3345	Studies in Computer Technology PG	Inf Sc/Eng	6	PG	1&2
3335	Studies in Computer Technology PG	Inf Sc/Eng	6	PG	1&2
3332	Studies in Electronics PG	Inf Sc/Eng	6	PG	1&2
1003	Studies in Information Systems PG	Inf Sc/Eng	6	PG	1&2
1016	Studies in Information Systems PG	Inf Sc/Eng	6	PG	1&2
3020	Studies in Language Education (Primary) G	Educ	3	G	N/A
1848	Studies in Language Education A	Educ	3	2	2
2136	Studies in Language Education B	Educ	3	3	1
2809	Studies in Language Education G	Educ	3	G	N/A
3198	Studies in Literacy	Educ	3	7/8	1
3104	Studies in Literacy PG	Educ	3	PG	1
3333	Studies in Manufacturing Systems PG	Inf Sc/Eng	6	PG	N/A
3343	Studies in Manufacturing Systems PG	Inf Sc/Eng	6	PG	N/A
3021	Studies in Mathematics Education (Primary) G	Educ	3	G	N/A
1847	Studies in Mathematics Education A	Educ	3	2	2
1850	Studies in Mathematics Education B	Educ	3	5	1
2811	Studies in Mathematics Education G	Educ	3	G	N/A
1001	Studies in Mathematics PG	Inf Sc/Eng	6	PG	1&2
1015	Studies in Mathematics PG	Inf Sc/Eng	6	PG	1&2
1764	Studies in Movement Education	Educ	3	1	1&2
2815	Studies in Movement Education G	Educ	3	G	N/A
2507	Studies in Music Education	Educ	3	6	2
3022	Studies in Music Education (Primary) G	Educ	3	G	N/A
2814	Studies in Music Education G	Educ	3	G	N/A
3200	Studies in Numeracy	Educ	3	7/8	2
3105	Studies in Numeracy PG	Educ	3	PG	2
1004	Studies in Operations Research PG	Inf Sc/Eng	6	PG	1&2
1005	Studies in Programming Systems PG	Inf Sc/Eng	6	PG	1&2
1012	Studies in Programming Systems PG	Inf Sc/Eng	6	PG	1&2
2151	Studies in Science & Technology Education	Educ	3	4	2
2812	Studies in Science & Technology Education G	Educ	3	G	N/A
3023	Studies in Science & Technology Education (Primary) G	Educ	3		
2153	Studies in Social Science Education	Educ	3	4	2
2810	Studies in Social Science Education G	Educ	3	G	N/A
3024	Studies in Social Science Education (Primary) G	Educ	3	G	N/A
3344	Studies in Software Engineering PG	Inf Sc/Eng	6	PG	1&2
3334	Studies in Software Engineering PG	Inf Sc/Eng	6	PG	1&2
1006	Studies in Statistics PG	Inf Sc/Eng	6	PG	1&2
1010	Studies in Statistics PG	Inf Sc/Eng	6	PG	1&2
2321	Studies in Teacher Librarianship	Educ	3	7/8	N/A
0810	Study Project & Report M (TESOL)	Educ	6	M	1&2
4030	Sub-Editing	Commn	4	5/6	1
4105	Supervisory Management	Commn	4	5/6	2
4104	Supervisory Management G	Commn	3	G	2
1381	Surveying Techniques	Env Des	3	3/4	2
4346	System Simulation M	Inf Sc/Eng	4	M	N/A
0555	Systems Analysis G1	Inf Sc/Eng	3	G	1
0556	Systems Analysis G2	Inf Sc/Eng	3	G	2
4334	Systems Thinking & Systems Design M	Inf Sc/Eng	4	M	N/A
3819	Systems Thinking in Environmental Context PG	Inf Sc/Eng	4	PG	1
1231	Teaching & Learning (TESOL) PG	Educ	3	PG	2
3203	Teaching Children with Gifts & Talents	Educ	3	7/8	2
3109	Teaching Children with Gifts & Talents PG	Educ	3	PG	2
1757	Teaching English as a Second Language 1	Educ	4	3/4	1
1758	Teaching English as a Second Language 2	Educ	4	5/6	2
2155	Teaching English in a Pluralistic Society	Educ	1	3	1
1861	Teaching in A Multicultural Classroom	Educ	4	7/8	2
3480	Teaching Mathematics	Educ	3	1/2	1&2
3360	Teaching Persons with Developmental Disabilities PG	Educ	3	PG	1
3202	Teaching Persons with Learning Problems	Educ	3	7/8	2
3108	Teaching Persons with Learning Problems PG	Educ	3	PG	2
3025	Teaching Specialisation G1	Educ	3	G	N/A
3026	Teaching Specialisation G2	Educ	3	G	N/A
0061	Teaching Studies 1 (Art)	Educ	8	7	1
3582	Teaching Studies 1 (Design & Technology)	Educ	8	7/8	1
0062	Teaching Studies 1 (English)	Educ	8	7	1
0094	Teaching Studies 1 (Foreign Languages)	Educ	8	7	1
0097	Teaching Studies 1 (Mathematics)	Educ	8	7	1
0215	Teaching Studies 1 (Music)	Educ	8	7	1
0273	Teaching Studies 1 (Physical Education)	Educ	8	7	1
0309	Teaching Studies 1 (Science)	Educ	8	7	1
0398	Teaching Studies 1 (Social Sciences)	Educ	8	7	1
0558	Teaching Studies 2 (Agriculture)	Educ	8	8	2
0559	Teaching Studies 2 (Art)	Educ	8	8	2
0649	Teaching Studies 2 (Computing)	Educ	8	8	2
3583	Teaching Studies 2 (Design & Technology)	Educ	8	7/8	2
0757	Teaching Studies 2 (English)	Educ	8	8	2
0775	Teaching Studies 2 (English as a Second Language)	Educ	8	8	2
3054	Teaching Studies 2 (Geography)	Educ	8	8	2
0776	Teaching Studies 2 (History)	Educ	8	8	2
3502	Teaching Studies 2 (L.O.T.E.)	Educ	8	8	2
0811	Teaching Studies 2 (Mathematics)	Educ	8	8	2
0885	Teaching Studies 2 (Music)	Educ	8	8	2
1025	Teaching Studies 2 (Physical Education)	Educ	8	8	2
1074	Teaching Studies 2 (Science)	Educ	8	8	2
1378	Teaching Studies 2 (Social Sciences)	Educ	8	8	2
1533	Teaching Studies G1 (Art)	Educ	6	G	N/A
3584	Teaching Studies G1 (Design & Technology)	Educ	6	G	1
1534	Teaching Studies G1 (English)	Educ	6	G	1
1552	Teaching Studies G1 (Foreign Languages)	Educ	6	G	1
1535	Teaching Studies G1 (Health Studies)	Educ	6	G	1
1537	Teaching Studies G1 (Mathematics)	Educ	6	G	1
1538	Teaching Studies G1 (Music)	Educ	6	G	1
1539	Teaching Studies G1 (Physical Education)	Educ	6	G	1
1540	Teaching Studies G1 (Science)	Educ	6	G	1
1536	Teaching Studies G1 (Social Sciences)	Educ	6	G	1
1542	Teaching Studies G2 (Art)	Educ	6	G	N/A
1541	Teaching Studies G2 (Agriculture)	Educ	6	G	2
1543	Teaching Studies G2 (Computing)	Educ	6	G	2
3585	Teaching Studies G2 (Design & Technology)	Educ	6	G	2
1544	Teaching Studies G2 (English)	Educ	6	G	2
1551	Teaching Studies G2 (English as a Second Language)	Educ	6	G	2
3058	Teaching Studies G2 (Geography)	Educ	6	G	2
1545	Teaching Studies G2 (Health Studies)	Educ	6	G	2
1546	Teaching Studies G2 (History)	Educ	6	G	2
3501	Teaching Studies G2 (L.O.T.E)	Educ	6	G	2
1548	Teaching Studies G2 (Mathematics)	Educ	6	G	2
1549	Teaching Studies G2 (Music)	Educ	6	G	2
1555	Teaching Studies G2 (Physical Education)	Educ	6	G	2
1550	Teaching Studies G2 (Science)	Educ	6	G	2
1547	Teaching Studies G2 (Social Sciences)	Educ	6	G	2
3699	Technical Examination Methods	AppSc	3	1/2	1
4184	Technical Writing	Commn	4	3/6	2
4185	Technical Writing G	Commn	3	G	2
3328	Technological Sciences Thesis M	Inf Sc/Eng	24	M	1&2
3329	Technological Sciences Thesis M (full)	Inf Sc/Eng	24	M	1&2
1905	Technology in Language Teaching PG	Educ	3	PG	2
0901	Telecommunications G	Inf Sc/Eng	3	G	1
3749	Television Journalism	Commn	8	5/6	1&2
3728	Television Journalism G	Commn	6	G	1&2
3750	Television Production	Commn	8	5/6	1&2
3729	Television Production G	Commn	6	G	1&2
2856	TESOL Methodology	Educ	8	3/6	1
1871	TESOL Methodology PG	Educ	6	PG	1
4306	The Australian Environment & People	AppSc	3	1/2	1
4305	The Australian Outback Environment and Culture	AppSc	3	3/6	N/A
2626	The Australian Regolith PG	AppSc	3	PG	1&2
1887	The Process of Justice G	Mangmt	3	G	N/A
2488	Theatre Project 1	Educ	4	6	1
3056	Theatre Project 2	Educ	4	TBA	2
3652	Theoretical Applications M4	AppSc	4	M	1
3646	Theoretical Foundations of Nursing PG	AppSc	4	PG	1
3903	Theories of the State M	Mangmt	4	M	N/A
4002	Theory & Practice of Coaching 1	AppSc	3	1/2	1
4003	Theory & Practice of Coaching 2	AppSc	3	3/4	2
0740	Theory & Practice of Coaching 3	AppSc	3	5/6	1
3266	Theory & Principles of Adult Education	Educ	4	5/6	1
3267	Theory & Principles of Adult Education G	Educ	4	G	1&2
3278	Theory & Principles of Group Dynamics	Educ	3	5/6	1&2
3414	Theory & Principles of Group Dynamics G	Educ	3	G	1&2
3272	Theory & Principles of System Evaluation	Educ	3	5/6	1&2
3412	Theory & Principles of System Evaluation G	Educ	3	G	1&2
0693	Theory & Process in Education Administration M	Educ	6	M	1
1073	Theory of Computation	Inf Sc/Eng	3	5/6	1
4208	Theory of Organisations	Mangmt	4	3/6	1
3623	Total Property Management	Env Des	3	TBA	1
2540	Tourism & Environment PG	Commn	3	PG	N/A
3296	Tourism Computer-Based Systems	Commn	3	1/2	1
3400	Tourism Computer-Based Systems G	Commn	3	G	1
3712	Tourism Industry Project Scheme	Commn	4	5/6	2
3814	Tourism Marketing	Commn	8	3/4	1&2
3714	Tourism Marketing G	Commn	6	G	1&2
3815	Tourism Planning & Development	Commn	8	5/6	1&2
3715	Tourism Planning & Development G	Commn	6	G	1&2
3337	Tourism Research	Commn	3	1/2	2
3577	Tourism Research G	Commn	3	G	2
4200	Tourism, Economics & Policy	Commn	4	3/4	1
4199	Tourism, Economics & Policy G	Commn	4	G	1
1790	Toxicology PG	AppSc	6	PG	1&2
3866	Trade Practices (LLB)	Mangmt	3	3/6	1
1607	Trade Practices Law	Mangmt	4	5/6	1
3914	Trade Practices Law G	Mangmt	4	G	1
3618	Urban Design	Env Des	3	TBA	1
0041	Urban Economics	Mangmt	4	3/6	N/A
1965	Urban Economics G	Mangmt	3	G	2
1796	Urban Geography (Short)	AppSc	3	3/6	2
4232	Urban Policy & Management	Env Des	4	3/6	N/A
4333	Usability Testing & the Information Systems Design Process M	Inf Sc/Eng	4	M	1
3839	Value Management	Env Des	3	7/8	2
4160	Value Management G	Env Des	4	G	1&2
4161	Value Management MBA	Env Des	4	M	2
3669	Vegetation, Wildlife, Park & Water Resources	AppSc	6	5/6	1&2
1458	VLSI Design	Inf Sc/Eng	3	5/6	2
1485	Women & Organizations	Mangmt	4	3/6	1
3915	Women & Organisations G	Mangmt	4	G	1
3588	Women, Politics & Public Policy	Mangmt	4	3/6	2
4206	Women, Politics & Public Policy G	Mangmt	4	G	2
3006	World Resources	AppSc	3	1/2	2
3433	Writing for Young People	Commn	4	3/4	1
3481	Writing for Young People G	Commn	4	G	1
1233	Writing PG	Commn	3	PG	1&2
1154	Writing 1	Commn	3	1/2	1&2
3710	Writing 1 (ESL)	Commn	6	1/2	1&2

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HANDBOOK 1995

Preface

- Aims
- Mission
- History
- Campus
- Extension Studies
- Equity Programs

Aims

The principal aims of the University are to prepare students for professional careers through high quality courses at undergraduate and postgraduate levels, and to make a contribution to the intellectual development of Canberra and the south- east region, and of the nation, through the research and consultancy activities of its staff. The University accepts a responsibility to achieve these aims in the context of its equal opportunity policies.

Mission

The University of Canberra aims to:

· be known for the excellence of its scholarship and its contribution to the dissemination of academic and applied knowledge directed to socially valuable ends

· develop a distinctive academic character based on the provision of liberal and vocational education relevant to a wide range of occupations and on its contribution to research which will tend to be of an applied nature

· continue its special relationship with the ACT and surrounding communities and be responsive to their educational needs while making a significant contribution to teaching, research and consultancy at national and international levels

· encourage communication with its graduates, professional bodies and employer and employee organisations, both public and private sectors of employment, all levels of government and with other academic institutions

· offer its students an education which will inspire and assist them to high levels of achievement enabling them to fill a socially responsible role in the community and to contribute to the expertise, practice and influence of the specific areas to which their education has been directed

· provide a range of courses and other educational opportunities for students at all stages in their lives and to all groups in society and facilitate the participation of an equitable proportion of disadvantaged people

· encourage the academic staff to make a direct contribution to their disciplines and professions by undertaking consultancies and research work and to offer intellectual leadership and service to society at large

· have an organisational structure which enables all its members to contribute to the formulation of policy in the University; and to implement and develop the University's mission

· maintain social, educational, environmental and administrative frameworks which will allow its members an equal opportunity to participate in its activities, which will stimulate the University community and which will establish an atmosphere of academic freedom and intellectual activity.

History

The University of Canberra was established by the Commonwealth Government in 1967 as the Canberra College of Advanced Education. Students were enrolled on a part- time basis in 1968 and full- time teaching began the following year.

The Bill for an Act to establish and incorporate a University of Canberra under the sponsorship of Monash University and to repeal the Canberra College of Advanced Education Act 1967 was assented to by the Governor- General on 28 December 1989. The University of Canberra Act 1989 came into effect on 1 January 1990. Sponsorship by Monash University concluded at the end of 1993. The University is a member of the Unified National System, and of the Association of Commonwealth Universities.

Campus

The University of Canberra occupies a site of 119 hectares in the suburb of Bruce, adjacent to the Belconnen Town Centre and about eight kilometres from the central business district of Canberra. The Bruce precinct includes a technology park, the Australian Institute of Sport, a campus of the Canberra Institute of Technology, a major hospital and several government departments.

The current enrolment is 8730 students. Part- time students account for about 37 per cent of the student body, with around 19 per cent enrolled in postgraduate courses. At present about 58 per cent of the student population is aged under 25 years, and 54 per cent of the enrolments are women.

Courses are organised within the Faculties of Applied Science, Communication, Education, Environmental Design, Information Sciences and Engineering, and Management.

Residential accommodation on campus is available for 1056 students, while some off- campus accommodation students is available nearby and in the city. College House, a separate motel- style building accommodating 28 persons, is available for visiting academic staff and for use by short course participants.

The University's priorities for increasing participation from under- represented groups are women in engineering, students with disabilities, and Aborigines and Torres Strait Islanders.

Extension Studies

In addition to those students enrolled in degree, diploma and graduate certificate courses, a large number of persons attend various short courses offered at the University during the year. Short non- award courses for a variety of occupations such as public administration, human resources management, and management courses for local government are conducted as well.

In co- operation with the Australian International Development Assistance Bureau (AIDAB) and the Overseas Student Office of the Commonwealth Department of Employment Education and Training, the University enrols a number of overseas students each year. Most University courses have been approved for offering on a full- fee paying basis to overseas students.

There are also a variety of exchange arrangements with several overseas universities including Sophia, Okayama, Yamaguchi, Guelph, the Beijing Second Foreign Language Institute and the Shanghai International Studies University.

Equity Programs

The University of Canberra is committed to a policy of equal opportunity in education. The University affirms its continuing opposition to unfair discrimination on any grounds consistent with Commonwealth and ACT legislation. This commitment accords with the maintenance of academic standards, and supports the principle that students are selected and progress on merit. The University will continue to develop procedures and practices to ensure equitable treatment of all students and potential students concerning recruitment, admission and academic progress, as well as University facilities and services. A copy of the University's policy on equal opportunity in education is available on request from the Equity Office.

The University has taken positive action to implement initiatives aimed at increasing access and participation of under- represented or disadvantaged social groups.

Equity programs currently include:

assistance for students with disabilities;

measures to increase participation of women in engineering programs;

special assistance program for students from non- English speaking backgrounds;

community liaison - rural areas outreach;

Access Scheme - - alternative admission for students from an educationally disadvantaged background;

educational support and Foundation Program for Aborigines and Torres Strait Islanders;

Science Resource Centre;

Mathematics Laboratory;

study skills assistance;

childcare on campus;

student loans;

procedures for dealing with sexual harassment.

Refer to the Index in the Handbook for details of the location of each program

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Course Enrolment Offered in 1995

Newly enrolling students may be admitted to the following courses, undertaking specialisations where listed, which lead to awards as indicated.

Course/Specialisation Award Abbreviation Code Faculty

BACHELOR COURSES

Accounting BCom Accounting 240 Management

Administration BA Administration 002 Management

Applied Economics B App Economics 278 Management

Applied Physics BAppSc Applied Physics 096 Inf Sciences & Engineering

Applied Science

(Analytical Chemistry) BAppSc(Hons)* 223 Applied Science

(Applied Ecology) BAppSc(Hons)* 223

(Applied Psychology) BAppSc

(Clinical Biochemistry) BAppSc(Hons)* 223

(Conservation of BAppSc

Cultural Materials) 062

BAppSc(Hons)* 223

(Cultural Heritage

Management) BAppSc 062

BAppSc(Hons)* 223

(Environmental and

Analytical Chemistry) BAppSc 062

(General Studies) BAppSc 062

BAppSc(Hons)* 223

(Geology) BAppSc(Hons)* 223

(Human Biology) BAppSc 062

(Human Physiology) BAppSc(Hons)* 223

(Immunology) BAppSc(Hons)* 223

(Medical Laboratory

Science) BAppSc 062

(Microbial Ecology) BAppSc(Hons)* 223

(Nutritional Science) BAppSc 062

(Remote Sensing and

Geographical Info Systems) BAppSc(Hons)* 223

(Resource and Environmental

Science) BAppSc 062

(Water Science) BAppSc(Hons)* 223

Architecture BArch** 038 Environmental Design

Banking and Finance BCom Banking and Finance 241 Management

Communication

(General Studies) BA Communication 105 Communication

(Advertising/Marketing) BA Communication 105

(Journalism) BA Communication 105

(Media Analysis and

Production) BA Communication 105

(Organisational Comm'n) BA Communication 105

(Professional Writing) BA Communication 105

(Public Relations) BA Communication 105

Communication (Honours) BA(Hons) Communication* 254 Communication

Computer Science BAppSc Computer Science 123 Inf Sciences & Engineering

BAppSc(Hons)

Computer Science* 253

Computing Studies BA Computing Studies 011 Inf Sciences & Engineering

BA(Hons) Computing Studies* 234

Construction Management and B Construction Management 269 Environmental Design

Economics and Economics**

Education

(Early Childhood) BEd 218 Education

(Primary) BEd 219

(Secondary) BEd 078

Education (conversion)

(Early Childhood) BEd 198 Education

(Primary) BEd 199

(Secondary) BEd 200

Electronics BAppSc Electronics 097 Inf Sciences & Engineering

Engineering

(Computer Engineering) BE Computer Engineering** 160 Inf Sciences & Engineering

(Electronics and BE Electronics and Communications

Communications Engineering** 258

Engineering)

Graphic Design B Graphic Design@@ 302 Environmental Design

Health Education BAppSc Health Education 025 Education

Human Resource Development BEd Human Resource

Development@ 291 Education

Industrial Design B Industrial Design** 041 Environmental Design

Landscape Architecture B Landscape Arch** 042 Environmental Design

Library and Information Studies BA Library and Information

Studies 143 Communication

BA(Hons)Library and Information

Studies* 262

Management Sciences BCom Management Sciences 242 Inf Sciences &

Eng/Management

Mathematics BAppSc Mathematics 159 Inf Sciences & Engineering

Modern Languages

(Chinese) BA Modern Languages 043 Communication

(Japanese) BA Modern Languages 045

(Spanish) BA Modern Languages 036

Nursing B Nursing 067 Applied Science

(1 yr conversion) BAppSc Nursing Science 134

(18 mth conversion) BAppSc Nursing Science 293

Office Management BA Office Management 205 Communication

Social Sciences BA Social Sciences 211 Management

Sports Studies

(Sports Administration) BA Sports Studies 127 Applied Science

(Sports Coaching) BAppSc Sports Studies 128

(Sports Media) BA Sports Studies 129

Tourism BA Tourism 204 Communication

DOUBLE DEGREES

Environmental Design/ BAppSc Environmental Design/ 300 Environmental Design

Architecture BArch**

With Law

Accounting/Laws BCom Accounting/LLB 285 Management

Administration/Laws BA Administration/LLB 283 Management

Applied Economics/Laws BApplied Economics/LLB**^ tba Management

Banking & Finance/Laws BCom Banking and

Finance/LLB 286 Management

Computer Engineering/Laws BE Computer 288 Inf Sciences &

Engineering/LLB** Eng/Management

Computing Studies/Laws BA Computing Studies/LLB** 284 Inf Sciences &

Eng/Management

Electronics & Communications BE Electronics and Communications

Engineering/Laws Engineering/LLB** 287 Inf Sciences &

Eng/Management

Environmental Design/Laws BAppSc Environmental

Design/LLB 281 Env Design/Management

Landscape Architecture/Laws B Landscape Arch/LLB** 282 Env Design/Management

Social Sciences/Laws BA Social Sciences/LLB** 289 Management

With Engineering

Applied Physics/Electronics & BAppSc Applied Physics/BE

Communications Engineering Electronics and Communications

Engineering** 272 Inf Sciences & Engineering

Computer Science/Electronics BAppSc Computer Science/BE

& Communications Electronics and Communications

Engineering Engineering** 275 Inf Sciences & Engineering

Electronics/Computer BAppSc Electronics/BE

Engineering Computer Engineering** 274 Inf Sciences & Engineering

Mathematics/Electronics & BAppSc Mathematics/BE

Communications Engineering Electronics and Communications

Engineering** 273 Inf Sciences & Engineering

POSTGRADUATE BACHELOR DEGREE

Laws LLB** 247 Management

ASSOCIATE DIPLOMA COURSES

Applied Science

(General Studies) Assoc Dip AppSc 149 Applied Science

Modern Languages

(Chinese) Assoc Dip Modern Languages 106 Communication

(Japanese) Assoc Dip Modern Languages 107

(Spanish) Assoc Dip Modern Languages 109

DIPLOMA COURSE

Education (Human Resource Dip Education Human Resource

Development) Development 292 Education

GRADUATE CERTIFICATE COURSES

Community Counselling Grad Cert Community

Counselling 260 Education

Environmental Education Grad Cert Environmental

Education 266 Applied Science

Human Resource Development# Grad Cert Human Resource

Development 290 Education

Information Technology

(Team Management) Grad Cert Information Technology

Team Management^ 294 Inf Sciences & Engineering

(Training) Grad Cert Information Technology

Training^ 295 Inf Sciences & Engineering

Management Studies# Grad Cert Management Studies 263 Management

Teaching English to Speakers

of Other Languages# Grad Cert TESOL 270 Education

GRADUATE DIPLOMA COURSES

Administration Grad Dip Administration 053 Management

Applicable Mathematics Grad Dip Applicable

Mathematics 162 Inf Sciences & Engineering

Applied Economics Grad Dip Applied Economics 090 Management

Applied Psychology Grad Dip Applied Psychology 248 Applied Science

Applied Science

(Cultural Heritage

Management) Grad Dip AppSc 151 Applied Science

(General Science) Grad Dip AppSc 151

(Nutritional Science) Grad Dip AppSc 151

(Public Health Nutrition) Grad Dip AppSc 151

(Resource Management) Grad Dip AppSc 151

Communication Grad Dip Communication 229 Communication

Community Counselling Grad Dip Community

Counselling 147 Education

Computing Studies Grad Dip Computing Studies 054 Inf Sciences & Engineering

Education (Secondary) Grad Dip Ed 220 Education

Electronics Grad Dip Electronics 034 Inf Sciences & Engineering

Environmental Education Grad Dip Environmental Ed 267 Applied Science

Human Resource Development Grad Dip Human Resource

Development 290 Education

Human Resource Management Grad Dip Human Resource

Management 238 Management

Industrial Relations Grad Dip Industrial Relations 157 Management

Information Sciences Grad Dip Information Sciences 225 Inf Sciences & Engineering

Information Studies Grad Dip Arts 164 Communication

Information Systems Grad Dip Information Systems 125 Inf Sciences & Engineering

Legal Studies Grad Dip Legal Studies 018 Management

Library and Information Grad Dip Library and

Management Information Management 163 Communication

Management Sciences Grad Dip Management Sciences 103 Management/Inf Sciences

& Engineering

Marketing# Grad Dip Marketing@ 279 Management

Nursing Grad Dip Nursing 181 Applied Science

Office Management Grad Dip Office Management 209 Communication

Professional Communication

(Advertising/Marketing) Grad Dip Professional

Communication 231 Communication

(Broadcast Journalism) Grad Dip Professional

Communication 231

(Media) Grad Dip Professional

Communication 231

(Organisational Grad Dip Professional

Communication) Communication 231

(Professional Writing) Grad Dip Professional

Communication 231

(Public Relations) Grad Dip Professional

Communication 231

Special Education Grad Dip Special Education 056 Education

Statistics Grad Dip Statistics^ 007 Inf Sciences & Engineering

Taxation Grad Dip Taxation^ 298 Management

Teaching English to Speakers

of Other Languages Grad Dip TESOL 114 Education

Technological Sciences Grad Dip Technological Sciences 224 Inf Sciences & Engineering

Tourism Management Grad Dip Tourism Management 222 Communication

MASTERS DEGREE COURSES

Administration (by thesis) MA Administration 049 Management

Applied Science (by thesis or by coursework)

(Conservation of Cultural MAppSc

Materials) 156 Applied Science

(Cultural Heritage

Management) MAppSc 156

(General Studies) MAppSc 156

(Resource Management) MAppSc 156

Architecture (by thesis) MArch 192 Environmental Design

Business Administration M Business Administration 118 Management

(by coursework)

Communication MA Communication 230 Communication

(by thesis)

Community Education MA Community Ed 271 Education

(by coursework)

Construction Management and M Construction Management

Economics (by thesis) and Economics 277 Environmental Design

Corporate Law (by thesis) M Corporate Law** 255 Management

Counselling MEd Counselling 228 Education

(by coursework)

Education

(by thesis or

thesis/coursework) MEd 055 Education

(by coursework) MEd 239

Engineering (by thesis) ME 178 Inf Sciences & Engineering

Environmental Design (by thesis) M Environmental Design 158 Environmental Design

Environmental Education M Environmental Education 268 Applied Science

(by coursework)

Industrial Design (by thesis) M Industrial Design 196 Environmental Design

Information and Technological

Sciences (by thesis) MAppSc Information and

Technological Sciences 233 Inf Sciences &Engineering

MA Information and

Technological Sciences 226

Information Studies MA 165 Communication

(by thesis)

Information Technology M Information Technology^ 296 Inf Sciences & Engineering

(by coursework)

Landscape Architecture

(by thesis) M Landscape Arch 195 Environmental Design

Laws (by coursework) M Laws^ 303 Management

Nursing M Nursing 221 Applied Science

(by thesis or coursework)

Professional Accountancy M Professional Accountancy^ 311 Management

(by coursework)

Public Administration M Public Administration 133 Management

(by coursework)

Sports Medicine M Sports Medicine 280 Applied Science

(by coursework)

Sports Studies (by thesis)

(Biomechanics) MAppSc Sports Studies 191 Applied Science

(Exercise Physiology) MAppSc Sports Studies 191

(Motor Learning) MAppSc Sports Studies 191

(Sports Administration) MA Sports Studies 144

(Sports Humanities) MA Sports Studies 144

Taxation (by coursework) M Taxation^ 297 Management

Teaching English to Speakers

of Other Languages MA TESOL 115 Education

(by coursework)

Urban and Regional Planning M Urban and Regional Planning 110 Environmental Design

(by thesis)

DOCTORAL DEGREE COURSES

offered by the Faculties listed:

PhD 232 Applied Science

PhD 246 Communication

PhD 208 Education

PhD 235 Inf Sciences & Engineering

PhD 244 Management

^Courses to be accredited

@Proposed award titles - to be confirmed

@@Proposed award with Honours

*Honours degree courses

**These courses are available with honours to meritorious students.

= Full fee paying course

Facebook

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Organisation

- Council
- Chancellor of the University
- The Council
- Committees of Council
- Academic Board
- Faculty Boards

Council

The governing authority of the University is the Council. Its membership comprises the Chancellor; the Vice- Chancellor; seven persons appointed by the Governor- General; two persons appointed by the Chief Minister of the Australian Capital Territory; one person (not being an employee or student of the University) elected by graduates of the University and of the College; three members of the academic staff elected by members of that staff; one member of the general staff elected by members of that staff; two students of the University elected by students of the University to represent undergraduate and postgraduate students; and the person or persons (if any) appointed under the following provision - - where the Council considers that it is necessary to appoint one or two extra members of the Council to enable the Council to perform its functions efficiently, the Council may appoint a person or persons as a member or members of the Council.

Chancellor of the University

Emeritus Professor D.R. Horne, AO, Hon DLitt (UNSW), Hon DUniv (Griffith)

The Council

Members as at 30 September 1994

Appointed by the Governor- General

Meredith Ann Edwards, BCom (Hons)(Melb), PhD (ANU) - - appointed to Council 7 February 1990; re- appointed from 1 January 1993; present tenure expires 31 December 1996.

Collin William Martin Freeland, AO, BE (Hons) (UNSW) - - appointed to Council 7 May 1992; present tenure expires 6 May 1996.

Wendy Joan Guest, BA Com (Mitchell CAE) - - appointed to Council 7 May 1992; present tenure expires 6 May 1996.

Ian Mackintosh, BCom (Auck), ACA, CPA - - appointed to Council 7 February 1990; re- appointed from 7 January 1993; present tenure expires 31 December 1996.

Wendy Elizabeth McCarthy, AO, BA, DipEd (NE) - - appointed to Council 7 May 1992; present tenure expires 6 May 1996.

Deidre Francis O'Connor, BA, LLB (Hons) (Syd), DipEd (NE) - - appointed to Council 1 January 1993; present tenure expires 31 December 1996.

John Michael Penfold Radik, BSc (ANU), Grad Dip Computing Studies (Canberra CAE) - - appointed to Council 7 May 1992; present tenure expires 6 May 1996.

Appointed by the Council

Donald Richmond Horne, AO, Hon DLitt (UNSW), Hon DUniv (Griffith) - - appointed as Chancellor 1 January 1992; re-appointed as Chancellor 1 January 1994; present tenure expires 31 December 1995.

Peter McGhie, MA (Hons)(Well) -- appointed to Council 7 July 1993; present tenure expires 6 July 1995.

Cheryl Vardon, -- appointed to Council on 28 September 1994; present tenure expires 31 May 1995.

Appointed by the Chief Minister of the Australian Capital Territory

Howard William Powell, AM, Bsc (Syd) -- appointed to Council 13 September 1994; present tenure expires 12 September 1998.

Kaye Price, -- appointed to Council 13 September 1994; present tenure expires 12 September 1998.

Elected by the Academic Staff

Clementina Annice, BEd (WAIT), MA (Reading), EdD (W Virginia) - - elected to Council 27 September 1986; re- elected 27 September 1988, 27 September 1990 and 27 September 1992; re-elected 27 September 1994; present tenure expires 26 September 1996.

James Robert Hanratty, BEc (Syd), MSc(Econ) (Lond) - - elected to Council 27 September 1986; re- elected 27 September 1988, 27 September 1990 and 27 September 1992; re-elected 27 September 1994; present tenure expires 26 September 1996.

Graham Murray Taylor, MSc (UNSW), PhD (ANU) - - elected to Council 27 September 1993; present tenure expires 26 September 1995.

Elected by the General Staff

Wendy Dunne - - elected to Council 3 June 1993; re- elected 27 September 1993; present tenure expires 26 September 1995.

Elected by the Graduates

Patricia Mary Cooper, MEd (Canberra CAE) - - elected to Council 27 September 1991; re- elected 27 September 1992; re-elected 27 September 1994; present tenure expires 26 September 1996.

Elected by the Students

Jason Wood - - elected to Council 27 September 1993; re-elected 27 September 1994; present tenure expires 26 September 1995.

Roslyn Denise Hughes, BSoc Stud, MSW (Qld), BA (ANU), MPublic Administration (UC) - - elected to Council 27 September 1994; present tenure expires 26 September 1995.

Member Ex Officio

Donald Alexander Aitkin, MA (NE), PhD (ANU), FASSA, Vice-Chancellor

Committees of Council

Audit Committee

Chair: Mr C Freeland

Members:

External member of Council Mr P McGhie

External member of Council Mr J Radik

University staff member with relevant expertise Professor B Andrew

The Deputy Vice-Chancellor (Administration) and the Manager, Administrative Services Division, attend all meetings.

Buildings and Site Committee

Chair: Associate Professor J McMaster

Members:

Vice- Chancellor Professor D Aitkin

Deputy Vice- Chancellor (Administration) Dr J Grant

a student to be announced

external members of Council Mr C Freeland

Ms W Guest

Ms W McCarthy

Mr J Radik

an academic staff member of Council to be announced

a staff member from the Faculty of Environmental Design Ms K Wellman

Chair, Students with Disabilities Sub- Committee Associate Professor A Shaddock

Equal Opportunity Committee

Vice- Chancellor (ex officio) Professor D Aitkin

Equity Officer (ex officio) Ms D Coward

one representative of the Ngunnawal Centre Ms S O'Neil

one representative from the Vice- Chancellor's Advisory

Committee Associate Professor J McMaster

one nominee of the Vice- Chancellor Vacant

one undergraduate student nominated by the

Students' Association to be announced

one postgraduate student nominated by the Canberra

University Postgraduate Association to be announced

an external member of Council Ms W Guest

a staff member of Council to be announced

one representative of the Association of Academic Staff Dr G Singleton

one representative of the general staff Ms C Best

Chair of the Students with Disabilities Committee

or nominee Ms C Stokes (student)

Sub- committees: Sexual Harassment Committee; People with Disabilities Committee

Finance Committee

an external member of Council as Chair Mr I Mackintosh

Vice- Chancellor Professor D Aitkin

external members of Council Mr C Freeland

Mr J Radik

two academic staff members of Council Associate Professor C Annice

Mr J Hanratty

a student member of Council to be announced

the general staff member of Council Ms W Dunne

Deputy Vice- Chancellor (Administration) Dr J M Grant

Sub- committees: Academic Staff Committee; General Staff Committee.

Futures Committee

Chair: Emeritus Professor D R Horne

Members: Justice D F O'Connor

Professor J M C Brine

Dr M Edwards

Mr J R Hanratty

Ms W Dunne

Professor P W Cullen

Mrs L V Jennings

Professor D Aitkin

Student member of Council

Institutional Ethics Committee

This is a statutory committee established under the *ACT Animal Welfare Act* 1992.

Animal Experimentation Ethics Sub-committee

Chair: Associate Professor I G O'Brien

Members: Ms A Ackroyd

Mrs S Bachelard

Mr R Begbie

Dr L Hinds

Dr P Horn

Mr A Howkins or his nominee

Dr R Meischke

Mr B Pentony

President of Students' Association, or nominee

The Reverend D Webster

Nominee of the Director of the ACT Department of Environment, Land and Planning'd Parks and Conservation Service

Human Experimentation Ethics Sub-committee

Chair: Ms A McMahon

Members: Mrs S Bachelard

Dr D Eager

Dr P Horn

Mr A Howkins or his nominee

Ms C Kayrooz

Associate Professor I G O'Brien

Mr B Pentony

President of Students' Association, or nominee

Ms M Proctor

Associate Professor A Roberts

Dr K Shannon

Brigadier D Tier

The Reverend D Webster

These Committees are established to monitor the use of human and animal subjects in teaching and research experimentation.

Legislation Committee

Chair: Mr C W M Freeland

Members: Professor R Tomasic

Ms C Duggins (Office of the Parliamentary Counsel)

Mr G Dennett (Secretary)

Dr J M Grant

Student Conduct Committee

Chair: Professor D Aitkin, the Vice- Chancellor

Members: Ms A Burrett, the Registrar

Professor R Tomasic, a professorial member of

the academic staff (who is not a Dean)

A student member of Council

Ms L O'Brien, a member of the general or academic staff

Student Conduct Appeals Board

Chair: Mr C Freeland, a member of Council not a student or staff member

Members: Two members of Council, names to be announced.

Student Services Committee

Membership

Member of Council (Chair)

Director of Student Services

Dean of Students

President of the Students' Association (or nominee)

President of CUPA (or nominee)

Chair, Union Board (or nominee)

Chair, Academic Support Sub-committee

Chair, Welfare Sub-committee

Director, Residences

Sub-committees: Academic Support; Welfare.

Council Representative on University Union Board of Management

Ms W Dunne

Academic Board

The University Act establishes the Academic Board which, subject to the Statutes, is responsible under the Council for all academic matters relating to the University; and may advise the Council on any matter relating to education, learning or research or the academic work of the University. The Board consists of the following members:

The Vice- Chancellor or his or her nominee; six Deans of Faculties; two heads of designated bodies; any member of the academic staff who has been appointed as Professor by the Council, and who is not a member of the Board; one academic staff member of each Faculty Board chosen by resolution of the Faculty Board; three members of the academic staff elected by members of that staff to be members of the Council; two members elected from among their number by the students of the University; two students of the University elected by students of the University to be members of the Council; the person or persons (if any) appointed by the Council after receiving the advice of the Board. The (elected) chair of the Board is currently Professor R.D. Traill; the Board has elected Professor R Tomanic as Deputy chair.

Faculty Boards

The University currently offers courses through six Faculties: Applied Science, Communication, Education, Environmental Design, Information Sciences and Engineering, Management. Under the authority of the Academic Board, each Faculty has a Board of Studies with staff and student members. Faculty Boards make decisions related to course and student matters.

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Senior University Staff

- Secretariat

Vice- Chancellor

Professor D.A. Aitkin, MA (NE), PhD (ANU), FASSA

Deputy Vice- Chancellor (Academic)

Professor I. Moses, Dipl Soz Wirt (Erlangen- Nurnberg), Grad DipEd (DDIAE), MA, PhD (Qld), Hon DLitt (Technol, Syd)

Deputy Vice- Chancellor (Administration)

J.M. Grant, BSc, PhD (UNSW), DipEd (Syd), FACE

Dean, Faculty of Applied Science

A.W. Cripps, BSc (Hons) (NE), PhD (Syd)

Dean, Faculty of Communication

B. Stoddart, MA (Cant), PhD (W Aust)

Dean, Faculty of Education

J.C. Walker, BA, Dip Ed, MEd, PhD (Syd), FACE (to 31/12/94)

Dean, Faculty Environmental Design

J.M.C. Brine, BArch, Dip TRP (Melb), PhD (Adel), FRAIA, FRAPI

Dean, Faculty of Information Sciences and Engineering

G.H. Pollard, BSc (Syd), MSc, PhD (ANU), AMusA, FSS

Dean, Faculty of Management

J.C. McMaster, MCom (Econ) (UNSW)

Manager, Academic Services and Registrar

A.J. Burrett, Cert Ed (Lond), BAppSc (CCAE), Grad Dip Administration (UC), BLitt (Hons) (Deakin)

Manager, Administrative Services and Chief Accountant

G.W. Freebody, ACA, CPA

Manager, Information Services and Librarian

L.V. Jennings, BA, MLib, MCom (UNSW), AALIA

Dean of Students

M. Bettle, BA, Cert Ed (Camb)

Associate Dean of Students

To be announced

Dean of Student Residences

H.E. Coventry, BA (ANU), M Public Administration (CCAE), BA Adult Education (UC)

Secretariat

Responsibilities

· to service the University Council and some other major University committees; to produce the University's official publications; to oversee FOI, Privacy Act, copyright and legislation matters; to provide support to the Vice-Chancellor and Deputy Vice-Chancellors as necessary.

Enquiries: 1D95 (06) 201 2613

Secretary to Council and Assistant Registrar

G.R. Dennett, BSc, DipEd (Syd)

Manager, Official Publications

R.B. Richards, BA (ANU)

Administrative Officer

H.M. Maxwell, BA Modern Languages (UC)

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Academic Services Division

- Academic Services Office
- Centre for the Enhancement of Learning, Teaching and Scholarship (CELTS)
- Equity Office
- Health and Counselling Services
- Planning and Statistics Office
- Student Administration
- Student Residences
- Study Skills Centre

Manager and Registrar

A.J. Burrett, Cert Ed (Lond), BAppSc (CCAE), Grad Dip Administration (UC), BLitt (Hons) (Deakin)

Academic Services Office

Responsibilities

· to provide support for the University committees responsible for the development and implementation of policy on teaching and learning, research, teaching grants, course development, and higher degrees and scholarships.

Enquiries: 1D103 (06) 201 2154.

Assistant Registrar (Academic Services)

K. Bissel, BA (NE), DipEd (Syd), Grad Dip Social Communication (Hawkesbury AC)

Academic Services Officer

S.R. Harding, BA Librarianship (CCAE), AALIA

Administrative Officers

M. Christensen

B. Fisher

Careers and Employment Service

Responsibilities

· To a assist students to make informed career choices, to enhance their skills in seeking both part-time and full-time employment.

Enquiries: 1B18 (06) 201 2362

Director

K. Gemmell, BA (N'cle, NSW), BA SocSc (C. Sturt)

Careers Office

B. Lacey, BA Administration (UC)

Centre for the Enhancement of Learning, Teaching and Scholarship (CELTS)

Responsibilities

· The Centre is an academic unit which aims to support academic staff of the university by assisting them to enhance the quality of their academic work. The Centre is housed in a specially designated area on level D of the Library Building.

Enquiries: 8D26 (06) 201 5290

Director and Associate Professor in Higher Education

S. Johnston, BPharm, DipEd, BEdSt, MEdSt, PhD (Qld)

Lecturer

D. Adams, TC, BEd, BA, MLitt (NE)

Project Officer

C. McCormack, BA (Hons) (ANU), DipEd (CCAE), Dip Urban & Regional Planning (NE)

Administrative Assistant

K. Brookes

Equity Office

Responsibilities

· to assist in developing plans and programs for the University to comply with legislation and government policy on human rights, equal employment opportunity, affirmative action and student equity.

Enquiries: 1D120 (06) 201 2148

Equity Officer

D.E. Coward, BA, DipEd (Qld), Grad Dip Recreation Planning (CCAE)

Equity Officer - - Disabilities

J.H. Galvin, BA (Macq), MEd (Syd), DipEd. Dip TD (Sydney TC)

Health and Counselling Services

Responsibilities

· to provide a year- round full- time service for the students and staff of the University.

Enquiries: 1B124 (06) 201 2351/2358

Co- ordinator

Dr C Shannon, MB, BS (Qld)

Doctors

C. Shannon, MB, BS (Qld)

R.A. Newbery, MB, BS (UNSW)

K. Nogrady, MB, BS (Syd)

D. Coote, MB, BS (Qld)

Personal Counsellors

P.A. Gray, Cert. Teaching (Wagga TC), BA (Psych), M Clinical Psych (ANU), Dip Clin Hypnosis

Residential Student Counsellor

J. Smith, BA, Grad Dip App Psych (Adel)

International Student Counsellor

M. Chua, BA (ANU), Grad Dip App Psych (Flin)

Registered Nurses

L. Dalla Torre, RN, BAppSc Nursing (UC)

H. Walker, RN

Physiotherapists

S. Rodda, BAppSc (Phty) (Adel)

T.Hegyi, BAppSc (Sports Science) (CCAE), BAppSc (Phty) (Syd)

Dentist

P. Taylor, BDS (Syd)

Dietitian

C. Salisbury, BA, BSc, Grad Dip Nut & Diet (Syd)

Office Manager

J. Smith

Planning and Statistics Office

Responsibilities

· to provide information and advice to University management and outside bodies, based on the application of quantitative and qualitative analysis of data.

Enquiries: 1D107 (06) 201 2426

Assistant Registrar (Planning and Statistics)

G.N. Appleby, BSc (Vic, BC)

Administrative Officer

G.K. Tarrant, BAgEc, Dip BusStud (NE)

Student Administration

Responsibilities

· to administer admissions, enrolment, student progress, end- of- semester examinations, student residential accommodation, student loans, Higher Education Contribution Scheme (for DEET), scholarships; to maintain student information systems.

Enquiries: Reception Desk, Building 1 Annexe (06) 201 2225.

Director

R. Kominek, BA Mathematics (CCAE)

Section Manager

C. Cottam, BA Administration (UC)

Administrative Officers

Admissions - - D. Roberts, BA Secretarial Studies (CCAE)

Enrolment - - vacant

Examinations, Student Records, Enquiries - - D. Jackson

Graduate Employment Officer - - B. Lacey, BA Administration (UC)

HECS Officer - - N. Rendina

Progress - - C. Best

Scholarships - - N. Piper, BAppSc Sports Studies (UC)

Systems Management - - B. Cattanach

Student Residences

Responsibilities

· to provide on-campus accommodation and associated services to students.

Enquiries: 1B100 (06) 201 2921

Manager

K. Hyland

Study Skills Centre

Responsibilities

· to offer students assistance to deal with all aspects of study including specific skills and attitudinal issues.

Enquiries: 1B5 (06) 201 2361

Co- ordinator

I. Rae, BA (ANU), BA Modern Languages, Grad Dip Communication (UC), AFAIM

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Administrative Services Division

- Accounts Office
- Finance and Budget Office
- International Office
- Property Unit
- Public Relations Office
- Purchasing and Stores
- Staff Office

Manager and Chief Accountant

G.W. Freebody, ACA, CPA

Accounts Office

Responsibilities

· to process all of the University's financial transactions; to maintain the University's financial data on the computerised and integrated Financial Management Information System; and to prepare various period and annual financial reports and statements for various internal and external users.

Enquiries: 1B109 (06) 201 5117

Operations Accountant

G. Foran, MNIA

Systems Accountant

R.A. McLean, BA Accounting (CCAE), CPA

Reporting Accountant

B.E. Weeden, CPA

Finance and Budget Office

Responsibilities

· to provide budget advice and collation, budget monitoring, preparation of administrative budgets, management of cash balances.

Enquiries: 1D110 (06) 201 2037

Assistant Registrar (Finance)

M.L. Betts, BEc (Syd), CPA

Administrative Officer

W. Dunne, ANIA

International Office

Responsibilities

· to identify and develop international opportunities for the University through activities such as the development of international staff and student interchange programs, the fostering of relationships and common interests with Universities abroad and the design and co- ordination of international marketing of University courses.

Enquiries: 1B142 (06) 201 2163

Director

R.J. Latta, BA Mathematics, Grad Dip Computing Studies (CCAE)

Deputy Director

S.J. Lambert, BAppSc (CCAE)

Administrative Officer

J. Mountseer

Welfare Officer

N. Fleming, BA (ANU)

Property Unit

Responsibilities

· buildings and grounds maintenance, major and minor construction, parking, cleaning, security, car pool, Jervis Bay Field Station, lecture and tutorial timetabling, and official travel.

Enquiries: 1C78 (06) 201 5099

Property Administrator

W.G. Vincent

Project Manager

T. El-Ansary, BE (Civil) (W'gong), MIEAust, CPEng

Timetable Officer

V. Mayer

Public Relations Office

Responsibilities

· Marketing, public relations, media liaison, University newspaper *Monitor*, student recruitment, advertising, Open Day, corporate image, graphic design, promotional literature.

Enquiries: 1B148 (06) 201 2560

Director

L. Elliott, BA Commn, Grad Dip Marketing (Mitchell CAE)

Community Liaison Officer

G.R. Draper

Editor, University Newspaper

M.A. Bromley, BA Commn (Mitchell CAE)

Graphic Designer

To be announced

Purchasing and Stores

Responsibilities

· Procurement of goods and services; recording and control of University's portable assets; some insurance matters; Bulk Stationery Store; Lost Property Office.

Enquiries: 1D113 (06) 201 5015

Purchasing Officer

O. McElhinney

Assets Officer

N. Fennis

Staff Office

Responsibilities

· industrial relations and human resource development matters; staff recruitment and selection; personnel, payroll, superannuation matters; rehabilitation, occupational health and safety.

Enquiries: 1D126 (06) 201 5078

Director of Human Resources

to be announced

Staff Registrar

J.J. Ellis, DipIndChem, MBA (SAIT), MIPMA, FAIM, FAICD

Senior Administrative Officer

P. Hunt, DipT (Nth Syd Cath TC), B Bus Mgt (Human Res Mgt) (QUT)

Personnel Matters

Enquiries: 1D121 (06) 201 2188

Personnel Managers

A.J. Masterman, BSc (Maths) (Portsmouth Poly), Grad Dip Computing Studies (CCAE)

R.F. Tuckerman, AASA, MIPMA

Senior Personnel Officers

M. Fairweather, DipAppSc, BA Administration (CCAE), Grad Dip Community Counselling (UC), RN

F.M. Carswell

R. Dunn, BA Modern Languages (CCAE), Grad Dip International Law (ANU)

S.L. Jones (on leave)

Occupational Health and Safety Officer

L.G. Hogg, MSIA, MESA

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Information Services Division

Manager and Librarian

L.V. Jennings, BA, MLib, MCom (UNSW), AALIA

Responsibilities

· To provide information and communication services and related infrastructure (including library, computing, networking, database, audiovisual, printing, PABX, registry and mail services) and to train University staff and students in the use of these services.

Enquiries: 8C13 (06) 201 5092

Program Directors

Client Relations Program

G.P. Jones, BA (Flin), Dip Librarianship (CCAE), M Public Law (ANU), AALIA

Training Program

IT User Support Program

IT Infrastructure Program

L.S. O'Brien, BEd (Syd), Grad Dip Library Sc (KCAE), AALIA, MACS

Research and Innovation Program

R.I. Thompson, BSc (UNSW), MACS

Program Managers

Client Relations Program

H. Todd, BA Librarianship (CCAE), AALIA

IT Infrastructure Support Program

D.L. Child, BA Computing Studies (CCAE)

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Academic Support Unit

Responsibilities

· to provide individual consultations and small group workshops in language and study skills for all students from non-English speaking backgrounds.

Enquiries: 1C8 (06) 201 2124

Convener

P. McDonald, BA (Macq), T Cert (Aust School Pacific Admin), MEd (UC)

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Ngunnawal Centre for Aboriginal and Torres Strait Islander Education

Responsibilities

· to provide academic and social support programs to Aboriginal and Torres Strait Islander students across all faculties.

Enquiries: 7B6 (06) 201 2998

Aboriginal Liaison Officer

S. O'Neil

Foundation Year Program Co- ordinator

F.J.R. Wyllie, BEcon (Qld), BA (ANU), Assoc Dip Creative Arts (Brisbane CAE), Grad Dip Ed (Distn) (Sydney CAE)

Lecturer

A. Shaddock, BA, DipEd (NE)

Tutor

J. Haines, BEd (UC)

Executive Officer

R. Homem

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University Union

Responsibilities

· to provide a range of services including food and beverages, entertainment, sports facilities, recreational courses, retail operations, clubs and societies, meeting and function facilities, theatre and gallery.

Enquiries: 1B off central concourse (06) 201 5055

General Manager

Catherine Andrews

Operations Manager

Andrew McLean, BA Social Sciences (CCAE)

Manager Finance and Accounting

Rick Alvarez, MBus (UTS), CPA

Food Services Manager

David Danes, HCN (Lond), AGPC

Office Manager

Jean Slater

Sports Centre Co- ordinator

Paul Sloan, BEd (UC)

Programs and Promotions

Brigid Walsh, BAppSc Sports Coaching (UC), (acting)

Retail Manager

Vicky Miers

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Faculties

- Faculty of Applied Science
  - Research Centres
  - School of Human and Biomedical Sciences
  - Centre for Biomedical Sciences
  - Centre for Applied Psychology
  - Centre for Sports Studies
  - School of Nursing
  - School of Resource, Environmental and Heritage Sciences
  - National Centre for Cultural Heritage Science Studies
- Faculty of Communication
  - School of Communication, Media and Tourism
  - School of Information, Language and Culture
- Faculty of Education
  - Curriculum Resources Centre
  - Centre for Teaching English to Speakers of Other Languages (TESOL)
  - Schools and Community Centre
  - UnitroniCs
- Faculty of Environmental Design
  - Architecture
  - Construction Management and Economics
  - Landscape Architecture
  - Industrial Design
  - Graphic Design
  - National Centre for Value Management
  - University of Canberra (R + D) Research, Development, Design
  - Research Centre in Cultural Heritage Conservation Studies
- Faculty of Information Sciences and Engineering
  - Computing Program
  - Electronics, Engineering and Applied Physics Program
  - Mathematics/Statistics Program
  - The Australian Network for Research and Technology Policy (NEXUS)
- Faculty of Management
  - School of Accounting and Finance
  - School of Administrative Studies
  - School of Economics, Banking and Marketing
  - School of Law
  - Australian Centre for Local Government Studies (ACLGS)
  - Centre for National Corporate Law Research (CNCLR)
  - Centre for Research in Public Sector Management (CRPSM)
  - Professional Development Short Courses Program (PDSC)
  - National Centre for Social and Economic Modelling (NATSEM)

Faculty of Applied Science

Dean of Faculty and Professor of Health Sciences

Professor A.W. Cripps, BSc, (Hons) (NE) PhD (Syd)

Deputy Dean

A.M. McMahon, BA (Tas), MA (ANU), ALA, ALAA, MAPsS

Executive Officer

R. Parolin

Business Manager

A.B. Howkins, FAIST

Science Resource Centre

Director

Dr J. Dearn

Research Centres

Co- operative Research Centre for Freshwater Ecology

Water Research Centre

Director and Professor of Resource Science

P.W. Cullen, MAgrSc, DipEd (Melb), FTS,

Applied Ecology Research Centre

Director and Associate Professor in Applied Ecology

A. Georges

Centre for Australian Regolith Studies

Directors

Dr K.G. McQueen (University of Canberra)

Dr R.A. Eggleton (Australian National University)

Microbiology Research Unit

Director

A.J. Sheehy

Postdoctoral Fellow

A.C. Greene, BSc, PhD (UNSW)

Research Centre for Human and Biomedical Science

Contact

Dr J. Anson

Centre for Analytical and Environmental Chemistry

Director

Associate Professor I. O'Brien

Research Centre in Cultural Heritage Conservation Studies

Directors

Professor C. Pearson

Professor K Taylor (Faculty of Environmental Design)

Remote Sensing Reference Centre

Director

Dr B.J. Button

School of Human and Biomedical Sciences

Head of School and Associate Professor in Sports Studies

A.D. Roberts, MEd, PhD (WAust)

Adjunct Professor in Sports Medicine

P.A. Fricker, MB.BS (UNSW), FACSM, FASMF, FACSP

Centre for Biomedical Sciences

Director and Lecturer

P.L. Horn, DVM (Michigan State), PhD (Calif)

Associate Professor in Chemistry

I.G. O'Brien, Dip App Chem, TTTC (Vic), BSc (Melb), PhD (ANU), C Chem, FRACI

Senior Lecturers

K. Cashel, BSc (Adel), MSc (Lond) Grad Dip Nutr & Diet (Syd)

S.H.H. Chaston, ASTC (Chem Eng), BSc, PhD (UNSW), DipEd (Syd)

A.D. DiMichiel, BSc, PhD (UNSW), Grad Dip Electronics (CCAE)

P.M. Greenham, BSc, PhD (ANU)

A.J. Sheehy, Dip App Sc (RMIT), BAppSc (CCAE), MAppSc (NSWIT)

Lecturers

J. Anson, BSc (Monash), PhD (ANU), Grad Dip Ed (CCAE), MAPsS

V. Deakin, BSc, Dip T (N'cle NSW), Grad Dip Nutr & Diet (Flin)

D. Eager, MB BS (UNSW)

E. Narkiewicz, MB BS (Warsaw), PhD (ANU)

Associate Lecturer

P.D. Kitchener, BSc (Hons) (Well), PhD (UWA) (from 30/1/95)

Centre for Applied Psychology

Professor in Psychology

M. Carroll, BA, PhD (Otago), MAPsS

Senior Lecturer

A. McMahon, BA (Hons) (Tas), MA (ANU), ALA, ALAA, MAPsS

Lecturers

A. Mak, MSocSc (HK), PhD (ANU), MAPsS, MBPsS, MHKPsS

A. McGown, RN, RM, RPN, DipAppSc (QIT), BA (Qld), Dip Psych (Tas), MA (ANU), FCNA

Centre for Sports Studies

Associate Professor in Sports Studies

A.D. Roberts, MEd, PhD (W Aust)

Director and Senior Lecturer

J.B. Gross, Dip PE (Otago), MSc (Wat), PhD (Iowa), MAPsS, NZTTC

Lecturers

P. Denham- Mason, BS, MS (Oregon)

A. Faccioni, BSc (ANU)

D.C. Klein, BSc (West Chester), MEd (Temple), PhD (New Mexico)

M.G. Phillips, BA (Qld), DipEd (Brisbane CAE), PhD (Qld)

M.G.L. Sayers, BAppSc Sports Studies (CCAE), MAppSc Sports Studies (UC)

School of Nursing

Head of School and Professor of Nursing

J.A. James, RN, RM, DNE (NSW Coll Nursing), BHA (UNSW), MEd (CCAE), FCN (NSW), FCHSE, FINA (NSW, ACT)

Senior Lecturers

C. O'Meara, RN, RM, Cert Perinatal Nursing, BAppSc Nursing Science (CCAE), MEd (UC), FRCNA

M. Proctor, RN, BScN, MSc (Nursing) (Tor), FRCNA

L. Reaby, RN, BSc Nursing (Avila Coll), Cert Reg Nurse Anaesth (Kansas), Grad Dip Ed, MEd (CCAE)

Lecturers

R. Bettiens, RN, RM, Dip Nursing Ed (Coll Nursing Aust), BA (ANU), MEd (UC)

L. Grealish, RN, Dip Nursing (Al), Grad Dip Nursing Studies (Ed) (Armidale CAE), Oncol. Cert, (NSW), MNursing (UC), MCN (NSW), MRCNA

M. Johnson, RN, BAppSc (Adv Nursing), MAppSc (Nursing) (Cumberland Coll), MCN (NSW)

E. MacKinlay, RN, RM, Dip Nursing Ed (Coll Nursing Aust), BA (Macq), BTh (St Marks), MEd (CCAE), FRCNA

J. Taylor, RN, RM, BAppSc Nursing Science (CCAE), MNursing (UC), FRCNA

C. Trevitt, RN, RM, BAppSc Nursing Science (CCAE), MNursing (UC)

S. Trick, RN, DipAppSc Nursing Science (CCAE), BA (ANU), Grad Dip Community Counselling, MNursing (UC), FRCNA

School of Resource, Environmental and Heritage Sciences

Head of School and Associate Professor in Earth Sciences

G.M. Taylor, MSc (UNSW), PhD (ANU)

Associate Professor in Applied Ecology

A. Georges, BSc, PhD (Qld)

Associate Professor in Applied Geography

T.G. Birtles, BA, BEd (Qld), MA (Syd), Dip Crim (Camb), Grad Dip International Law (ANU)

Senior Lecturers

B.J. Button, BA (Syd), PhD (Macq)

O. Cartledge, BSc (ANU), PhD (Qld)

G.C. Cho, BA (Malaya), MA (Br Col), PhD, LLB (ANU), Barrister- at- Law (NSW), Barrister and Solicitor (ACT) and (High Court of Australia)

J. Dearn, BSc (E Ang), PhD (S'ton)

J.A. Harris, BSc (Adel), MS (Wash), PhD (Qld)

J. Hone, B RurSc (NE), MSc (Syd), PhD (ANU)

W. Maher, BAppSc (Melb), PhD (S'ton)

K.G. McQueen, BSc (NE), PhD (W Aust)

R.H. Norris, BSc (ANU), Grad Dip Ed (CCAE), PhD (Tas)

D.G. Williams, BSc (Syd), PhD (ANU)

Lecturers

N. Abel, BSc (S'ton), MSc (Aberdeen), PhD (EAnglia)

X.Y. Chen, BSc (Hons) (Peking) PhD (ANU)

A.G. Davey, BAppSc (CCAE), MEnvSt (ANU)

D. McEvoy, MSc (Syd)

W.S. Osborne, Dip T (Melb TC) BAppSc (CCAE), Grad Dip Sc, PhD (ANU)

National Centre for Cultural Heritage Science Studies

Director and Professor of Cultural Heritage Conservation

C. Pearson, AO, MBE, BSc Tech (Hons), MSc Tech, PhD (Manc), FIIC

Senior Lecturers

B. Egloff, BSc (Hons) (Wisconsin), MA (N Carolina), PhD (ANU)

A. Galla, BA (Hons) (Andhra), MA (JNehruU), PhD (ANU)

Lecturers

B. Johnson, BSc, MAC (Queens), AAICCM, FIIC

B. Klempan, Dipl Restauratorin (Stuttgart), AOCA (OCA, Toronto)

W.E. Smith BSc, MSc (UNSW), MAppSc (CCAE), Grad Dip Librarianship (UC), AALIA

L. Young, DipEd (Sydney TC), BA (Hons), MA (Syd), MA (Penn)

Faculty of Communication

Dean of Faculty and Professor of Cultural Studies

B.J. Stoddart, MA (Cant), PhD (W Aust)

Executive Assistant

D.R. Gould, BA Sports Studies (CCAE), MISM

School of Communication, Media and Tourism

Head of School, Deputy Dean and Associate Professor in Communication

J.M. Penhallurick, BA (ANU), MA, MPhil, PhD (Col)

Deputy Head of School and Lecturer

E. Patz, BA Asian Studies, PhD (ANU)

Professor of History

W.F. Mandle, MA (Oxf)

Director Research and Graduate Programs, and Associate Professor in Communication

C.G.W. Osborne, BCom (Melb), MA (Sus), PhD (ANU)

Program Director for Communication and Lecturer

M. Balnaves, BA Communication (CCAE), PhD (RMIT)

Program Director for Tourism and Senior Lecturer

C.M. Hall, BA, PhD (W Aust), MA (Wat)

Senior Lecturers

M J. Dunlevy, BA (ANU)

G. Lewis, BEc, PhD (Qld)

S.P. Nandan, BA, BEd (Delhi), MA Linguistics, MA C'wealth Lit (Leeds), PhD (ANU)

R. Singh, BA (Hons), MA (S Aust)

C. Slade, BA, PhD (ANU), DipEd (NE)

Lecturers

G. Battye, BPsych (W Aust), Dip Lib (UNSW), Grad Dip Media (CCAE)

W. Bilboe, Assoc Dip Journalism (RMIT), DipEd, MA (Wgong)

M. Bodley, BA Professional Writing (CCAE), MPRIA, AFAIA

M. Booth, BSc (Adel), Grad Dip Public Communication (UC)

D. Bromley, MA (Mass Comm) (Macq), Cert Teaching (Syd TC)

A.R. Chanter, BEc (ANU), BA (Murdoch)

M- K. Hannay, BA (W Ont)

J. Jenkins, BA, BA (Hons) (NE)

J. Kitchener, BA Comm (Technol, Syd)

R. Schaap, BA (Tas), Assoc Dip Professional Writing, Grad Dip Public Communication (CCAE), MA Public Communication (UC)

W. van der Heide, BA (Qld)

J. Wells, BA, DipEd (Auckland), MSc (Sur)

School of Information, Language and Culture

Head of School, Deputy Dean and Associate Professor in Library and Information Studies

B.Y. Alderman, BA (Georgia), MLn (Emory), DLS (Col), AALIA

Deputy Head of School, and Lecturer

R. Miller, BA Professional Writing (CCAE)

Associate Professor in Modern Languages

M. Sawer, OAM, BA, PhD (ANU)

Program Director for Library and Information Studies and Senior Lecturer

P.R. Clayton, BA (Syd), Dip Lib (UNSW), Grad Dip Arts (Inf Studies) (CCAE), MA (UC), PhD (UNSW), AALIA, AFAIM, MACE

Program Director for Modern Languages and Senior Lecturer

I.A. MacDougall, BA (Lond), MA (Oxf)

Program Director for Office Management and Lecturer

A.C. Applebee, BEd, DipT (SACAE), MEd (UC)

Senior Lecturer

J.P. O'Gorman, MA (Oxf), BPhil (York, UK), Cert Ed (Birm)

Lecturers

H.J. Ayres, BA Secretarial Studies (CCAE), Grad Dip Arts (UC)

M. Bettle, BA, (Hons) Cert Ed (Camb)

N. Bramley, BA Asian Studies (Hons) (ANU), MA (Osaka)

R.A. Byrne, BA (UNSW), Grad Dip Secretarial Studies (CCAE), TDipPS, Grad Dip Social Communication (Hawkesbury AC), MA Administration (UC)

B.E. Eccleston, BA Secretarial Studies (CCAE), FIPSA, ARMA

G.M. Ferguson, BA (Witw), DipEd (J'Burg Coll Ed), Hons BA (S Africa), Dip Multicultural Ed (Armidale CAE), MEd (UC)

O.A. Florez, Lic en Fil y Let (Javeriana Bogota), DipEd (Melb), MA (Iberoamericana)

N. Hanamura, BA (Rikkyo), Grad Dip Applied Japanese Linguistics, MA (Monash)

N.A. Hassanoff, MA (ANU)

M. Kitasaka, BEd (Shiga), MA (Asian Studies) (ANU), M Business Administration (UC)

P. Looker, TC (Wagga Wagga TC), BA (Biol Sc) (Macq), Grad Dip Office Mangement (UC)

S.M.A. MacDougall, BA (Lond), Grad Dip Librarianship (CCAE), Grad Dip Arts (Information Studies), MA (UC), AALIA, MACS

J.A. Millea, BA Professional Writing (UC)

P.A. Milne, BA (Riverina-Murray Inst. Higher Ed), Grad Dip Arts, MA (UC), AALIA

L. Napier, DipEd (Jiangsu Coll Ed), BA (Griffith), MLitt (NE)

C. Porch, BA (UNSW), Grad Dip Secretarial Studies (CCAE), Grad Dip Adult Education, Grad Dip Arts (Information Studies), MA (Information Studies) (UC)

T. Tsuda, BA (Keio), MA (Tokyo Foreign St)

H. Viney, BA, Dip Ed (Tamagawa)

V. Wilkinson, Assoc Arts Fashion Merchandising (Interna' Fine Arts Coll USA), BA Secretarial Studies, Grad Dip Computing Studies (CCAE)

Honorary Research Associate

P.J. Judge, MA (Camb), FI Inf Sc

Faculty of Education

Dean of Faculty, Professor of Education and Director, Centre for Research in Professional Education

J.C. Walker, BA, DipEd, MEd, PhD (Syd), FACE (to 31/12/94)

Professor of Education

R.D. Traill, BA (Hons), DipEd (Tas), MA, EdD (Calif), FATEA

Professor in Special Education and Counselling

A.J. Shaddock, BA (Hons), MEd (Hons) (UNSW), PhD (Chapel Hill, N Carolina), MAPsS

Executive Officer

K. Bazeos, BEc (Syd), BA Accounting (CCAE)

Associate Professor in Education

T.A. Hardy, BSc (Syd), DipEd (NE), MA, PhD (Tor)

Associate Professor in Mathematics Education

C. Annice, BEd (WAIT), MA, EdD (W Virginia), MACE

Associate Professor in Science and Environmental Education

J.R. Nicholas, BSc, BEd (Melb), PhD (Calif)

Senior Lecturers

W.J. Atkins, BA (Syd), MA (Macq)

G.A. Burkhardt, BA, LittB, Dip Ed, MA, PhD (NE), FACEA

A.J. Campbell, BA, LittB, MA (NE), PhD (ANU)

B.E. Chambers, BA, DipEd (Sec), BEd (Merit), MEd (NE)

C.H. Ducker, BSc (UNSW), Grad Dip Ed, MEd (CCAE)

M. Fleer, BEd (E.Cowan), MEd (NE), PhD (Qld), MACE

M.F. Gaffney, BSc, BEd, MEd (Melb), PhD (Alta)

W. Hawkins, DipT (Avondale Coll), BEd, Grad Dip Curric Ed Tech, MEd (WAIT)

C.A. Higgisson, BCom (UNSW), MSc (ANU)

J.A. Hone, BA (Hons) (Melb), Dip Ed, MA, (Monash), DPhil (Oxf), FACE

J.S. McDonald, BA (Hons), DipEd, BEd (Monash), MA (ANU)

J.T. Mitchell, BA (UNSW), MA (Hons) (Macq), PhD (James Cook)

S.E. Plummer, MA, PhD (Kansas)

F. Sofo, BEd (Melb), BA, DipEd, B SpecEd, MEd, PhD (Monash)

N.R. Vanzetti, BA, BEd (W Aust), PhD (Nott)

Lecturers

A. Ackermann, MEd (CCAE)

M.S. Bersten, MA (Syd), MAPsS (on secondment)

R.J. Boland, BSc, BA (ANU), MEd (CCAE)

P. Crofts, MSW (UNSW)

K.B. Graham, Dip PE (Syd), BSc (Oregon), MPE (Idaho)

S. Guggenheimer, BA (Wat), MEd (CCAE)

J. M. Livermore, MEd (UC), LMus A, Dscm, FTCL

J. Olsen, BA (Wash), BSc (ANU), MEd (CCAE), M Resource Sc (NE), MAPsS

B. Pamphilon, RN, BAppSc Health Education (CCAE)

Field Placement Co-ordinator for Education Studies

J. Smith, BA (UNSW), Dip Ed (Syd)

Field Placement Co- ordinator for Health Studies

B. Chevalier, BA (Hons) (Lond), MSc (Clin Psych) (Sur)

Professional Experience Liaison Officer for Special Education and Counselling

S. Osborne, BA (Syd), Grad Dip Ed, Grad Dip Special Ed (CCAE)

Curriculum Resources Centre

Director

L.M. Heath, Dip Teachers' Guild NSW, MA (ANU), PhD (Qld), MACE

Centre for Teaching English to Speakers of Other Languages (TESOL)

Head of Centre and Associate Professor in TESOL

P.A. Denham, BA, Dip Ed (Leeds), PhD (PNG)

Lecturers

U. Nixon, BA (Manc), DipEd (Durham), Dip Teach English O'seas (Manc), MA (App Ling) (Essex), PhD (NE)

A. Oner, BA (Exe), G Cert Ed (Leic), DipMigrantT, Grad Dip Ed Stud (Armidale CAE), MEd (CCAE)

Senior Tutors

B.D. Macnamara, BA (Syd), Dip Ed (Syd Teach Coll), Grad Dip Ed Stud (Multicultural Studies) (Armidale CAE), MEd (Multicultural Studies) (NE)

D. Bush, BA, Dip Ed (Syd), Grad Dip Cultural Studies (Goulburn CAE), MEd (UC)

J. Jones, BA (Adel), Cert TESL, PhD (Alta)

Convener, Academic Support Programs

P. McDonald, BA (Macq) TCert (Aust School Pacific Admin), MEd (UC)

Schools and Community Centre

Senior Lecturer, Director of Centre

B. Gray, BEc, Grad Dip Psych (Qld), Grad Dip Ed (Armidale CAE)

Tutors

W. Cowey, TC (Wattle Park TC), BEd (UC)

M. Graetz, BA (Syd), Dip Lib (UNSW), DipEd (Armidale CAE)

J. Nobelius, TITC (Vic), Grad Dip Special Ed (CCAE)

L.A. Pendleton, BEd (CCAE), SRN

Reading Recovery Program

J. McIntyre, MEd, Cert Reading Recovery (Auck)

UnitroniCs

D.G. Zilber, BSc, MA (Syd), M Clin Psych (ANU)

D. Burnett, BEd (UC)

Faculty of Environmental Design

Dean of Faculty and Professor of Architecture

J.M.C. Brine, BArch, Dip TRP (Melb), PhD (Adel), FRAIA, FRAPI

Associate Deans

R.T. Barton, MSc (Aston), DipEd (Syd), MCIOB, MAIB, AAIQS

W.S. Green, NDD (N'cle, UK), FRSA, MESA MDIA

K. Taylor, BA (Sheff), DipTP (Manc), ML Arch (Melb), FAILA

Executive Officer

J.L. Coggins, BA Professional Writing (CCAE)

Architecture

Course Director, Tier 1 and Lecturer

C.H. Guida, BA Phil (MWC Coll, Virginia), BArch (Drexel)

Course Director, Tier 2 and Senior Lecturer

M. Gaardboe, BArch (Copenhagen), MScUD (Col), MAA, ARAIA

Senior Lecturers

D.J. Dunbar, BArch (Melb), MArch (Harv), BA (ANU), FRAIA

J- P. Favre, BArch (N'cle, NSW)

Lecturers

N. Bellantonio, BArch (CCAE), Ass Dip Theatre Prac (Goulburn CAE)

J. Birkeland, BA (Bennington Coll), MArch, JD (Calif), PhD (Tas), RAPI, EIA, NELA, USERP

G. Singh, BArch (Centre Environmental Pl. & Tech. India)

Construction Management and Economics

Associate Professor in Construction Management and Economics

R.T. Barton, MSc (Aston), DipEd (Syd), MCIOB, MAIB, AAIQS

Course Director and Lecturer

C.F. Acheampong, BSc(Design), PG DipArch (Kumasi), MBdgSc (Syd), AGIA, ARAIA

Lecturers

I.W. Hooley, ARMIT, BE(Civil) (RMIT), MIE (Aust)

G.R. Ridgway, MSc (Econ) (Sur), DipCEng (Tas), CPEng MIE (Aust)

Landscape Architecture

Professor of Landscape Architecture

K. Taylor, BA (Sheff), DipTP (Manc), ML Arch (Melb), FAILA

Course Director and Senior Lecturer

K.I. Wellman, BSc (For) (ANU), Grad Dip Recreation Planning (CCAE), MLArch (Guelph), AAILA

Lecturers

D.F. Firth, BSc (UNSW), B Landscape Arch (CCAE), AAILA

E. J. Herbert, BAppSc Natural Resources (CCAE), M Landscape Arch (Michigan)

Industrial Design

Associate Professor in Design

W.S. Green, NDD (N'cle, UK), FRSA, MESA MDIA

Course Director and Senior Lecturer

D.J. Carson, ASTC, Dip Indust Design (Nat Art School, Randwick Tech Coll), MID (IED, Milan)

Lecturer

E. Pianca, BAppSc Environmental Design (CCAE)

Graphic Design

Course Director and Senior Lecturer

M- J. Taylor, Dip Art Graphic Design, BA Visual Comm (Sydney Coll Arts)

Lecturers

J. Bradley, BA Visual Arts (Canberra School of Art)

S.G. Cole

R.J. Miller, BA Visual Arts (City Art Inst Sydney)

S.E. Ward, B Industrial Design (UC)

National Centre for Value Management

Director

R.T. Barton, MSc (Aston), DipEd (Syd), MCIOB, MAIB, AAIQS

Associate

F. Sofo, BEd (Melb), BA, Dip Ed, B Spec Ed, MEd, PhD (Monash)

University of Canberra (R + D) Research, Development, Design

Director

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Associate

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Research Centre in Cultural Heritage Conservation Studies

Directors

Professor K. Taylor, BA (Sheff), DipTP (Manc), ML Arch (Melb), FAILA

Professor C. Pearson, AO, MBE, BSc Tech (Hons), MSc Tech, PhD (Manc), FIIC

Faculty of Information Sciences and Engineering

Dean of Faculty and Associate Professor in Statistics

G.H. Pollard, BSc (Syd), MSc, PhD (ANU), AMusA, FSS

Associate Deans of Faculty

J.P. Rayner, MSc, PhD (ANU), SMIEAust

J. Newmarch, BSc (Brist), PhD (UNSW)

Director of Technical Services

T.J. Lawrence, BSc, MSc (Auck), PhD (ANU), MACS

Executive Officer

A.K. Linacre, BEc (ANU)

Executive Assistant

J.E. Carthy

Technical Services Manager

L.A. Spencer, ARMIT, Grad Dip Computing Studies (CCAE)

Software Services Manager

R.P. Johnson, BAppSc Electronics (CCAE)

Computing Program

Head of Program and Senior Lecturer

T.J. Lawrence, BSc, MSc (Auck), PhD (ANU), MACS

Associate Professor in Computer Science and Engineering

B.J. Stone, BSc, PhD (Adel), FIE Aust.

Associate Professors in Computing

M.Y. Bearman, BSc (Mich), PhD (Kansas)

P.J. Morgan, MSc (Melb), PhD (Ohio)

Associate Professor in Information Systems

E.P. Martin, BA (Qld), MA (UNSW), PhD (ANU)

Senior Lecturers

C.A. Baker- Finch, BSc, Dip Ed, PhD (Tas)

G.P. Bowen, BE (Adel), ME (UNSW) (on secondment)

D.I. Clark, BSc, Dip Ed, Dip Auto Computing (Qld), Grad Dip Operations Research (CCAE), MMath (Wat), PhD (ANU), MACS

P.A. Collings, BA (Melb), Grad Dip Ed, MEd (CCAE), MACS

K.A. Fielden, BSc (Cant), MSc (UNSW), Grad Dip Social Ecology (W Syd)

A. Higgins, BSc (Cardiff), BA Technical & Further Ed (CCAE), C Eng, MIE (Aust), MIMechE, MII Eng

V.T. Le, Lic es Sc (Saigon), Dip Comp (Melb), MSc (W Aust), PhD (Murdoch), MACS

T. Lund, MA (Oxf), PhD (Monash), FAIP, FIREE, FIEAust, MIEEE

J. Newmarch, BSc (Brist), PhD (UNSW)

Lecturers

J.L. Baskett, BSc (N'cle, NSW)

C. Chlap, Dipl.Ing (Karlsruhe), VDE

K.J. George, MSc (New Mex)

D. Heath, BSc (ANU), Grad Dip Computing Studies (CCAE)

R.L. Jentzsch, BSc (Weber State), MSc (Colorado State), MACM, MACS, MIEEE

D. Kleeman, BSc (ANU), Grad Dip Operations Research (CCAE), AIAA, CISA

A. Laribi, BS (Algiers), MSc, PhD (Virginia Tech), MACM, MIEEE

K.- T. Le, BE (Vietnam Nat Inst Tech), ME (N'cle, NSW), PhD (Syd)

M. Paull, MACS

C. Pfohl, Dipl.Ing (Timisoara), MACS

A. Richards- Smith, NM, BA Computing Studies (CCAE), MACS

L. Warne, BA Professional Writing, Grad Dip Librarianship (CCAE), Grad Dip Information Systems (UC), MACS

T.L. Webb, BA (Hons), PhD (E Lond), MA (Essex), MACS

Electronics, Engineering and Applied Physics Program

Head of Program and Senior Lecturer

J.P. Rayner, MSc, PhD (ANU), SMIEAust

Professor of Electronics Engineering and Applied Physics

P.J. Edwards, BSc, PhD (Tas), FAIP, FRAS FIREE (Aust), FIEAust, FNZEI

Associate Professor in Electronics Engineering and Applied Physics

A.D. Cheetham, BSc, PhD (Flin), FAIP, MIEAust

Associate Professor in Physics

R.L. Jory, BSc (Adel), PhD (ANU)

Senior Lecturers

W.N. Cheung, BSc (Eng), MSc (Lond), PhD (HK), FIEE, MIEAust

G.N. French, BE, PhD (UNSW), SMIREE (Aust) (on leave)

Lecturers

X. Huang, ME, PhD (Huazhong Univ. Sc & Tech), PhD (UNSW)

S.K. Palit, MAppSc (Dhaka), PhD (IISc), MIEEE (USA), MIETE (India), Grad IE Aust

H.B. Sun, BSc, MSc (Nanjing), PhD (UNSW) AIP, AAAS

Mathematics/Statistics Program

Head of Program and Senior Lecturer

P.J. Taylor, BSc, PhD (Adel), AFIMA

Professor of Operations Research

R.B. Mitchell, BE (Hons), ME (UNSW), MACS, MASOR

Professor of Mathematics Education

P.J. O'Halloran, OAM, BSc, DipEd (Syd), MSc (UNSW), Hon DSc (Deakin), FACE, FTICA (to 25/9/94)

Senior Lecturers

M.S. Brooks, BSc (Exe), PhD (ANU)

P.J. Brown, BSc (Syd), PhD (UNSW)

R.J. Curnow, BSc (Syd), Dip Space Science (Lond), FBIS, MACS, MASOR

D.G. Pederson, BSc (Adel), PhD (ANU)

N.D. Porter, BSc (Melb), MSc (ANU)

Lecturers

M.O. Hewett, BSc, Dip Met (Melb)

M. Holmes, BA (Brist), MEc (ANU)

P.J. Vassiliou, BAppSc (NSWIT), BSc, PhD (Syd)

The Australian Network for Research and Technology Policy (NEXUS)

Director and Visiting Professor of Sciences Policy

Professor W.J. McG. Tegart, AM, FTS, FIEAust, PEng, FAIE, AMTC, MSc (Melb), PhD (Sheff)

Faculty of Management

Dean of Faculty and Associate Professor in Economics

J.C. McMaster, MCom(Econ) (UNSW)

Executive Officer

A.H. Wheeley, BA, DipEd (Br Col), Grad Dip Administration, M Public Administration (UC), MACE, MIPAA, MAITEA

Student Administrative Officer

S.E. Richardson

Administrative Officer

F. Del Castillo, AAS (Alabama), BA, MEd (Hawaii), Grad Dip Ed (UC)

School of Accounting and Finance

Head of School and Professor of Accounting

B. Andrew, BCom (N'cle NSW), BLegS (Macq), MCom (Hons) (UNSW), CPA

Senior Lecturers

M. O'Brien, BA, HDipEd (NUI), BA Accounting (CCAE), MComm (NUI), ASA, MIIE

C. Spence, BCom (Well), MCom (UNSW), FCPA

M. Wade, BA Accounting (CCAE), MEc (NE), CPA

Lecturers

P. Clark, BBA (Washburn), Dip Ed (Wichita), MAcc (NE), CPA

R. Jackson, BFin Admin (NE), ACA

P. Hoefer, BBus (RMIT), Dip Ed (Melb), Grad Dip Comp (Deakin), MBus Syst (Monash), CPA

S. Hoy, BBus (SQld), MAdmin (Griffith), CPA

F. Miley, BCom, LLB (UNSW), MEc (NE), CPA

J. Paterson, BSc (W Aust), Grad Dip Professional Accounting (CCAE), CPA

A. Read, BA Accounting (CCAE), CPA

Associate Lecturers

H.W. Fan, BSc (Qinghua), Grad Dip Acctg (Griffith), ASA

M. Wilson, BEc, Acctg (ANU)

School of Administrative Studies

Head of School and Associate Professor in Administration

M. Turner, BPhil (Liv), BA, PhD (Hull)

Associate Professor in Politics

M.L. Sawer, AM, MA, PhD (ANU)

Associate Professor in Public Administration

J. Halligan, MA (Otago), PhD (Well)

Associate Professor in Sociology

H.G. Oxley, MA (Cape T), PhD (Syd)

Senior Lecturers

F. Hicks, BA, Dip Ed (Melb), MA (ANU)

A. Jarman, BA (Windsor), MA (Sus), PhD (Qld)

M. Jones, BEc (Qld), PhD (ANU)

P. Kringas, BA (UNSW), MA (Car), PhD (ANU)

J. Martin, BAppSc, Grad Dip Administration (CCAE), MA (ANU)

J. O'Brien, BA, DipEd (Syd), MA (N'cle NSW), PhD (W'gong)

Lecturers

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H. Coventry, BA (ANU), M Public Administration (CCAE), BA Adult Education (UC)

I. McAuley, BE, Grad Dip Bus Mgmt (Adel), MPA (Harv)

G. Singleton, BA, PhD (ANU)

J. Stewart, BA (Macq), BA, PhD (ANU)

School of Economics, Banking and Marketing

Head of School and Senior Lecturer

J. Hanratty, BEc (Syd), MSc (Econ) (Lond)

Senior Lecturers

D. Gupta, BA, MSc (Econ), PhD (Econ) (Lond)

G.C. Rogers, BEc (Monash), TSTC (Rusden SCV), MSc (Monash), AIB

Lecturers

G. Barrett, BAgrEc (NE), MAgrEc (ANU)

P. Bouvain, Dipl.Ing Wirtschafts, Dipl.Ing Bekleidung (F'schule Niederrhein), BA Adult Education (CCAE)

O. Chin, BEc (ANU), MHP (UNSW)

C. Condie, BAgrEc, MEc (NE)

A. Daly, MA (Melb), PhD (ANU)

K. Flowers, BA (Econ) (N'cle NSW)

P. Higgins, BA, MA (Econ) (Penn)

S. Murphy, BEc (ANU), Grad Dip Statistics (CCAE)

G. O'Sullivan, BSc (Econ) (Wales), PGC (Ed) (Wales)

M. Perumal, BEc (Malaysia), Grad Dip Social Planning, MSc (Econ)(Lond) PhD (Griffith)

H. Prior, BEc (Adel), MEc (ANU)

N. Stoeckl, MEc (ANU)

D. Woods, BA (Cant), MSc (Soc Sci) S'Ton

School of Law

Head of School and Professor of Law

R. Tomasic, LLB, MA (Syd), PhD (UNSW), SJD (Wisconsin), Solicitor (NSW)

Professor of Law

E. Clark, BA (Hons) (St Mary's), MEd (Hons) (Wichita), JD (Hons) (Washburn), PhD (Tas)

Honorary Professor of Taxation

B. Andrew, BCom (N'cle NSW), MCom (UNSW), BLegS (Macq)

Honorary Adjunct Professors

R. Miller, LLB (Hons) (ANU), Solicitor (ACT and NSW)

D. Rose, LLB (Hons) (Tas), BA (Hons) (Oxford), QC, OA, Practitioner (ACT)

Senior Lecturers

A. Deklin, LLB (PNG), LLM (York), PhD (ANU), Barrister and Solicitor (PNG)

D. Fleming, BA, LLB (Monash), LLM (Melb), Barrister and Solicitor (ACT and Vic), Solicitor (NSW), Barrister- at- Law (ACT)

B. Kamarul, LLB (Melb), MA, LLM (Int Law) (ANU)

B. Pentony, LLB (ANU), FCPA, Barrister- at- Law (NSW)

Lecturers

N. Andrews, BA, LLB (Syd), Barrister and Solicitor (ACT), Legal Practitioner (NT), and Solicitor (NSW)

M. Dirkis, BEc (ANU), LLB (Adel), G Dip Legal Practice (SAIT), LLM (Commercial) (Adel), Barrister and Solicitor (ACT) and (SA), Solicitor (High Court of Australia)

J. Gilchrist, BA, LLB, LLM (Monash), Barrister and Solicitor (ACT) and (High Court of Australia), Solicitor (NSW)

J. Lennard, BA, LLB (ANU), Barrister- at- Law (NSW) and (ACT)

M. O'Brien, BComm (Melb), LLB (ANU), Barrister and Solicitor (ACT), Barrister-at-Law (NSW)

P. Singh, BA (Lucknow), LLB (Agra), LLM (Delhi), LLM (Harv)

G. Nicoll, BA, LLB (ANU), Solicitor (NSW), Barrister and Solicitor (ACT), Barrister- at- Law (NSW)

K. Whitford, LLB, LLM (Commercial) Dip Ed (Adel), Barrister and Solicitor (ACT), (SA) and (High Court of Australia)

Australian Centre for Local Government Studies (ACLGS)

Academic Director

Associate Professor M. Reynolds, AM, BSW (James Cook), MCIT

Administrative Officer

M. Whyard, BA, BEd (Queen's)

Course Coordinator

C. Leeton

Centre for National Corporate Law Research (CNCLR)

Director

Professor R. Tomasic

Deputy Directors

Professor B Andrew

B. Pentony

G. Rogers

Administrative Officer

M. Jones

Centre for Research in Public Sector Management (CRPSM)

Director

Associate Professor J. Halligan

Research Officers

I. Beckett, BA (W Aust)

Administrative Officer

J. Cass

Professional Development Short Courses Program (PDSC)

Program Director

B. Kamarul

Program Manager

P. Sims

Client Services

J. Towie

National Centre for Social and Economic Modelling (NATSEM)

Director and Professor of Applied Economics and Social Policy

A.M. Harding, BEc, PhD (Syd)

Manager, Marketing and Business Development

R. Freestone, BEc (Monash)

Senior Research Fellows

S. Antcliff, BSc (ANU)

S. Lambert, BA (Cant), Grad Dip Computing Studies (UC)

R. Percival, BA (ANU) (acting)

Research Fellows

D. Cox, B Speech Therapy (Qld), Grad Dip Computing Studies (UC)

C. Kapusciski, BEc, Grad Dip Ec, MEc, PhD (ANU)

J. Landt, BA (Syd)

J. Polette, BSc (UWA)

Research Officers

G. Beer, BEc (ANU)

A. Hardin, BEc (ANU)

S. Paul, BA, BEc (ANU)

Administrative Officer

J. van der Toorn

Client Services Officer

P. Frame, BCom (ANU)

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HANDBOOK 1995

Research Centres

- Applied Ecology Research Centre
- Centre for Australian Regolith Studies
- Cultural Heritage Conservation Studies Research Centre
- National Centre for Social and Economic Modelling (NATSEM)
- Centre for National Corporate Law Research
- Centre for Research in Professional Education
- Cooperative Research Centre for Freshwater Ecology
- Public Sector Management Research Centre

Applied Ecology Research Centre

The Applied Ecology Research Centre aims to contribute to improved management of the flora, fauna an natural heritage of Australia.

The Centre has the following goals

· to conduct research which contributes to the understanding and improved management of Australian plant and animal species and communities, with particular reference to the impact of human activity;

· to provide professional undergraduate, postgraduate and continuing education in biological resource science and management, especially management of vegetation, wildlife, parks and impacts of recreation;

· to provide consultancy services to both government and non- government agencies involved in biological resource management and visitor use management at all levels; and

· to promote the dissemination of information on environmental management issues among the general community and to encourage informed debate on these issues.

The major current areas of research are

· Ecology and control of introduced pest species and invasive native species

· Ecology and conservation strategies for native Australian species

· Habitat survey and management

· Natural heritage, parks and recreation management

The work of the Centre is currently directed into four major programs dealing with control of pest species, biology and conservation of native species, resource survey and habitat dynamics and natural heritage, parks and recreation management and policy. The Centre is currently developing two new programs dealing with applications of Information technology in natural resource management and the application of molecular techniques to wildlife management.

Director: Dr Arthur Georges (06) 201 2523

Centre for Australian Regolith Studies

The Centre for Australian Regolith Studies is a joint venture between the University of Canberra and the Australian National University which undertakes graduate teaching and research aimed at contributing to an improved understanding of the Australian landscape and regolith. Research in the Centre is investigating the factors and processes important in regolith and soil formation and application of this knowledge to improved resource management and development.

The goals of the Centre are

· to extend basic research into regolith related topics;

· to develop and execute research programs of relevance to industry and the community;

· to provide postgraduate, undergraduate and continuing professional education that will equip students to work effectively with regolithic materials;

· to promote awareness within the community and amongst professionals of the value of understanding the regolith through publication, professional short courses, exchange programs and other means as appropriate.

Research in the Centre is currently focused in the following areas:

· Regolith geochemistry of resistate minerals

· The petrology of weathering

· Landscape evolution in Australia

· Regolith signatures of ore deposits

· Regolith resources

· Quaternary geology and pedology

Director: Dr Ken McQueen (06) 201 2520

Cultural Heritage Conservation Studies Research Centre

The Cultural Heritage Conservation Studies Research Centre consists of a multi-disciplinary group of staff from the Faculties of Environmental Design and Applied Science.

The Centre provides a focus for research into heritage places, buildings, museums and objects in Australia and overseas, utilising the individual and combined talents of Centre staff. Consultancies are also undertaken in these areas for Australian and international clients.

The Centre has four main areas of endeavour

· theoretical, historical and technical research into the development of historic values, aesthetic values, and social values in conservation studies; research into the associative value and interpretative value in understanding community interest in historic places and attachment to the past; the establishment of cultural importance through historical research; and the role of archaeological investigation.

· research into methodologies and techniques used in professional conservation practice of places and objects.

· research into curriculum development through courses and workshops.

· research consultancy where the existing body of knowledge is re-ordered or expanded in the application to professional issues and case studies and where methodologies used in practice are extended and improved.

Directors: Professor Ken Taylor (06) 201 5148

Professor Colin Pearson (06) 201 2368

National Centre for Social and Economic Modelling (NATSEM)

The National Centre for Social and Economic Modelling was established within the Faculty of Management in January 1993. The Centre receives core funding from the Department of Health, Housing, Local Government and Community Services for five years under a contractual agreement between the University

and the Department.

The purposes of the Centre are

· to develop static, dynamic cohort, and dynamic population microsimulation models and microsimulation techniques with the aim of becoming a national and international centre of knowledge and excellence in the field of microsimulation modelling;

· to undertake and publish research to highest academic standards, based upon such models and techniques, across the spectrum of social and economic policy;

· to facilitate access to the models and techniques, by government departments, academic and other organisations in accordance with the Centre's charging policy;

· to conduct intensive short courses, training courses, seminars, and conferences about the development and use of microsimulation models and techniques; and

· to co- operate with international, federal, state and local government and non- government organisations working in the fields of economics, social policy, and health and community services, to enhance and promote the research and applications of the models and techniques.

The Centre has an active research and publication program, which is currently focussed on the following areas - -

· measurement of poverty, inequality and income distribution;

· assessment of the distributional impact of governments and possible policy changes;

· improvements in microsimulation modelling techniques and microdata analysis; and

· development of the SYINMOD and DYNAMOD microsimulation models.

Director: Professor Ann Harding (06) 275 4848

Centre for National Corporate Law Research

The Centre for National Corporate Law Research has a national focus, and conducts corporate research and contributes to national policy making and the administration of corporate law by national agencies.

The Centre has the following goals

· to provide a national focus for policy related research into corporate law and policy in Australia;

· to have an interdisciplinary orientation and seek research funding from external sources to support research into Australian corporate law and policy;

· to foster group research projects bringing together staff from a variety of disciplinary backgrounds;

· to contribute to corporate law policy making processes at the highest levels in Australia at both Commonwealth and State levels and in the private sector;

· to contribute to the development of research based degrees within the Faculty of Management and to make contributions to the development of teaching materials for both undergraduate and postgraduate students; and

· to emphasise, through the practical orientation of its research, the commitment of the University to vocational training.

Director: Professor Roman Tomasic (06) 201 2559/2336

Deputy Directors: Professor Brian Andrew, Mr Brendon Pentony and Mr Graham Rogers.

Centre for Research in Professional Education

The Centre for Research in Professional Education was established to enrich the creative dialogue between research and professional education that distinguishes the University of Canberra. The Centre recognises that improving professional practice requires research which promotes critical reflection and effective strategies.

The Centre has the following goals

· to develop theory and policy in professional education;

· to improve programs in professional education courses and workplaces; and

· to evaluate professional education.

Through its research, consultancy, seminar and conference programs the Centre enhances professional education and practice and makes a significant contribution to policy formation and public debate.

In accordance with these goals, the Centre's research program analyses the full range of professional issues, including

· initial and continuing education

· professional responsibility and regulation

· . qualifications

· career structures

· accreditation

· professional ethics

· relationship between knowledge and competence

· equity

Director: Professor James Walker (06) 201 2244

Cooperative Research Centre for Freshwater Ecology

The Cooperative Research Centre for Freshwater Ecology is a collaborative venture between the University of Canberra, Monash University, Murray-Darling Freshwater Research Centre, Albury-Wodonga Development Corporation, Murray-Darling Basin Commission, CSIRO, the ACT Government, NSW Fisheries, Melbourne Water, ACT Electricity and Water, LaTrobe University, Rural Water Corporation Victoria and the Sydney Water Board.

Professor Peter Cullen of the University of Canberra is the Director of the CRC. The CRC has 53 research scientists, 35 support staff and 35 graduate students. The CRC also supports the visits of overseas scientists to work within the CRC and has a strong program of courses of people already employed within the water industry.

The CRC brings together several significant research groups with major water management agencies. It has an annual budget of around $7 million. It aims to contribute to better management of Australian water resources in four main ways:

· improve our understanding of freshwater ecosystems and their response to various stresses by bringing together the wide range of disciplines necessary to understand aquatic ecosystems.

· further develop the tools for planning and managing water quality that now are often crude and untested.

· ensure that what we already know about freshwater ecosystems is made available in a useful way to water managers so they may better manage water resources in a sustainable way.

· ensure a critical mass of researchers who are integrated with the industry that uses the insights gained, and supports long and short-term research.

The CRC has six main research areas: flowing waters; stored waters and eutrophication; floodplains and wetlands; water quality and ecological assessment; urban water management, and fish ecology and management. It also has an education and technology transfer program.

At the University of Canberra the CRC offers a highly regarded undergraduate program in water science in the School of Resource, Environmental and Heritage Science within the Faculty of Applied Science. It also offers honours programs, masters programs and a doctoral program. Some scholarships are available within the CRC to support graduate students with project work. Summer scholarships may also be available.

Director: Professor Peter Cullen (06) 201 5168

Public Sector Management Research Centre

The Public Sector Management Research Centre was designated in July 1990 to provide a focus for research in public sector management within the University. The Centre is based on scholars from the two Faculties of Management and Education with national and international reputations. The members of the Centre bring to the study of public sector management skills from a range of disciplines, including education, geography, management, political science, psychology, public administration and sociology.

The Centre has the following goals

· to advance knowledge and develop skills in the field of public sector management;

· to provide a national focus for research in public sector management;

· to focus on problems of importance in public sector management;

· to obtain funding from external sources to support research;

· to contribute to the development of research based degrees within the Faculties; and

· to contribute to group/collaborative, cross- disciplinary and inter- Faculty projects.

The research of the Centre is currently focussed on the following areas - -

· Education policy development and implementation

· Personnel management

· Public sector reform

· Urban and regional restructuring

Director: Associate Professor John Halligan (06) 201 2714

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Other Centres

- The Australian Network for Research and Technology Policy (NEXUS)
- Centre for the Enhancement of Learning, Teaching and Scholarship (CELTS)

The Australian Network for Research and Technology Policy (NEXUS)

The NEXUS network was formed following a meeting of a group of academics interested in national research and technology policy questions. They came together in 1993 at the University of Canberra at the invitation of the Vice-Chancellor.

The main purpose of NEXUS is to link those who study and evaluate research policy with those who originate the policy and put it into effect. NEXUS members have recognised the need for an understandable and well-articulated national policy for research and technology and the need to promote continuing national debate on the important national issues in research and technology policy. The network is essentially a loosely-knit band of those with a close interest in these questions, with a base at the University of Canberra.

NEXUS functions electronically (e-mail), through formal and informal meetings and through the publication of papers and comments. Its members are available, both individually and together, for consultative work. Recent areas of activity have included:

· research and technology in South Africa

· foresight and forward planning in megascience

· climate change and its implications for Australia

· advanced industrial materials

Director: Professor W J McG (Greg) Tegart (06) 201 5230

Centre for the Enhancement of Learning, Teaching and Scholarship (CELTS)

The Centre for the Enhancement of Learning, Teaching and Scholarship (CELTS) aims to support academic staff of the University by assisting them to enhance the quality of their academic work. The Centre is housed in a specially designated area on level D of the Library building.

The functions of CELTS are to provide

· a consultancy service to individuals, course teams, schools and faculties on issues related to research or to teaching and learning in higher education

· courses and seminars on teaching, assessment and learning; on monitoring and documenting teaching performance; on supervision of research students; on preparing applications for teaching development and research grants

· opportunities for academic staff to collaborate with Centre staff on research and development projects into aspects of teaching and learning

· an evaluation or feedback service on teaching and units/courses using questionnaires to students and other methods

· support for special interest groups which focus on aspects of teaching and learning in the University

· access to research literature on teaching and learning

· advice on policy issues in higher education

· advice and assistance, in collaboration with other sections of the University, on the use of educational teachnology, including multimedia approaches

· supervision of research students undertaking topics relevant to teaching and learning in higher education

· a Graduate Certificate or Diploma in Higher Education (Teaching and Learning) in conjunction with the Faculty of Education

Director: Associate Professor Sue Johnston (06) 201 5176

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Bursaries and Scholarships

- Bursaries
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  - The John McMillan Award
- Scholarships
  - Commonwealth Bank Scholarship:
  - CWA Scholarship for Nursing Students:
  - Telecom Australia's Corporate Customer Division
  - University of Canberra Research Scholarship:
  - The Vietnam Veterans Trust Education Assistance Scheme
  - International House Trust Fund Scholarships:
  - W.J. Weeden Postgraduate Scholarship:
  - Australian Commonwealth Scholarships:
  - Faculty of Applied Science
  - Faculty of Communication

Bursaries

Lorna May Award

A memorial bursary to the late Lorna May, a University graduate, will be awarded annually to a mature- aged woman student undertaking first degree studies.

Further details on the conditions of the award may be obtained from the Registrar or from the Senior Counsellor, Health and Counselling Services. Applications will be sought by 30 April each year.

The John McMillan Award

A bursary will be awarded annually to a mature- aged student undertaking studies in the Adult Education/Human Resource Development fields. This bursary has been established in memory of the late John McMillan and his significant contribution to this field of study. Further details may be obtained from the Scholarships Officer (06) 201 2612.

Scholarships

Commonwealth Bank Scholarship:

Open to students currently undertaking the Bachelor of Commerce (Banking and Finance) course. To be eligible, a student must have successfully completed the first year of the course.

CWA Scholarship for Nursing Students:

Open to students currently enrolled in the undergraduate course in Nursing, and who have successfully completed second year. The scholarship is for one year.

Telecom Australia's Corporate Customer Division

offers an annual scholarship to a postgraduate or a shared award to postgraduates, who have displayed special merit, to enable completion of a Master of Business Administration or a Master of Public Administration degree course.

University of Canberra Research Scholarship:

The scholarship is aimed at encouraging those who intend to enrol or are already enrolled in any PhD or Masters by research course of full- time study at the University of Canberra and who wish to explore the problems they have encountered as working professionals, or who want to further their professional development which includes research training. Two awards were available in 1994. Each offering a fortnightly stipend.

The Vietnam Veterans Trust Education Assistance Scheme

is designed to financially assist the children of Vietnam veterans while they undertake full- time undergraduate study. A limited number of grants of $3500 per year will be given to selected students. Selection is based on a means test and grants may be available for the duration of a student's course. For more information telephone the Regional Office of the Australian Vietnam War Veterans Trust, NSW (02) 635 1429.

International House Trust Fund Scholarships:

Offered to third year students currently undertaking undergraduate study. Students must demonstrate an interest in becoming a resident of International House because of the opportunities it offers to meet people from other countries and take part in cross cultural activities. Two awards are available in 1995, one to be awarded to an Australian permanent resident, one to a full-fee paying overseas student. Awardees will be exempt from the annual residential fees of International House.

W.J. Weeden Postgraduate Scholarship:

Awarded to the applicant with the highest prior academic achievement undertaking the first year of any PhD or Masters course of study at the University. The scholarship is for one calendar year and HECS exemption is also awarded. This scholarship has been made possible by a generous donation to the University from Mr W J Weeden, OBE, who was for many years a member of the Council of the institution.

The University administers the following

Australian Commonwealth Scholarships:

Australian Postgraduate Awards with Stipend

Australian Postgraduate Awards (Industry)

Australian Postgraduate Awards without Stipent (HECS exemption scholarship)

The University of Canberra actively encourages industry to support postgraduate research through provision of student stipend scholarships which are advertised as they become available.

These awards comprise certain other benefits and are highly competitive.

Further details of these awards are available from the Scholarships Officer in Student Administration (06) 201 2612.

Faculty of Applied Science

The following awards are offered to postgraduate students who have displayed outstanding merit and are enrolled in the Faculty:

ACTEW Postgraduate Research Scholarship

ACTEW Postgraduate Research Scholarship (supplementary)

CRC Vertebrate Pest Research Scholarship

NSW Agriculture Postgraduate Scholarship (Rabbits)

NSW Agriculture Postgraduate Scholarship (Foxes)

For further information, telephone (06) 201 5199.

Faculty of Communication

Two foundation community and business supported scholarships will be available in 1994 in the Faculty of Communication:

Catholic Communications Scholarship -- sponsored by the Catholic Communications Commission, Archdiocese of Canberra and Goulburn.

Southern Cross Club Scholarship - - sponsored by the Canberra Southern Cross Club.

Both scholarships are in the Faculty's Communications program and are open to full- time students enrolled in the final year of the Master of Arts in Communication. For further information, contact Dr Mark Balnaves, (06) 201 2331.

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Prizes

- University Medals
- The Herbert Burton Medal
- Faculty of Applied Science
- Faculty of Communication
- Faculty of Education
- Faculty of Environmental Design
- Faculty of Information Sciences and Engineering
- Faculty of Management

University Medals

University Medals are awarded to graduating students at undergraduate level on the basis of outstanding academic merit only. Recommendations are made by Deans of Faculties to the Vice- Chancellor.

The Herbert Burton Medal

The Convocation (graduates of the University and of the former Canberra CAE) awards the Herbert Burton Medal annually to a final-year student who has completed an undergraduate degree course at the University of Canberra with academic merit and who has made a significant contribution as a student inside or outside the University community.

Faculty of Applied Science

The ACT Branch of the Royal Australian Chemical Institute offers an annual prize to the student whose performance in the level 5/6 Chemistry units is most outstanding.

The Glass Connection Prize offered by The Glass Connection Company is awarded annually to a student for the best project in the field of deterioration and conservation of stained glass.

The Commonwealth Territories Division of the Geological Society of Australia offers an annual prize to the most outstanding second-year student in Geology.

The ACT Regional Division of the Royal Australian Institute of Parks and Recreation offers an annual prize to the most outstanding student in the unit Parks and Recreation.

The ACT Branch of the Australian Society for Microbiology offers an annual prize to the most outstanding student in Microbiology.

The Australian Institute for the Conservation of Cultural Material offers an annual prize to be awarded to the best student in the Bachelor of Applied Science in Conservation of Cultural Materials course.

The Alethea Sandow Medal and Prize in Materials Conservation is offered annually to the outstanding student who has contributed most during the year in the field of conservation of cultural materials.

The NSW Branch of the Australian Institute of Medical Scientists offers an annual prize to the student demonstrating general excellence in the course leading to the degree of Bachelor of Applied Science in Medical Laboratory Science.

The Eric Best Memorial Medal Prize is awarded to the student with the best overall performance at undergraduate level in Resource and Environmental Science.

The ACT Division of the Australian Institute of Cartographers offers an annual prize to the best students in Geographic Information Systems (GIS) for outstanding achievement in cartographic excellence.

The CRA Exploration Pty Ltd prize is offered annually to the student who submits the best report in the unit Geological and Soil Mapping.

The ACT Chapter of the College of Nursing Australia offers an annual prize (the Margaret Guy Memorial Prize) to the most outstanding student who has completed the undergraduate course in Nursing.

The ACT Branch of the National Trust of Australia offers a prize to the best final year student undertaking the Cultural Heritage Management specialisation in the undergraduate degree course in Applied Science.

The Australian Institute of Sport offers an annual prize to a graduating student who has achieved the highest level of academic performance in the Sports Coaching course leading to the degree of Bachelor of Applied Science in Sports Studies, and who has made a significant contribution to sport in the community.

PBL Marketing Pty Ltd offers an annual prize to a graduating student who has achieved the highest level of academic performance in the Sports Administration course leading to the degree of Bachelor of Arts in Sports Studies, and who has made a significant contribution to sport in the community.

The Channel 9 National Television Network offers an annual prize to a graduating student who has achieved the highest level of academic performance in the Sports Journalism course leading to the degree of Bachelor of Arts in Sports Studies, and who has made a significant contribution to sport in the community.

Faculty of Communication

The Zonta Club (Canberra) offers an annual prize to the best final year student in the undergraduate Office Management course. The prize will be awarded on the results of the year's work.

The University Co- op Bookshop offers an annual prize to the best student enrolled in the undergraduate degree course in Communication or the Postgraduate degree course in Professional Communication for the unit Freelance Writing.

The Sanchia Bolton Memorial prize will be awarded annually to the best second year student undertaking the undergraduate degree course in Modern Languages specialising in Japanese studies.

The Australian Tourism Industry Association offers an annual prize to the best graduating student in the undergraduate degree course in Tourism.

The firm of Drake International offers an annual prize to be awarded to an outstanding student for the best academic performance in the second year of the undergraduate Office Management course.

The Canberra Branch of the Australian Journalists' Association offers an annual prize to the best student in Journalism for the year. The award of the prize is restricted to persons 25 years or younger on January 1 of the year of the award, and once only to any one candidate.

The Phillip Hobbs Journalism Award offers an annual prize to a student in Journalism concerning some area of Canberra history, planning or administration.

The Australian Broadcasting Commission offers an annual prize known as the ABC TV News Prize to the best graduating student in the Broadcast Journalism specialisation at undergraduate or graduate level.

The firm of William Heinemann Australia offers an annual prize to the most promising first- year student in Professional Writing.

The Allen and Unwin prize for prose fiction will be awarded annually to the best student undertaking the final semester fiction project in the Professional Writing specialisation of the Bachelor of Arts in Communication course.

The ACT Branch of the Australian Library and Information Association offers two annual prizes, one to a student in the undergraduate degree course in Library and Information Studies and one to a student in the graduate diploma course in Library and Information Management, for the best academic performance overall.

The Con Kiriloff Memorial Prize is offered to the student completing the undergraduate degree course in Modern Languages with best results in Chinese Studies.

The John Balnaves Prize will be awarded annually to the student who completes the graduate diploma course in Library and Information Management or the undergraduate degree course in Library and Information Studies, with the most outstanding academic record in information retrieval.

The Public Relations Institute of Australia (ACT) offers an annual prize to the most outstanding student completing the Bachelor of Arts in Communication course with the highest score in the six Public Relations units undertaken during the previous three years.

The Records Management Association of Australia (ACT Education Committee) offers an annual prize to the most outstanding student for performance in formal studies in Information and Records Management.

The firm of Kodak (Australasia) Pty Ltd (ACT Branch) offers an annual prize for outstanding performance in the area of Information and Records Management.

The Bryan R Ward Foundation Prize for Tourism is awarded to the student completing the undergraduate degree course in Tourism for the best overall performance.

The ABC Radio Prize will be awarded to a third year Media student, enrolled in the undergraduate degree course in Communication for the best academic result.

The Leanne Harvey Ford Award prize is offered to a student in a Librarianship course for excellence in the service for young people specialisation.

The Quest Group Pty Ltd offers a prize, known as the Quest Solutions Award for Academic Excellence, to a graduating student who achieves the best results in the Graduate Diploma in Office Management course.

Faculty of Education

The Australian Federation of University Women (ACT) offers an annual prize to the most outstanding female student completing the Bachelor of Education course.

The Australian Psychological Society prize is awarded to the most outstanding student completing the Master of Education in Counselling course or the Graduate Diploma course in Psychology.

The Elsie Hope Solly prize is offered to the best female student who has completed the first year or equivalent of an undergraduate degree course in either the Faculty of Education or the Faculty of Information Sciences and Engineering for studies in the units Mathematics 1 and 2 or Engineering Mathematics 1 and 2.

Faculty of Environmental Design

The ACT Chapter of the Royal Australian Institute of Architects offers an annual prize (the John Redmond prize) for an outstanding performance by a student over the first three year tier of the Architecture course. It also offers an annual prize to the outstanding student in the final two- year tier of the Architecture course.

The Australian Institute of Landscape Architects (ACT Group) offers an annual prize to a final year student of outstanding performance in the Landscape Architecture course.

The Robwin and Sons Prize in Building Economics is awarded annually to the best student in Building Economics.

The ACT Chapter of the Australian Institute of Quantity Surveyors offers an annual prize to the best student completing the undergraduate degree course in Construction Management and Economics (Quantity Surveying).

The Ergonomics Society of Australia (ACT Branch) offers an annual prize to the student who, at the end of the year, has achieved the highest standard in an identified ergonomic unit or program.

The Roger Johnson Prize in Environmental Design will be awarded annually to the best student who completes a one- or two- day project.

The Canberra Neurological Centre Pty Limited offers annually The Community Projects Prize to the best student or group of students obtaining the highest academic achievement in a major design project undertaken in the units Architectural Design and Technology 5.1 or 6.1.

The Mitchell/Giurgola & Thorp Travelling Scholarship Prize is offered to the outstanding student participating in a design competition undertaken as part of the course work in the unit Architectural Design and Technology 6.2.

The Australian Institute of Building (NSW Chapter) prize is awarded to the best student completing the undergraduate degree course in Construction Management and Economics.

Murray Northrop Consultants Pty Ltd offers a prize to be known as the Northrop Canberra Award, to be awarded biennially to the winning team in an inter- team competition to carry out a specified design brief.

The Australian Institute of Building offers an annual prize (the F.O. Watts Prize) to the best student in Construction Management in the final year of the undergraduate degree course in Construction Management and Economics.

The ACT Housing Trust Prize is offered to the outstanding student enrolled in one of the units Architectural Design 3, Human Environmental Studies 3A or Landscape Planning and Design 3.2, who has made a significant contribution to a topic relevant to ACT public housing.

The Building Science Forum of Australia ACT Regional Division Inc, offers the Building Science Forum Prize is awarded annually at the end of the penultimate year of study to the outstanding student in Architecture, for the Environmental Control component of units.

The Building Science Forum of Australia ACT Regional Division Inc, offers the Building Science Forum Prize to the outstanding student in Construction Management and Economics for the units Environmental Services 1 and 2.

Faculty of Information Sciences and Engineering

The firm of Aspect Computing Pty Ltd offers an annual prize to the best group of students completing the unit Computer Practice in the second semester of each year.

The Elsie Hope Solly prize is offered to the best female student who has completed the first year or equivalent of an undergraduate degree course in either the Faculty of Information Sciences and Engineering or the Faculty of Education for studies in the units Mathematics 1 and 2 or Engineering Mathematics 1 and 2.

The Canberra Branch of the Australian Computer Society offers a prize each semester to the most outstanding student in the unit Data Structures and Algorithms.

The Canberra Chapter of the EDP Auditors Association offers an annual prize to the best student completing the unit Computer Audit who has done outstanding work in the field of computer audit, having produced a paper on a selected topic.

The Statistical Society of Australia (Canberra Branch) offers an annual prize to the student who obtains the best results in third year Statistics units.

The ACT Branch of the Australian Institute of Physics offers an annual prize to the best student in the six credit point unit Applied Physics 2.

The Price Waterhouse Urwick Prize is offered to the student enrolled in either the Graduate Diploma in Information Systems or the Graduate Diploma in Computing Studies who achieves the greatest success in the unit Systems Analysis G2.

The Gordon Aitchison Prize is offered to the student with the best overall results in the units Engineering Physics 1 and Electronics Engineering 1.

The Institution of Radio and Electronics Engineers Australia offers an annual prize (known as the IREE Australia Prize) to a student who has completed the course leading to the Bachelor of Engineering in Electronics and Communications Engineering and has attained the highest level of proficiency in Communication Electronics during the third and fourth years of the course.

The Canberra Division of the Institution of Engineers, Australia offers an annual prize (the W.E. Sansum Medal) to the student who has attained the best all round performance in the fourth year of the undergraduate degree course in Electronics and Communications Engineering.

The Canberra Division of the Institution of Engineers, Australia offers an annual prize (the Jennifer Cox Memorial Prize) to a second year student who has achieved the best overall performances in the units Electronics Engineering 2A and Computer Organisation 2 in the undergraduate degree courses of Computer Engineering or Electronics and Communications Engineering.

The Electrical College Board of the Institution of Engineers, Australia prize is offered to the student who achieves best results in third year Electronics and Communication or Computer Engineering units.

Faculty of Management

The Australian Society of Certified Practising Accountants offers annual prizes to the best student completing a degree course with an Accounting major acceptable for admission to the Society, and a medallion and prize to the best first- year student and best second-year student enrolled in the Bachelor of Commerce in Accounting course.

The firm of Coopers & Lybrand, Chartered Accountants, offers an annual prize to the student who has the best performance in the unit Accounting Theory.

The firm of Ernst and Young, Chartered Accountants, offers an annual prize to an Accounting course student who has the best performance in the unit Finance 2.

The Australian Institute of Bankers offers an annual prize to the best student completing the Bachelor of Commerce in Banking and Finance course.

The Public Sector, Professional, Scientific, Research, Technical, Communications, Aviation and Broadcasting Union offers three prizes each year to be awarded to outstanding students undertaking the units Development Administration undergraduate or graduate, Public Policy 2 and Women and Organisations.

The Royal Institute of Public Administration Australia (ACT Group) offers an annual prize to the best student in the unit Administration 4 (Australian Public Administration).

The Australian Institute of Management offers an annual prize to a graduating student who has attained a general high standard of excellence throughout the course leading to the degree of Bachelor of Arts in Administration, and who has displayed special merit in the final year.

The ACT Chapter of the Institute of Management Consultants in Australia offers an annual prize to be awarded to the most outstanding student completing the unit Strategic Management MBA in that year.

The Lend Lease Fern Hill Technology Park Prize will be awarded annually to the student who attains the first place overall in the unit Intrapreneurship and Entrepreneurship.

The firm of Deloitte Touche Tohmatsu offers an annual prize to the student completing the undergraduate degree course in Accounting, who has the best results in the units Commercial Law 3 (Taxation Law) and Auditing and Accounting Systems.

The firm Professional Careers Australia (ACT) offers an annual prize to the best student completing the course leading to the degree of Bachelor of Commerce in Accounting.

The firm of Snedden Hall and Gallop offers an annual book prize to the best student completing the unit Law of Business Transactions undergraduate or graduate.

The University Co-operative Credit Society (ACT) Limited offers two prizes annually, to be awarded to the best student completing the unit Financial Management G (Semester 1) and to the best student completing the unit Business Finance MBA (Semester 2).

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  - Student Services Committee
  - Study Skills Centre

Audiovisual Services

Audiovisual equipment services to general teaching rooms include centralised video replay, audio recording, equipment set-up and assistance with operation of audiovisual equipment. These services are located in Building 10.

Enquiries: Information Services Division, telephone (06) 201 2675

Computer and Network Services

University computing services and facilities including central, micro and networking facilities are located in Building 10 which houses the computer mainframes, computer terminal and microcomputer laboratories.

Academic computing facilities are provided as a resource for students to gain practical experience in the use of current computer technology. The equipment available includes multiple servers that support several laboratories of microcomputer workstations which form part of a single University computer network.

The campus network supports more than 1000 microcomputers located in the Faculties and the Administration. In addition there are over 150 Macintosh and PC microcomputers located in 10 terminal laboratories in Building 10. All of this equipment is available to students 24 hours a day, seven days a week during the semester. A technical advisory service is also provided to assist students in the use of these computer facilities.

The University computer network is connected to the Australian Academic and Research Network (AARNet) which provides a computer network communication facility to all Australian universities and many research networks in the USA and UK (Internet). Academic staff have access to AARNet and to a range of multi-media development facilities including document scanners, high resolution colour graphics system, colour printers and CDROM services for course development and personal research work.

All students have access to and use of the University computer network subject to registering at the Help Desk in Building 10 and being allocated a log-in and password.

A computer sales facility is available where students may purchase microcomputers, software and computer consumables or rent a microcomputer for short periods. The Information Services Division performs its own microcomputer and audiovisual maintenance and offers a repair service to staff and students for personally owned equipment on a fee basis.

CWIS (Campus-Wide Information Service)

Students and staff can make information accessible electronically on CWIS. Enquiries on this service can be made at the Help Desk, Building 10 or Information Desk, Building 8.

Library Services

Library and information services are available in Building 8. These services include planning assistance to staff in identifying and acquiring essential items for reading lists and for research; access for students to essential items on reading lists and for research; access to wider sources of information for staff and students using CDROM databases and electronic sources on the Australian Academic and Research Network (AARNet) and the Internet; selective access to tapes of some lectures; and document delivery services including interlibrary loans and electronic services such as CARL Uncover.

Library facilities including study carrels and tables, group discussion rooms, a serials reading room, photocopying machines and equipment for use with audiovisual resources, and public access terminals for library catalogues and network services. A Librarian is on duty at the Information Desk to assist during all opening hours (telephone (06) 201 2255 or 201 2282). Borrowing is available to all students who hold a current identification card and to all staff.

Photocopying Services

Public photocopying machines and colour photocopiers are located in Building 8. Laser printing, image screening and colour overhead production facilities are available in Building 10.

Training Services

General training sessions for students on the use of the online catalogue, CDROM databases and the Internet are offered during semester at advertised times. Specialised subject-oriented sessions are mounted by arrangement with academic staff.

General training sessions in the use of audiovisual and computer services are provided for staff and are offered in response to demand at advertised times. Customised training courses are available for a fee.

International Office

In conjunction with the Faculties the International Office identifies, develops and supports international opportunities for the University.

Specific activities include the strengthening of opportunities for international understanding through the development of international staff and student interchange programs, the fostering of relationships and common interests with universities abroad and the design and co- ordination of international marketing of University courses.

The office also administers applications for admission from international students, ensures that these students enjoy a high standard of support services during their study in Australia and assists in the operation of international alumni networks.

It is expected that Year 12 international students currently studying in Australia should submit their applications through the NSW and ACT Universities Admissions Centre (UAC). If in doubt about this procedure, contact the International Office. Other intending undergraduate and graduate international students should submit their applications direct to the International Office.

The University offers a wide range of courses to overseas students. Courses are offered at bachelor degree, graduate certificate and diploma, masters and doctoral levels. Details of courses on offer and application procedures can be found in the International Undergraduate and Postgraduate Guides. These guides should be read in conjunction with the University Handbook.

The International Office also has a role in providing a range of services to overseas students, including:

· providing successful applicants with pre-departure information

· reception services for newly arrived students

· assistance in finding suitable accommodation

· orientation and assistance in course registration

· on-going support and assistance and referral to main stream support services as appropriate.

The office also has responsibility for applications received under various overseas scholarship programs, including

· scholarships for students from developing countries awarded under the Australian Government's foreign aid program and administered by the Australian International Development Assistance Bureau (AIDAB).
For 1995 intake the following countries participated: Bangladesh, China, Cook Islands, Eritrea, Hong Kong, India, Indonesia, Federated States of Micronesia, Fiji, Kenya, Kiribati, Laos, Malaysia, Marshall Islands, Mauritius, Mongolia, Nauru, Nepal, New Caledonia, Nigeria, Niue, Pakistan, Papua New Guinea, Philippines, Palau, Seychelles, Solomon Islands, South Africa, Sri Lanka, Thailand, Tonga, Tuvalu, Uganda, Vanuatu, Western Samoa.
Please note that the eligible countries and eligibility criteria are reviewed yearly.
Interested persons should contact the AIDAB office at the nearest Australian diplomatic mission by about February each year for information concerning study in the following year.

· Overseas Postgraduate Research Scheme (OPRS). This scheme is open to applicants from any country except Australia and New Zealand and no age restriction applies.
Competition for places is strong and only a small number of scholarships are awarded annually.
It pays for the tuition fees and health insurance of awardees undertaking masters by research degrees or PhD programs by full-time study.
The duration of the award is two years for masters degrees and three years for PhD programs.
The closing date is 30 September in any year for study in the following year.

For further information (including a free copy of the International Undergraduate or Postgraduate Guide) prospective students should contact: The Director, International Office, University of Canberra, PO Box 1, Belconnen, ACT, Australia 2616. Telephone: 616 201 5342, Facsimile: 616 201 5040. Email : iso @adminserver. canberra.edu.au

Ngunnawal Centre for Aboriginal and Torres Strait Islander Education

The Centre for Aboriginal and Torres Strait Islander Education, known as the Ngunnawal Centre, was established as part of the equity profile of the University and is designed to increase the access, participation and success rates of Aborigines and Torres Strait Islanders in University courses.

The Centre is on level B of Building 7.

The Centre aims to:

· foster links between the University and the wider Aboriginal and Torres Strait Islander Community;

· encourage contacts with government departments and private enterprise which may benefit our students;

· forge links with other Aboriginal and Torres Strait Islander tertiary students across Australia;

· provide opportunities for Aboriginal and Torres Strait Islander students to be involved with matters affecting their social and academic development;

· enable university access for Aboriginal and Torres Strait Islander students who do not have regular entry;

· provide social, cultural and academic support to all Aboriginal and Torres Strait Islander students on campus;

· provide an atmosphere which encourages excellence in all cultural and academic pursuits by our Aboriginal and Torres Strait Islander students;

· be a focus for Aboriginal and Torres Strait Islander teaching, research and other initiatives on campus;

· increase awareness of Aboriginal and Torres Strait Islander issues in the University and wider community;

· promote an awareness of Aboriginal and Torres Strait Islander cultures, and the particular needs of our students, throughout the faculties.

The academic leadership and overall responsibility for the Centre rests with the Dean of the Faculty of Applied Science. The Aboriginal Liaison Officer is responsible for the orientation and pastoral care of the students, and there are four academic staff to develop and teach the Foundation units and provide academic support for Aboriginal and Torres Strait Islander students on campus.

All Aboriginal and Torres Strait Islander students seeking admission to the University are interviewed and counselled by the staff of the Centre as to the most appropriate mode of entry into the University. Possible modes of entry include:

(a) applicant does not meet admission requirements for their chosen course and so enrols in the Foundation Program;

(b) conditional entry into a course supplemented with some units from the Foundation Program;

(c) direct entry into a degree program.

To help students adjust to the new environment of the University and to ensure that they are adequately prepared to undertake tertiary studies, the Ngunnawal Centre offers the following Foundation Units:

Foundation Communication Skills

Foundation Study Skills

Further information about the Centre can be obtained from Ms Suzanne O'Neil, Aboriginal Liaison Officer, or Ms Ros Homem, Executive Officer, telephone (06)201 2998.

Student Accommodation

The student residences are situated within easy walking distance of the Belconnen Town Centre and its large range of shops. Public transport provides regular bus services to the University from all suburbs through the Civic, Woden and Belconnen Interchange systems. A brochure describing each type of student accommodation can be forwarded on request, but prospective students are advised that the University cannot guarantee each student will be offered the accommodation desired.

OnCampus Accommodation

There are 1056 places available in the student residences on campus, and a percentage of this accommodation is offered each year to new students.

The accommodation comprises fully furnished single study- bedrooms. Common kitchen/dining and laundry facilities enable residents to do their own cooking and laundering. Kitchens and laundries are equipped with basic facilities but residents will need to supply their own bed linen, towels, cutlery, crockery and cooking utensils. As most students bring their own doonas, blankets are only supplied on request.

Eligibility for Residences

To be eligible for a room in a residence on campus a student must:

(a) not have parents resident in the Canberra/Queanbeyan area;

(b) be enrolled as a full- time student at the University for the semester in which accommodation is required;

(c) accept the offer of accommodation accompanied by the accommodation fee and room deposit by the date advised.

In some instances students with special circumstances are given preference for accommodation. Students who believe they have special circumstances should set them out in writing to the Student Counsellor and include with their application.

Accommodation Fees

On- campus accommodation fees for 1995 will be $79 per week, with International House fees being $90 per week. A small number of rooms at slightly cheaper rates is also available. As well as accommodation fees, an SRA fee of $7 per semester must be paid. Fee levels are reviewed annually. The residential calendar consists of 39 weeks per year.

There is also a room deposit fee of $150 this must be paid in addition to the accommodation fee. A $50 cancellation charge applies if a student pays for accommodation and then cancels out before moving in.

The room deposit will only be refunded by application after vacating and in compliance with the administrative requirements detailed in the Student Residences Booklet 1995.

The full semesters accommodation fee and security deposit must be paid in advance before occupancy of a room is allowed. Part payment of accommodation fees is not permitted.

Cheques should be made payable to the University of Canberra. Applicants should note Bankcard and other credit card facilities are available.

Applications New Students

To obtain an application form for student accommodation, apply direct to the Accommodation Office (from September 1994). For further information on fees and other details about accommodation available throughout the year write to: The Accommodation Manager, University of Canberra, PO Box 1, Belconnen, ACT 2616, or telephone (06) 201 2921. Applications for accommodation should be lodged by 9 December, 1994. Students should not wait until an offer of place at the University is made.

Offers of on- campus accommodation to new students is made immediately after the UAC offers are made.

Allocation of Rooms New Students

New students who have been offered accommodation can secure the room by the payment of the full accommodation fee and security deposit no later than the closing date specified in the offer of place (Accommodation).

New students are expected to move into residence on Saturday morning, 18 February 1995. Payment of accommodation fees does not ensure the allocation of a particular room. Please note that room information cannot be given over the telephone.

Residential Orientation Program for New Students

A residential orientation program will be held on Saturday, 18 February and Sunday, 19 February 1995. As this is a compulsory program all first year students who accept an offer of accommodation are expected to attend. A fee of $75 is charged and is to cover catering and services provided on the weekend that new students arrive.

Due to cancellations, some students may receive a "late" offer of accommodation. Such students should note that rooms will not be retained for them if the full accommodation fee has not been paid by 4.30pm on Sunday, 19 February 1995 (Semester 1), and by 4.30pm on Friday, 14 July 1995 (Semester 2).

Waiting List New Students

New students who are not successful in obtaining an offer of accommodation should contact the Accommodation Office during Orientation/Registration Week in person, fill in an "Application for Residential Accommodation" form, and request that their names be placed on a waiting list. Students requesting to be placed on the waiting list must be able to supply a local address and telephone number for contact. Students must also update their name on the waiting list to assist with keeping lists current. The dates for reapplying are 24 February and 16 June 1995.

Applications Returning Students

Returning students, not already living on campus and who wish to do so, should contact the Accommodation Office in person from early September, and complete an application form by the date indicated.

University Policy on Smoking

The University has adopted a policy that there will be no smoking in University buildings, including student residences. Students are advised that a contravention of this policy is a breach of the Student Conduct Rules.

Private Accommodation

A private accommodation service may be available in 1995. However, the University does not enter into negotiation with householders on behalf of students.

Accommodation Office

The Accommodation Office is located in Building 1, Room B200 and is open from 9.00am to 4.30pm Monday to Friday, except on University and public holidays.

Mail for Students

Mail for students in the residences must include the name and room number and should be addressed to: PO Box 20, Belconnen, ACT, 2616. Students are advised that letters containing cheques and other valuables should not be sent to the address given above. Those receiving cheques from outside the University should have them directed to their bank account.

Services for Resident Students

A team of Residential Assistants (who are second or third year students) is located throughout the Residences. They provide guidance, support and pastoral care for residents to help them adapt to the academic, residential and social life of the University.

Students living in the residences also have a number of welfare and counselling services available to them on campus. Some of these services are provided by the Dean of Student Residences who in addition to being responsible for student welfare is also concerned with student discipline. For details on Health and Counselling Services and for information about other University organisations, refer to the section on University facilities and services.

The University provides a caretaker and security service for the student residences.

Accommodation Refunds

On completion of your stay in residences your room will be checked against an inventory and assessed for cleanliness and damages. If your room check is satisfactory a full refund will be provided. If, however, your room check shows discrepancies against the inventory and there are damages the amount will be deducted from your room deposit fee.

Please note that refunds cannot be processed without first lodging a request for refund. This procedure takes approximately 14 days during semester. However, all end of semester refunds ie from week 17 onwards and take 3-4 weeks due to the volume of work.

The Accounts Section will issue your refund in Australian currency. Please note there is not provision for early refunds or refunds in your local currency.

Cancellations

If, after payment of your full semester accommodation fee up-front, you decide to vacate residence the following applies:

(i) A $50 cancellation charge applies if a student pays for accommodation and then cancels, without moving in.

(ii) if you decide to vacate your accommodation between weeks 1-12, two weeks notice must be given and the occupant is charged at the casual rate of $90 per week for University Village and blocks A-H, I-N, PQR or $100 per week for International House.

(iii) There are no accommodation fee refunds after week 12.

(iv) As the Orientation Program is compulsory this is a non refundable fee.

Provision is made, however, to consider refunds for cases where special circumstances exist.

Mid-semester breaks and vacation period between Semesters 1 and 2 in 1995

There is provision for students to remain in the residences over these periods but conditions apply. As the University takes in conferences during this period students are required to vacate their room (including all their belongings) and move to designated blocks for the duration of the break.

Health and Counselling Services

Health Services

The aim of the Health Services is to provide comprehensive care for the students, staff and the children at the creche (only if they become ill whilst attending the creche).

The following services are provided --

General practitioner medical consultations

Sports medicine and treatment of sports injury

Medical treatment for international students

Diving medicals and advice on diving problems

Staff medicals

Contraceptive advice/Pap smears

Morning- after Pill

Pregnancy tests

STD screening

Condoms

Minor surgery (eg. removal of skin lesions and suturing)

Immunisations (eg. Hepatitis B, Tetanus boosters)

Overseas travel vaccinations and information

Skin clinic/Wart clinic

Dressings

Physiotherapy

First Aid - treatment of minor fractures, cuts and burns

Lung function tests

Hearing tests

Blood tests (eg cholesterol, AIDS, Hepatitis B, blood group)

Massage

Dietitian

Haemoccult bowel cancer testing

Dental screening service for students

Counselling Services

Personal Counsellors

Personal counsellors provide a range of professional services to assist people to deal more effectively with their personal lives. Assistance is also available for study related issues such as exam stress and support in situations of harassment and discrimination.

International Student Counsellor

A counsellor is available to assist international students (private and sponsored) with any problems related to study or personal life.

Residential Student Counsellor

A counsellor is available to assist any student living in residences experiencing problems that are personal or may be related directly to difficulties with residential living.

General Information

Payment: Medical services for students are bulk-billed through Medicare. Dental screening, dietitian, counselling and nurses services are free. Physiotherapy is $5 a consultation.

Staff pay a standard consultation fee for medical services. Staff are also seen in workers' compensation matters.

Health Insurance: Although most medical services are bulk- billed for students, it is essential to be clear about details of your private health insurance cover, if you have private health insurance yourself or if you are covered on your parents' health insurance. It is essential that you have a Medicare number or for overseas students, a Medibank Private number. If you are still on your parents' card you can apply for your own card through any Medicare office.

Students not dependent on their parents and earning low incomes may be eligible for a Health Care card. This card subsidies medical care and prescriptions and is available through the Department of Social Security.

Students with Disabilities: Students suffering from any chronic or recurrent illness such as asthma, epilepsy or diabetes, or any other disability such as hearing or sight impairment, mobility problems or other conditions, are advised to make early contact with the Health and Counselling Services as well as the Equity Officer - Disabilities so assistance with study can be given if needed.

Confidentiality: All consultations with the health and counselling services are confidential, and no report appears on a student's official record.

Appointments: Appointments are essential (except in emergencies). Referral from a doctor is necessary to see the physiotherapist. Appointments to see the dietitian and dentist may be made without seeing a doctor first.

Location: South end of Building 1, level B

Hours: 9am - 5pm Monday to Friday

Telephone: (06) 201 2351/2358

Other OnCampus Student Services

Cashier's Office

The Cashier's Office is located in Room 1B103, level B of Building 1 in the University Accounts Section (near the Student Information Desk). The normal opening hours are Monday to Friday 9.00am to 4.30pm, except for Orientation Week in each semester when the hours are 8.30am to 4.30pm.

Chaplaincy Centre

The services of chaplains from some denominations are available to students and staff. They provide Christian workshop services, prayer and meditation, group crisis support, spiritual direction, counsel and links with parishes.

Location: The Chapel, 1C75; Chaplaincy office : 1C75b.

Religious Support Services

Services for students of other faiths are available from time to time. Information is displayed on University notice boards, or consult the Chaplaincy team. A prayer room (1C24) is provided for Moslem Students.

Careers and Student Employment Service

Advice and assistance is offered to all students of the University in finding employment.

Services are offered in the following areas:

Careers Adviser

(Telephone (06) 201 2362)

· professional careers counselling for prospective and enrolled students, including the use of computer software to assist with career decisions.

Graduate Employment Office

(Telephone (06) 201 2365)

· assistance with obtaining full- time employment for final- year students at the end of their course, including an on- campus employment interview program (the Employer Visits Program - EVP), which is run in May and August each year.

Student Employment Office

(Telephone (06) 201 2364)

· advice and assistance with obtaining casual, part- time and vacation employment and work experience for students enrolled at the University.

· arranges insurance coverage for course- related voluntary (unpaid) work experience and internships.

Careers Library·

information about part- time and full- time employment opportunities, working overseas, careers literature, copies of major newspapers, scholarship information, handbooks from other institutions and graduate survey results.

· literature and videos about interview techniques, letters of application and writing resumes; personal assistance is also available in these areas.

Location: Concourse, North end of Building 1 (1B18) adjacent to Students' Association.

Dean of Students

The Dean of Students is a full- time member of the academic staff of the University who has additional responsibility for various aspects of student welfare. The Dean principally acts as general academic adviser for students and as mediator in their dealings with the University authorities, especially those dealings involved with grievances and appeals, and correspondence about unsatisfactory academic progress. The Dean is also concerned with the general welfare of students through membership of appropriate University committees. The Dean of Students is Ms Maureen Bettle, Faculty of Communication, Room 1C128, telephone (06) 2029/2334, and she may be contacted at all reasonable times.

Associate Dean of Students

The Associate Dean of Students assists the Dean of Students in carrying out the Dean's responsibilities.

Dean of Student Residences

The Dean of Student Residences is a full- time member of the academic staff of the University who has additional responsibility for aspects of the welfare of students in residence on the University campus.

The Dean of Student Residences is Helen Coventry, Lecturer in Administrative Studies. Her office is in Building 6 (Room D2), telephone (06) 201 2700. She is available for consultation at all reasonable times.

Student Services Committee

The general well- being of students is the concern of the Student Services Committee, and its Academic Support and Welfare sub-committees. The Student Services Committee advises the University Council in all matters relevant to student services and welfare. The Committee is chaired by a member of the University Council, or in his/her absence by the Dean of Students. Members include the President of the Students' Association (or nominee), the Dean of Students, the Director of Residences, President of CUPA (or nominee), Chair, Academic Support Sub-committee, Chair, Welfare Sub-committee and the Chair of the Union Board of Management (or nominee). Students may bring suggestions and proposals to the attention of either sub-committee, through their representatives, in the first instance.

Study Skills Centre

The Study Skills Centre is a resource for all students who wish to improve their academic performance and ensure their eventual success, by acquiring the necessary skills to deal with the demands of tertiary study.

Workshops are offered throughout semester on the full range of study skills topics, including planning and time management, effective reading, essay and assignment writing, oral presentations, and examination techniques and stress management. Workshops or seminars are also presented for particular Faculties, disciplines or units, by arrangement. Individual counselling is also available and covers issues such as goal- setting, self- esteem, maintaining lifestyle balance, or any other matter which impacts on study. All sessions are on a completely confidential basis.

In addition to serving the general student population, the Centre has special responsibility for the study needs of particular groups on campus, including part- time and mature age students (for whom after hours workshops and appointment times are available) and students of other- ethnic origin. In collaboration with the University Equity Office, it also assists students with disabilities to deal with study demands.

Location: Concourse, North end of Building 1 (1B5)

Hours: 9am - 5pm Monday to Friday including semester break

Telephone: (06) 201 2361 (answering machine for after hours calls).

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General and Commercial Facilities

- Childcare on campus
  - Kirinari Creche
  - Wiradjuri Preschool and Child Care Centre
- Parking
- Mail Services
- Telephones
- University Union
- Sports Centre

Childcare on campus

Kirinari Creche

Kirinari Creche, a co- operative run by and for the members, offers staff and students of the University of Canberra (UC) campus-based quality childcare for children aged from birth to six years.

· Semester care: Seventeen weeks each semester, two sessions per day. Bookings are cancelled at the end of semester and re-booked according to your timetable. Priority is given to UC students.

· Permanent care: Fifty weeks per year. Designed for working parents, priority is given to UC staff. Hours of operation are; 8.00am - 6.00pm.

Childcare assistance is available to qualifying families.

Location: Kirinari Street, adjacent to Sports ovals.

Telephone: (06) 201 2339 for booking information.

Wiradjuri Preschool and Child Care Centre

The Centre enrols children from two years to six years. Full- time and part- time places are available. Further information can be obtained by telephoning the Director.

Location: Faculty of Education, Building 5 level B

Hours: 8.00am to 5.30pm, Monday to Friday, and closed 4- 5 weeks over the Christmas break

Telephone: (06) 201 2087 or (06) 201 2494

Fax: (06) 201 5065

Parking

Parking areas for motor cycles and cars (including handicapped persons' vehicles) are located around the campus. A time limit applies in some areas, and other restrictions are in force as indicated. The parking areas are patrolled and those not observing the regulations may be fined under the appropriate traffic and parking ordinances for the ACT.

Mail Services

There are two public post boxes, cleared Monday to Friday on University working days throughout the year. One is located in The Hub near the Pharmacy and is cleared at 11.00am and 1.00pm and the other is on Level B, the passageway between the main entrance foyer and is cleared at 11.30am and 1.30pm. Stamps are sold at the Union Shop. A box for University internal mail is located on the concourse adjacent to the main entrance foyer in Building 1. A box for Student Administration mail only is located in the external lobby, Level B, Building 1 near the entrance to the Cashier's Office.

Telephones

Public telephones (Green - STD and IDD) are available at the following locations on campus:

Building 1 level B Union foyer

Building 1 telephone booth on concourse opposite the north lobby entrance

Building 1 main entrance foyer

Building 2 foyer

Building 3 foyer

Building 4 foyer

Building 5 level A foyer

Buildings 6 and 7 foyer between buildings 6 and 7 (north end)

Building 8 foyer

Building 9 foyer

Building 10 foyer

Building 11 B level

ISD phones (Gold) are available in the following locations:

Students Association, level B concourse building 1

entrance to Union, Building 1, level B.

Card/coin telephones are available in all residential blocks and

Building 11 A level

Building 14 Boiler/House lecture theatre

University Union

A student of the University of Canberra automatically becomes a Union member on payment of the Services & Amenities Fee. The Union operates under a constitution approved by the University Council and is governed by an elected Board of Management.

The Union is the community centre of the University and is responsible for the provision of a wide range of services including food and beverage facilities, lounges and recreational areas, Union shop, Sports Centre, conference and catering facilities.

It organises for students a range of social, cultural and sporting activities throughout the year to provide relief from the pressures of study and assessment. Activities include dances, concerts, film nights, 'munch & mingle' occasions for mature age students, competitions, inter- university championships, lunchtime performances, debates, market days and theme events.

There is an excellent variety of clubs and societies affiliated with the Union ranging from recreational to Faculty based to highly competitive sporting clubs. This year they include accounting, athletics, Aussie rules, cycling, engineering, landscape architects, theatre, hockey, international students, media, netball, outdoors, public relations, rugby union, scuba, skiing, skydiving, soccer, squash, touch, volleyball, water skiing and windsurfing. There are thirty-five clubs presently operating, and new ones can be started if sufficient numbers support them.

The facilities provided by the Union include:

the refectory - hot food, salads, Asian food and sandwich bar; a coffee lounge; a bar with provision for entertainment; a shop with a second- hand book exchange; licensed restaurant; conference and meeting rooms; free legal advice; club house with barbecue area; playing and training fields, and the Sports Centre.

Enquiries: 1B30 (06) 201 5144

Sports Centre

The Sports Centre has top quality facilities to cater for the training and recreational needs of members. It offers weights training and supervision, aerobic classes for all levels of fitness, an indoor hall for badminton, volleyball, netball, soccer and hockey, squash and tennis courts, playing and training fields.

It also runs short leisure courses in the evening such as squash and tennis coaching, jazz ballet, self defence, Swedish massage, basic guitar, public speaking, ballroom dancing, yoga and St John's First Aid. There is a lunchtime social sports program called Intramurals which is open to all students and staff which has an emphasis on fun and participation.

Location: Building 4

Telephone: (06) 201 2542

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Commercial Facilities

- Banking Services
- Cooperative Bookshop Limited
- Credit Union
- Campus Pharmacy
- Hairdresser
- Travel Service
- Union Shop

Banking Services

The Commonwealth Bank provides full banking services including investment and lending facilities and welcomes enquiries regarding campus loans.

Location: The Hub, lower ground floor between Buildings 1 and 8.

Hours: 10.00am to 3.00pm week days excluding public and University holidays. An Autobank terminal is available for transactions outside these hours.

Telephone: (06) 251 1874

Cooperative Bookshop Limited

The University Co- operative Bookshop Limited conducts a shop at the University. Anyone can buy books at the Bookshop without becoming a member of the Co- operative, but members receive discounts. Special discounts off recommended retail prices are announced during the year. Anyone may become a member of the Co- operative by purchasing a $15.00 share redeemable at any point after two years.

Prescribed texts for units will be displayed on boards outside the Co- op Bookshop, from the middle of February for Semester 1 and in July for Semester 2. Units will be listed in alphabetical order, by Faculty.

Location: The Hub, lower ground floor between Buildings 1 and 8.

Hours: 9.00am to 5.00pm Monday to Friday throughout the year, except public and University holidays, with extended trading hours during the first two weeks of each semester.

Telephone: (06) 201 2207

Credit Union

Membership is open to all staff, students and their families. The Credit Union offers a competitive range of financial products and services and is committed to excellence in member service.

Location: The Hub, lower ground floor between Buildings 1 and 8.

Hours: 9am - 4.30pm Monday - Friday, excluding public and University holidays

Telephone: (06) 201 2006 UC Branch or (06) 257 2511 ANU Branch

Fax: (06) 251 4177

Campus Pharmacy

Campus Pharmacy provides all pharmaceutical needs - - prescriptions, medications, surgical and sports dressing, cosmetics and beauty aids, perfumes, personal requisites, photographic supplies, gifts and soft toys, Australian T- shirts and sweat shirts, hat and scarves.

Location: The Hub, lower ground floor between Buildings 1 and 8.

Hours: 9am - 5pm Monday - Friday, excluding public and University holidays

Telephone: (06) 201 5331

Hairdresser

Leonardo's Uni Salon provides complete hairdressing services for men and women, by appointment.

Location: The Hub, lower ground floor between Buildings 1 and 8.

Hours: 9am - 5.30pm Monday to Wednesday, and Friday, 9am - 6pm Thursday, 8.30am - 12 noon Saturday, excluding public and University holidays.

Telephone: (06) 253 3056

Travel Service

STA TRAVEL handles all domestic and international travel arrangements except domestic rail bookings. Anyone can use STA but we have special rates for staff and students on business and holiday travel.

Location: The Hub, lower ground floor between Buildings 1 and 8.

Hours: 9am - 5pm Monday - Friday including semester break but not public and University holidays

Telephone: (06) 201 2280

Union Shop

The Union Shop sells stationery, drawing equipment, stamps, bus tickets, calculators, greeting cards and postcards, audio tapes, computer disks, clothing, and films and also sells second- hand textbooks. Academic dress is also available for purchase or hire through the shop.

Location: The Hub, lower ground floor between Buildings 1 and 8.

Hours: 8.30am - 5pm Monday - Friday during semester excluding public and University holidays.

8.30am - 4pm Monday - Friday during semester breaks.

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Definition of University Terms

Academic Requirements means the matters relating to a course that a student, admitted to the course, is required to successfully complete in order to qualify for the grant of an award. This includes

(a) any bridging requirement;

(b) units of study that a student is required to pass; and

(c) any other requirements (of an academic nature or not) the student is required to complete.

Advanced Standing is the recognition, by the University, of prior studies undertaken by a student that may satisfy part of the academic requirements of a course in which the student is enrolled. The term advanced standing covers both status and credit.

Approved Study Program also called Course Approval means a pattern of units that has been approved by the Dean of the appropriate Faculty as satisfying the academic requirements of a course. Approved study programs are used by students to plan the structure of their course, including elective units and their future enrolment.

Award means a degree of doctor, master, graduate diploma, graduate certificate, degree of bachelor, undergraduate diploma or associate diploma that may be awarded by the University under the *Courses and Awards Statute* 1979 as amended. The current listing of awards available is shown earlier in this section of the Handbook.

Bridging Requirement means a unit or units, test, remedial work, or any similar requirement that a student is required to undertake if the appropriate Dean of Faculty thinks fit.

Conditional Admission refers to students commencing a course of study whom Admissions Committee requires to pass certain unit (s) in a certain time in order for them to continue with their course.

Conditional Exclusion refers to students whom the Faculty Board requires to pass certain unit(s) in a certain time in order for them to continue with their course.

Course means a course of study and instruction leading to an award. See the section on the University's academic program in this Handbook for a listing of courses currently available. Courses are undergraduate, graduate or postgraduate.

Credit is advanced standing based on prior studies undertaken at the University.

Credit Points, in relation to a unit in a course. means the number of points assigned to the unit as an indicator of the amount of work required in that unit. One credit point represents an average workload of four hours per week during the semester including class contact and time spent on other study associated with the unit. Credit points are used in the calculation of the amount of HECS students are liable for.

Cross- Institutional refers to studies undertaken at one institution to satisfy part of the academic requirements of a course in which the student is currently enrolled at another institution. See 'Concurrent Study at Other Tertiary Institutions' under Enrolments in this section of the Handbook.

Discipline means a field of study in which a number of units are offered.

Elective Unit means any unit which is listed in the Register.

Enrolment - - see 'Finalisation of Enrolment under Enrolment in this section of the Handbook.

Exclusion - - see 'Exclusion from Studies' under Academic Progress in this section of the Handbook.

Faculty Warning is a warning issued by a Faculty Board of Studies to a student whose progress is considered to be unsatisfactory. If the Faculty Board believes that the student's academic progress continues to be unsatisfactory it may issue a direction to Show Cause.

Full- time/Part- time means a student studying at the University is defined as a full- time student for a particular semester if the study program for that semester includes units to the value of nine credit points or more. Students with fewer credit points are defined as part- time. Full- time/Part- time is not a reflection of the time of day classes are held.

Graduate Courses are courses that are graduate in time but not in content, that is undertaken after a Bachelor degree but in a different field of study to the Bachelor degree.

Major (a major sequence of units) means a set of sequential or related units, typically of at least 18 credit points with at least three credit points of at least level 3/6, and which may be required or approved as part of the academic requirements of a course.

Postgraduate Courses are courses that are graduate in time and content, that is undertaken after a Bachelor degree and in the same field of study as the Bachelor degree. In some cases appropriate work experience may also be required.

Quota Unit is a unit requiring permission to enrol from a lecturer- in- charge of that unit.

Register means the Register of Courses established under the *Courses of Study Rules* 1980 and includes the particulars of each course determined by University Council and descriptions of each unit approved by Academic Board.

Semester means a fifteen week period of instruction including a two week class free period. A three- week period of formal examination sessions follows each semester.

Semester Level, designated by arabic script, for example, 1, 1/2, 2, 3, 7/8 indicated the level of difficulty of undergraduate units, and represents the semester in which a full- time student is likely to take a unit.

Show Cause is a direction, given by a Faculty Board under the Academic Progress Rules, that a student whose academic progress is found to be unsatisfactory should show cause why they should be permitted to continue their studies.

Status is advanced standing based on prior studies not undertaken at the University.

Study Program, in relation to a student admitted to a course, means the program in which the student is authorised to undertake the course and includes a program relating to a part only of that course, eg, a semester study program.

Theses

(a) Type 1 Thesis (Masters by Research) involves 100 per cent of the overall credit point value of the degree being devoted to a research project and thesis:

(b) Type 2 Thesis (Masters by Research) involves a combination of coursework and thesis where 66 per cent or more of the overall credit point value of the degree is devoted to a research project and thesis.

(c) Type 3 Thesis (Masters by Coursework) involves a combination of coursework and thesis where the research and thesis, or project component, will comprise less than 66 per cent of the degree program.

(d) A PhD thesis must make a distinct and significant contribution to knowledge or understanding in the area of the research and/or to the application of knowledge to the analysis of problems in the study area; and must afford evidence of originality shown either by the discovery of new facts or by the exercise of independent critical thinking.

Undergraduate Courses are the initial types of tertiary level study and can lead to awards of Associate Diploma, Diploma and Bachelor.

Unit means a unit of study entered in the Unit Register and includes a unit of study or the equivalent undertaken by a student at another tertiary institution with the approval of the relevant Faculty Board.

Unit Level means the level of difficulty of a unit and includes

D for doctoral level;

M for master's level;

PG for postgraduate level;

G for graduate level; and

H for honours level

Undergraduate units do not have the level specified - - see *Semester Level*.

Variation of Academic Requirements is a process whereby students may vary the Academic Requirements of their course of study with the approval of the appropriate Faculty Board of Studies and notification by the Registrar.

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General Information for Students

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Advice and Information

Students seeking advice on academic matters should approach relevant members of Faculty staff such as the Executive Officer/ Assistant, their course adviser or other designated members of the academic staff.

Students seeking advice on administrative matters relating to such things as enrolment procedures, registration of a study program, scholarship applications or liability for HECS payments, should seek advice initially from the Student Information Desk in Student Administration. If necessary, enquiries will then be referred to appropriate staff in the administration, or administrative staff in the Faculties.

For the purposes of the *Freedom of Information Act* 1982, requests for access to documents under the *Freedom of Information Act* should be directed in the first instance to the Deputy Vice- Chancellor (Administration).

Cancellation of Units

The University reserves the right to withdraw a unit of study indicated as available in a particular semester if the number of students enrolled for that unit in that semester is insufficient to justify its presentation, or if other circumstances make effective presentation impracticable.

Common classfree period

There will be a common class- free period during semesters, from 12.30pm to 2.30pm each Wednesday. This allows staff and student activities such as cultural events, addresses, public lectures and seminars and similar functions to be held during that time.

Complaints

Complaints about University policies and procedures, or behaviour of members of the University community, may be resolved in any of the following ways:

· Self resolution, by making a direct approach to the person concerned. Sources of advice include the Student Information Desk at Student Administration, course advisers, the Dean of Students, administrative staff in the Faculties, the Health and Counselling Services, the Students' Association and CUPA.

· Conciliation, by involving a third party such as the Dean of Students or the Students' Association or CUPA.

· Lodging a written complaint. Special procedures exist for reviews of examination results, complaints about sexual harassment and grievances of higher degree students. In other cases, a written complaint should be lodged with the Dean of Faculty, the Dean of Students or the Deputy Vice- Chancellor (Administration). *Refer also* to Grievance Procedures.

Domestic animals/pets

The University does not allow any domestic animals or pets to be brought onto the campus, nor are they permitted in University buildings, vehicles or the student residences.

Grievance Procedures

The University encourages students to resolve any difficulties as early as possible by negotiation and mediation.

Students who consider that they have a grievance should consult the other party. If the matter is not resolved, the University has adopted procedures for mediation and/or formal hearing by a grievance panel. Copies of grievance procedures are available from Faculty Executive Officers, Student Administration, the Students' Association and CUPA.

Human and Animal Experimentation Ethics

The University has two Institutional Ethics Committees (the Human Experimentation Ethics Committee and the Animal Experimentation Ethics Committee) which examine and approve proposals for experimentation with humans and other vertebrate animals to be conducted by staff and students of the University for both teaching and research. The Committees also monitor the conduct of approved experiments.

Students taking part in such experiments, either as experimenters or subjects, are reminded of the obligation of unit conveners or researchers to ensure that a protocol for such experiments has been approved by the relevant committee. Some units enable students to gain experience in animal dissection and experimentation. These experiences are designed to increase students' understanding of animals, their structure and function, and may be optional should a student have reasonable grounds for not wishing to participate in them. Some units may require animal or human experimentation for professional training. In that event the Unit Outline distributed in Week 1 of the semester will outline any requirements for such experimentation.

Insurance

The University maintains insurance covers against a variety of risks, including public liability.

Enquiries: Building 1 Room D113

Telephone: (06) 201 5048

Lost Property

Mutually convenient arrangements can be made to inspect (for purposes of identification) and recover lost and/or unclaimed items handed in to the Lost Property Office. Items will generally be held for a period of six months only.

Location: Bulk Store Building (in the Maintenance Workshops area), off Wilpena Street, adjacent to the Boiler House Lecture Theatre

Telephone: (06) 201 2068

Notice Boards

Other than by post, the main channel of communication from Student Administration to the students on campus is the official Student Administration Notice Board system. The major set of notice boards is located in the level B (ground floor) lobby of Building 2 (Lecture Theatres). Students are advised to consult these notice boards frequently during semester for notices on such matters as timetable changes for classes, enrolment lists showing the units in which a student is enrolled for each of the year's semesters, examination timetables, and listings of non- fail results of assessment.

Orientation Programs

An integral part of the introduction to University life is the Orientation Program. A two- week program for overseas students is offered during the fortnight before the start of each semester. For other new and returning students a one- week orientation program is offered before first semester. Both programs include a wide variety of activities that are invaluable to new students at the University. They include discussions by students, staff and the University administration on the role of the University and individual faculties. Films, plays, displays by clubs, societies and faculties, and dances are also held. Included in the orientation are special programs for students whose first language is not English to assist them to adjust their learning styles to their new environment.

The University considers the Orientation Program an important part of the University year, and new students especially are encouraged to attend. Part- time students would benefit from attending as many activities as possible, especially the academic orientation and adjustment sessions. Orientation serves as an introduction to the University, and students and staff will be on hand to provide information on all aspects of University life.

An Orientation Program Handbook will be made available to all new students by the Students' Association and details of the academic orientation and adjustment program for overseas students will be available at the International Students Office.

Personal Details

A major responsibility of each student is to ensure that all information related to their involvement on campus and held by Student Administration is kept up- to- date, including addresses and telephone numbers. The importance of an emergency contact for the next-of- kin for each student is self- evident. The University cannot accept responsibility for information a student does not receive if the student has not registered their latest address with Student Administration.

Results of assessment are posted to a student's local address in Semester 1, and home address in Semester 2, unless the University is informed in writing of a different address (see Academic Progress, end- of- semester examinations).

A request for a change of name by which the student is registered on University records must be supported by appropriate documentary evidence, such as a copy of a marriage certificate or a statutory declaration.

All of these details can be registered by a student completing a "Change of Personal Data" form available from the Student Information Desk. Student Administration retains this information on a confidential basis, and will only release it with the permission of the student, or if holding a legal release to do so.

Public Transport

Public transport to the University is provided by regular bus services from all suburbs through the Civic, Woden and Belconnen Interchange system. Bus stops are located in Bimbimbie Street. Timetables are available from the interchanges, some newsagencies, and the Students' Association. The University is also connected to the Canberra system of bicycle paths.

Quota Units

Some units have been designated by Faculty Boards as quota units. These are identified on unit availability lists displayed on notice boards, and students must register with lecturers in charge of units, or their enrolment may not be valid.

Sexual Harassment

Sexual harassment, as described in the *Sex Discrimination Act* 1984, is a form of sexual discrimination which is illegal and formally opposed by the University.

The University has in place a set of procedures for dealing with complaints of sexual harassment. These procedures are designed to take account of the sensitive nature and unequal power structure which frequently characterise sexual harassment, and the consequent fears of victims about making complaints.

Initial contact should be with one of the nominated "contact persons" on campus. A list of these is available from the Dean of Students, the Equal Opportunity Office or the Health and Counselling Services. Such contact will be confidential and aimed at solving the problem rather than involving the parties in confrontation or controversy.

Student Behaviour

With the Acceptance of an Offer of Place at the University students accept that they will be subject to the Statutes and Rules of the University. Under the Student Conduct Rules a student may be excluded from the University if the Student Conduct Committee is satisfied that there has been a breach of these rules. Copies of the Statutes and Rules are available for perusal at the Office of the Registrar.

Academic Dishonesty

It is essential that an environment exists in which staff and students have the utmost regard for the principles of academic integrity. To this end, academic staff have a responsibility to inform their students of any particular norms of their discipline. For their part, students should be aware of the seriousness of such dishonesty and the possibility of exclusion for any of the listed offences.

Jurisdiction in cases of academic dishonesty rests with the School/Faculty with the exception that the recommendation for expulsion or suspension must be forwarded to the Academic Board for approval.

Definition: Academic dishonesty includes plagiarism as well as any deliberate attempt to unfairly gain advantage academically. Dishonest practices include fabrication of data, cheating, or the uttering of false statements relating to academic work by a student.

Definition: Plagiarism means presenting work done (in whole or in part) by someone else or presenting another person's idea as if it were one's own.

Plagiarism should be distinguished from co-operation and collaboration. Often, students may be permitted or expected to work on assignments collectively, and to present the results either collectively or separately. This is not a problem so long as it is clearly understood whose work is being presented, for example, by way of formal acknowledgment or by footnoting. Care should be taken not to plagiarise unintentionally.

The following are some examples of academic dishonesty. As it is not possible to cover every circumstance of academic dishonesty or plagiarism, this list should be considered as a guide.

Examinations and Tests

· Impersonating someone in an examination or test

· Copying from another student, or making information available to another student.

· Submitting a take-home examination, in whole or in part, by someone else.

· Wilfully preparing a take-home examination for submission by another student.

· Failing to obey or comply with examination regulations or instructions by a lecturer or invigilator.

Laboratories, Field Work and Research Reports

· Copying a laboratory or field report, or allowing someone else to copy one's report.

· Using another researcher's data unless specifically allowed by the instructor and the author.

· Allowing someone else to do the laboratory or field work without the knowledge and approval of the instructor.

· Using direct quotations or large sections of paraphrased material in a laboratory or field report, research report, thesis, or scholarly publication without appropriate acknowledgment.

· Fabricating or falsifying laboratory or research data.

Essays, Assignments and Theses

· Submitting written work in whole or in part by someone else as one's own.

· Wilfully preparing an essay, assignment or thesis for submission by another student.

· Wilfully preparing an essay, assignment or thesis or knowingly allowing one's essay, assignment or thesis to be copied by someone else for the purpose of plagiarism.

· Using direct quotations, or large sections of paraphrased material without acknowledgment.

· Buying or selling of term papers or assignments and submitting them as one's own for the purpose of plagiarism.

· Submitting the same piece of work in more than one course without the permission of the instructor(s).

· Unauthorised removal from the library, or deliberate concealment of, library materials.

(Acknowledgment: School of Graduate Studies and Research Calendar 1993-94, Queen's University, Canada and University of Wollongong 1983 Undergraduate Calendar)

Smoke-free environment

The University of Canberra maintains a smoke- free environment. Smoking is not permitted in any University buildings and other structures owned or controlled by the University and in any part of the building or structure used by the University on a permanent, temporary or ad hoc basis. This policy covers all vehicles and other means of transport, which are owned, controlled or in use by the University. The policy is a directive from the Vice- Chancellor and is enforceable under the Regulation of Student Conduct Rules 1992.

Student Identification Card

Each student on campus is issued with a student registration number which is used to identify each student uniquely for the processing of certain student information. For example, changes to a semester program or to personal data, the borrowing of books and other materials from the Library, sitting for formal examinations, and the use of Computer Services Centre and Curriculum Resources Centre facilities are all dependent on a student's proof of identification. For these and other purposes students are required to carry a valid, up- to- date identification card while on campus. Failure to produce a valid student identity card may result in a student being excluded from an examination. The identification card is produced in New Student enrolment week for new students in each semester. The card is valid for a period of one year. Continuing students have their cards updated each year. The issue of cards is undertaken by University staff and will be performed only on the proof of payment of the Registration and Acceptance fee as indicated by a valid fee receipt.

The procedure for issuing cards to new students is conveyed to them with the Offer of Place in their New Student Enrolment Pack. The procedure for updating cards for continuing students will be conveyed to them in the Vital Information Booklet posted with their Statement of Results. Failure to be issued with a card or to have the card updated by the HECS census date may result in a late penalty charge being applied.

A lost or damaged identity card can be replaced by completing the appropriate form at the Student Information Desk and submitting payment of the appropriate fee at the Accounts Office in Building 1.

Student Membership of University Committees

Student representatives are elected each year to the University Council and to the Academic Board, Faculty Boards of Study, the Admissions Committee and other University committees as determined from time to time.

Student members are elected to hold office for the period of one year, but generally are eligible for re- election.

Subject to confirmation, elections of student members of the University Council and of the other University Boards and Committees will usually be held in September. Notices calling for nominations will be posted in prominent positions around the University during August.

Students with Disabilities

The University of Canberra is committed to developing the independence of people with disabilities in the wider community through full and equitable participation in higher education.

It is in the interest of people with a disability which may affect their studies to contact the Equity Officer - - Disabilities on (06) 201 2990. Intending new students should do this before September in the year prior to commencing study. Indication of the nature and extent of a disability prior to enrolling will allow appropriate support services to be considered. All information will remain confidential unless specific permission is given by the student concerned.

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The Admission Procedures are established by the Academic Board. The Admissions Committee, a sub-committee of Academic Board, considers applications for admission to undergraduate and certain graduate courses using the Admission Rules and Procedures as its terms of reference. The Admission Rules are made by the University Council under the Admissions Statute.

Admission Requirements -- Undergraduate Courses

Applicants may be considered admissible to an undergraduate course at the University if they can satisfy the Academic Board that they have a reasonable likelihood of success in that course at the University.

A. Applicants with ACT Year 12 Certificate

Applicants must have completed a package of study which grants them a Tertiary Entrance Rank (TER). Assessment of admissibility will be based on the applicant's tertiary entrance rank.

B. Applicants with NSW Higher School Certificate

Applicants who have completed a NSW Higher School Certificate since 1986 will be considered on the basis of their Tertiary Entrance Rank as devised by the Universities Admissions Centre (NSW and ACT).

For applicants who completed such studies between 1976 and 1985, assessment of admissibility will be based on the aggregate of marks for the ten best units taken in one year.

For those who completed studies prior to 1976, assessment of admissibility will be based on the aggregate marks for no more than five subjects (other than General Studies), and a satisfactory level of English.

C. Other Australian States Year 12 Examinations

Applicants for admission will be selected on the following basis:

Victoria: Based on best four units as provided by the Victorian Tertiary Admission Centre.

South Australia and Northern Territory: Based on the Higher Education Entrance Score provided by the Senior Secondary Assessment Board of South Australia.

Western Australia: Murdoch University Aggregate provided by the Tertiary Institutions Service Centre (Inc) (TISC).

Queensland: Tertiary Entrance Score (TES) provided by the Queensland Tertiary Admissions Centre Ltd (QTAC).

Tasmania: These applicants should contact the University direct for information about their performance.

D. Access Scheme

As part of the University of Canberra's commitment to equity in access to university education, the Access Scheme assists immediate and recent school leavers of good academic potential whose education has been disrupted or disadvantaged and who, consequently, may not gain entrance to the degree course of their choice.

Examples of the types of education disadvantage include personal illness, trauma or physical disability, family problems, language difficulties, or inadequate or difficult home study conditions.

Some places have been set aside in each Faculty for students admitted under this Scheme. Also an adjustment may be made to the tertiary entrance ranks of eligible applicants, who then compete on academic merit for the places available. Offers of place will be notified at the same time as the UAC offers in late January and early February.

To be eligible under this scheme, applicants need to be

(a) attempting or have attempted Year 12 examinations or assessment in NSW or in another State, and have no subsequent university enrolment; and

(b) citizens or permanent residents of Australia.

For admission through the Access Scheme, it is necessary to complete the following steps:

1. Apply for general admission through the Universities Admissions Centre (UAC), including at least one preference for a degree course at the University of Canberra. The closing date for UAC is 30 September.

2. Complete a University of Canberra Access Scheme application form which is available from the school principal, careers adviser or school counsellor, or can be obtained by telephoning the Admissions Office on (06) 201 2596.

Only applications that have school support will be considered under the Scheme. The closing date for applications under the Access Scheme is 30 November. All forms should be returned to: The Admissions Office, University of Canberra, PO Box 1, Belconnen, ACT 2616.

E. Applicants who have not successfully completed twelve years of schooling and who are 21 years old by 1 March of the academic year for which they are applying for admission may be considered under one of the following schemes

(i) Abridged Year 12 Programs

· ACT Applicants must complete three tertiary accredited Year 12 courses including English and obtain a Year 12 Certificate in one year.

· NSW Applicants must complete between six and nine HSC units of study including English in one year.

(ii) University Preparation Scheme (conducted through the Centre for Continuing Education at the Australian National University). This program is designed to prepare mature age students in the various skills they will need in their proposed courses. Essays, tutorial presentations and numeracy are formally assessed, and a participation grade is also given. In addition candidates may sit the University of Canberra's Special Tertiary Admissions Test if they wish to do so (see details below).

For more information, telephone the Centre for Continuing Education on (06) 249 2888 or the University of Canberra Admissions Office on (06) 201 2596.

(iii) Canberra Institute of Technology Pre- Tertiary Studies Certificate. Applicants must satisfactorily complete three out of the four available subjects, including English (unless the English requirement has been satisfied by other means); or

(iv) University of Canberra's Special Tertiary Admissions Test. Tests are held for mature applicants who do not meet any of the normal entry requirements. Applicants may secure a place at a test by sending a test fee to the Admissions Office, University of Canberra, nominating a preference to sit the test on Saturday, 19 November 1994 or Saturday, 7 January 1995. On receipt of the fee, the University will send details to the applicant of the location and information on the content of the test. (For further information please telephone the Admissions Office on (06) 201 2596.)

(v) Successful completion of an approved pre- tertiary studies course conducted by a NSW or any other Australian state TAFE Institution.

Although it is possible to gain admission to the University of Canberra using the results gained in the Special Tertiary Admissions Test, experience has shown that students who undertake tertiary preparatory programs, such as the Certificate in Pre- Tertiary Studies or the University Preparation Scheme, appear to have a higher rate of success in first year studies than those who do not.

F. Other Applicants

Applicants will be considered if they

(i) have reached a level regarded by the Admissions Committee to be broadly comparable to that required of ACT secondary college candidates; or

(ii) have satisfied the requirements for a degree or equivalent award, as approved by Academic Board; or

(iii) have been admitted to, and achieved, a reasonable rate of progress at any Australian university or institution regarded by the Admissions Committee as comparable to an Australian University;

(iv) are Aborigines and Torres Strait Islanders who have passed the University of Canberra's Foundation Program for Aborigines and Torres Strait Islanders and who do not meet other normal University entrance requirements.

Conditional Admission

If, in the opinion of the Admissions Committee on behalf of Academic Board, there is some concern about the likelihood of success of an applicant should he or she be admitted to a course at the University, conditional admission may be given. An Offer of Place will specify the conditions which apply. Usually these conditions state that successful results must be achieved in six units in the first year for a full- time student, or three units in the first year for a part- time student.

Assumed Knowledge

It will be assumed that applicants have attained a level of competence in English suitable for tertiary studies. In addition, some courses assume that applicants will have achieved satisfactory levels in particular subjects. Refer to Faculty entries for further details.

Overseas Qualifications

Applicants whose qualifications were obtained outside Australia may be required to show that they have sufficient knowledge of the English language to enable them to successfully undertake the course to which admission is being sought. Applicants who have not lived in an English- speaking country for two or more years must satisfy the University of their competence in English by:

(a) scoring 550 or better in a TOEFL test, with 4.5 in the Test of Written English (TWE) component; or

(b) obtaining an overall band score of 6.5 or better under the International English Language Testing System (IELTS). The IELTS may be undertaken at the University of Canberra; or

(c) passing the Cambridge Certificate of Proficiency in English conducted by the ACT Institute of TAFE; or

(d) scoring 75 or better in the Combined Universities Language Test (CULT).

For further information on other English language requirement exemptions, contact the Admissions Officer, telephone (06) 201 2549.

Admission Requirements -- Graduate Courses

The requirement for admission to any graduate course of the University is possession of a degree or an award that in the opinion of Academic Board is the equivalent of a degree conferred by a tertiary institution recognised by Academic Board, provided that the qualification has been gained in a suitable area of study. Academic Board may, however, admit such other persons who, in the Board's opinion, have achieved a combination of sufficient professional experience and status in a relevant field and sufficient academic qualifications to enable them to undertake a proposed course of study with a reasonable likelihood of success.

Students should provide originals, or certified copies, of all their documents, or it may not be possible to process their applications for admission.

Admission Requirements -- Research Higher Degrees

The University Higher Degrees and Scholarships Committee of the Academic Board is responsible for monitoring the administration of masters courses by research and is responsible for the administration of doctoral degree courses, subject to guidelines and procedures laid down by Academic Board and to the legislation of the University.

Intending applicants for research degrees may wish to discuss their research interests with the relevant Faculty prior to submitting an application for admission.

Master degrees by research

An applicant seeking admission to a masters degree by research program shall

· have achieved above average performance in a bachelor degree or in an award deemed to be its equivalent;

· meet any other academic requirements such as bridging studies;

· have had such practical or work experience as is specified by the Faculty concerned for admission to a particular program and published in the Handbook.

The policy of the University is to limit entry to those individuals whose academic background and experience indicates that they are likely to profit from the learning experiences involved and to complete the program.

Although the University does not offer masters qualifying courses, in some cases it provides a postgraduate diploma course which is designed as the entry point for a masters degree by research program. In these and other instances, the University may also provide graduate diplomas or bridging programs. These are intended to facilitate entry for international candidates or candidates whose initial tertiary qualifications are in a field other than that of the masters degree program concerned.

Where an applicant does not hold the necessary formal qualifications but

· holds a senior professional appointment; or

· has had a substantial period of suitable work experience and whose career may have included substantial short course training in an appropriate field;

the applicant may, on a case-by-case basis, be granted special entry by the Admissions Committee, in accordance with the Admission Rules.

The University offers degrees of master by research only, or by a combination of coursework and thesis.

A masters degree thesis shall

(a) display a sound knowledge of the field of the thesis including recent contributions to that field;

(b) include a substantial critical review of the field.

A masters degree thesis may or may not include an original contribution.

Refer also to the section on Definition of University Terms for details of thesis requirements comprising all or portion of the academic requirements of a particular award.

Degree of Doctor of Philosophy (PhD)

Applicants seeking admission to a PhD program shall

. have a degree of bachelor with first or upper second class honours awarded by an Australian university or other recognised higher education institution; and

. provide evidence of research training and aptitude for research.

An applicant seeking admission to a PhD program who does not satisfy the requirements given above shall not be admitted to the program unless the University Higher Degrees and Scholarships Committee is satisfied that the applicant holds an award or has completed work that has honours equivalence as specified; and has attained significant research ability and professional performance in accordance. Further information on honours equivalence is available from the Faculty.

When an application for candidature is being considered by a Faculty, the degree on the basis of which any particular application is being made for admission to the doctoral degree course must be in a field of study which is regarded by the Faculty concerned as appropriate.

Special requirements for admission to a doctoral degree course that relate to a particular field of research may also apply. Such requirements may include a requirement for relevant professional experience.

Where an applicant is seeking admission to a PhD program on the basis of honours equivalence, the University Higher Degrees and Scholarships Committee, on the recommendation of the Dean of the relevant Faculty, shall determine whether the applicant has attained

· significant research ability -- on the basis of evidence of research training and a significant research output demonstrated, for example, by the applicant's publications record; and

· significant professional performance -- on the basis of evidence that the applicant had been required to work independently, exercising independent judgement.

Excluded Students

Applicants who have met the admission requirements set out above but who have been excluded from a course of study at this University or another tertiary institution will be required to satisfy the Admissions Committee, or the Higher Degrees and Scholarships Committee, as appropriate, that they have an improved likelihood of success if they wish to be considered for the same or another course of study. Such applicants should set out their reasons in a letter accompanying their application form.

Applicants who have been excluded from a course of study at a tertiary institution in the two years prior to their application, may not use the results from a Special Tertiary Admissions Test as the basis for readmission.

International Students

The University offers full- fee paying courses to international applicants. Persons interested in undergraduate and graduate level courses should request an "Application for Admission for Full- fee Paying International Students" form from the International Office of the University. Proof of educational qualifications such as certified copies with translations and English language competence should be submitted as early as possible.

For further information about admission to University courses for international students, see the section titled "International Office" in the University section of this Handbook.

NonAward Studies

The University has the following arrangements for non- award studies:

Cross- Institutional

Students wishing to complete an award course of another institution should apply for the "Cross Institutional Studies Program", providing a copy of the recommended units from the Registrar of their home institution. Students in this category of non- award studies incur a HECS liability.

Non- Award - - (Examinable)

Students taking units towards a professional qualification or for career improvement should apply for "Non- Award Studies (Examinable)", and attach a detailed statement including a list of the units they are proposing to take at this University. Notification of the University's approval will accompany a subsequent Offer of Place.

Non- Award - - (Non- Assessment)

People wishing to take individual units for interest only should apply for "Non- Award Studies (Non- Assessment)" and attach a detailed statement including the unit or units they wish to take in the coming semester and their reasons for doing so. Units taken in this category will not be assessed on a Pass/Fail basis and will not be considered as status or credit towards any award of the University. Enrolment will be for one semester only, unless the original Offer of Place package contained specific permission allowing the student to register for a future semester.

Commonwealth legislation states that Non- Award (Examinable) and Non- Award (Non- Assessment) students must pay fees at least equivalent to the amount of HECS that would accrue if they were in an award course. The fee for 1994 was $200 per credit point.

Applying for Admission

The University is a member of the NSW and ACT Universities Admissions Centre (UAC). Applications for admission to undergraduate courses (see exceptions below) should be directed to:

UAC

Locked Bag 500

Lidcombe NSW 2141

Applicants for the University of Canberra Access Scheme should lodge with the University a separate Access Scheme application by 30 November.

Exceptions

Applicants in one of the categories below should apply directly to the University of Canberra. Forms can be obtained from the Student Information Desk in Building 1 at the University or by writing to the Registrar.

· .Full fee paying international students (not immediate school leavers or those currently at another Australian tertiary institution);

· .Aboriginal and Torres Strait Islander applicants;

· .University of Canberra internal transfers;

· .Applications for cross- institutional studies, non- award studies, Human Research Development and Conversion (Education and Nursing) courses;

· .Applicants for graduate and postgraduate courses.

For admission in Semester 1, 1995, preferential consideration will be given to applications lodged with the Registrar before 30 September 1994. A late processing charge of $60 will be applied after that date. Offers of Place are subject to the number of vacancies and restrictions on the number of course choices will apply.

Where possible, applicants should attach a certified copy of evidence of academic qualifications on which eligibility for admission will be determined. Students seeking admission on the basis of examination results which will not be available until after the due date should still submit the application by that date and forward a copy of the results concerned as soon as they are obtained. Applicants for graduate courses should submit their latest transcript of academic record in addition to all other relevant documents (including testamurs).

Research Higher Degrees

An applicant shall

· complete and sign the appropriate Application for Admission form;

· complete a research proposal or draft proposal or description of the desired area of research and;

· obtain certified copies of academic qualifications;

· obtain supporting documentation, including names of academic referees; and

· if the applicant is a member of the University staff -- prepare a statement, endorsed by the Dean of the relevant Faculty, outlining the reasons why the applicant wishes to undertake the degree within the University;

· obtain any other information requested by the relevant Faculty.

Time of lodgement

The documents listed above should be lodged

· *for masters by research* by 1 October of the year preceding the year of commencement (which is the 'on-time' closing date for applications according to the University's admissions period);

· *for PhD applicant*
(i) if accompanied by a scholarship application -- by 1 October of the year preceding the year of commencement;
(ii) not accompanied by a scholarship application -- at any time during the year.

Place of lodgement

The documents listed above should be lodged

(a) with Student Administration if the applicant is an Australian citizen; or

(b) with the International Office if the applicant is to be enrolled as a full fee-paying overseas student.

Research Proposal

Although a candidate for a higher degree by research has six months from commencement of the program to finalise the research proposal, it is important that enough information is provided initially to enable the appropriate Faculty and Dean, and, in the case of the doctoral programs, the University Higher Degrees and Scholarships Committee, to assess the nature of the topic proposed.

The research proposal should

· describe
(i) the proposed area of research and methodology; and
(ii) as far as practicable -- the general nature of the research to be pursued, including expected resources and conditions required to complete the research (eg, field trips, specialised computer software);

· demonstrate the competence of the applicant to undertake research at a masters or doctoral level in the field to which the proposal relates by reference to either or both of the following;
(i) the educational and any professional achievements of the applicant;
(ii) substantial publications by the applicant in recognised, refereed journals, texts, conference papers;

· be consistent with the following guidelines --
the aims of the study have been realistically assessed and well defined;
the methods proposed are appropriate and ready for immediate application;
research skills that will need to be acquired have been identified;
the facilities and conditions expected to complete the research have been clarified with the Faculty; and
the project budget has been thoroughly costed and the outcomes have been clearly defined.

Graduate and Postgraduate Level Courses - Fee paying

The University will fill its quota of DEET funded places on merit, as in the past. However, those who meet the academic requirements but have missed out on a place through competitive ranking, will be given the opportunity to enrol in the course through a fee paying scheme.

In 1995, the fees for these "above quota" places will be set at 40 per cent of the current international student fee, with the fee level determined by the credit point level and number of units studied. Further information is available from Student Administration.

Some courses, identified in the listing of course enrolments for 1995, are offered only as full-fee paying courses. Information on the level of fees applying is available from the Faculty offering the course.

Semester 2 Intake

There is usually no second semester intake for most courses; enquiries, however, may be directed to the Registrar. The closing date for applications to begin study in Semester 2 is 1 June.

Offer of Place

Applicants who have been selected to undertake a University course will receive an Offer of Place in that course. The Offer of Place will indicate the expiry date by which the offer must be accepted.

Acceptance of Offer

Any person accepting an Offer of Place in a course is required to accept by the expiry date and to pay an acceptance fee determined by Council and detailed on the Offer of Place.

If enrolment is not completed, the University of Canberra's current policy on fee refunds allows for a refund of the acceptance fee less a cancellation charge. Applications for a refund of the acceptance fee must be forwarded before the HECS Census date each semester. On the completion of enrolment, the money paid as the acceptance fee is converted to the Amenities & Services and Students Association Membership Fee paid by all students on campus each semester. See information on Registration Fee and Charge.

Deferment of Initial Enrolment

No deferment of a course of studies will be granted to an applicant who has not yet commenced studies in that course at the University. The only exception will be those applicants who, upon accepting their Offer of Place, provide evidence of their acceptance into the Ready Reserve Program. This policy is currently under review. For up- to- date information, please contact the Admissions Office on (06) 201 2549.

Further Information

Persons seeking further information concerning admission should contact the Student Information Desk, telephone (06) 201 2225, or write to the Registrar, PO Box 1, Belconnen, ACT 2616.

Specific queries on particular courses should be directed to the Executive Assistant/Officer/Administrative Assistant of the Faculty which offers the course concerned.

Register of Course Articulation between University of Canberra and the Canberra Institute of Technology

Students who have completed certain Associate Diploma courses from the Canberra Institute of Technology (formerly ACT Institute of TAFE) may be granted advanced standing towards nominated University of Canberra degree courses.

The granting of advanced standing may depend on the electives or units successfully completed in an Associate Diploma. Advanced standing may be granted as well on a unit- by- unit basis. As this process is currently under review, further details must be obtained from the Executive Officer/Assistant of the relevant Faculty.

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Enrolment Procedures

- New Students
- Continuing Students
- Honours Students
- Masters Degree and Doctoral Students
- Course Advice
- Course Approval
- Concurrent Study at Other Tertiary Institutions
- Finalisation of Enrolment
- Confirming Unit Enrolment

New Students

Students will receive enrolment information with their Offer of Place. This information will contain instructions on how to complete enrolment. In brief, this covers discussion of a study program with the student's course adviser, submission of a year's study program to Student Administration, registration in relevant tutorials and laboratory sessions, completion of details related to the Higher Education Contribution Scheme (HECS) and the production of a University student identification card. It is necessary to register units for both Semesters 1 and 2.

Continuing Students

Each year, all students on campus, together with those returning from deferment, should register a study program for Semesters 1 and 2 of the following year. The registration form, and a listing of all the units available in the various faculties and disciplines, together with other general information on whom to contact with specific queries on re- enrolment, will be available from the Student Information Desk in Building 1. Confirmation of the registration of a semester program will be contained in a Statement of Results that will be mailed to the student's local address at the end of Semester 1 and to the home address at the end of Semester 2. All students receive a HECS liability notice during each semester which confirms the student's enrolment for the current semester.

Students not qualified for re- enrolment are those undertaking studies in Non- Award (Non- Assessment), Non- Award (Examinable) courses (unless the original Offer of Place package contained specific permission allowing the student to register for a future semester), students who have voluntarily withdrawn from their course, students who have been excluded and students whose course completion has been certified by the appropriate Faculty Board. Any student in one of these groups who wishes to pursue further study at the University will need to seek readmission by lodging an application for admission as detailed in this Handbook.

Honours Students

Students wishing to undertake honours level studies should, in the first instance, consult with the Executive Assistant/Officer of their Faculty, or the Student Information Desk.

The University offers two forms of honours level studies:

1. Honours degrees - - for students undertaking a three year bachelor level degree

2. Degrees with Honours - - for students undertaking a four year or longer, bachelor level degree Students in category 1 above usually need to lodge an application for admission to honours level studies by the closing dates specified by Academic Board. The procedures for lodging applications are described in the section on Admission. The procedures for awarding honours in category 2 programs are administered by the relevant faculty.

If an Offer of Place in an Honours program is made by the University the successful student should accept the offer and register a study program according to the procedure outlined for new students described in the section on Enrolment.

Masters Degree and Doctoral Students

Students enrolled for masters degree and doctoral courses, *including those undertaking their programs by thesis only*, should note that they must have a study program registered and pay the Amenities and Services/CUPA membership fees by the due dates for each semester of their course. Students accepted for candidature for PhD programs and masters degrees by research will be sent a guide to postgraduate study at the University of Canberra.

Course Advice

The selection of a particular study program in relation to a course is the responsibility of the student concerned. University policy distinguishes two distinct areas in the process of this selection, namely course advice and course approval. Course advice includes information available from many sources on which the student makes choices about a course of study and selects options which may exist within it. Course approval means the formal confirmation that successful completion of a particular program of study has satisfied, or will satisfy, the academic requirements for a particular award. A student may seek an approved study program from the Dean of Faculty administering his/her course.

This Handbook is the principal collection of information of importance to potential and continuing students. Supplementary information may be authorised by Academic Board and issued by Student Administration or by particular Faculties.

A student is admitted to a course of study. At the time of initial enrolment, the student can request from the Faculty concerned a statement that gives details of the requirements of that particular course. This Determination of Course Particulars constitutes the principal advice of the requirements of the course.

Course Approval

Responsibility for course approval rests with the Dean of Faculty responsible for the particular course. A student who has been admitted to a course and who wishes to determine that a particular study program would, when successfully completed, satisfy the academic requirements of an award of the course, may submit such a request in writing to the appropriate Dean of Faculty (or delegate). Any study program subsequently approved by the Dean of Faculty (or delegate) is dependent on the student maintaining continuity of studies (inclusive of approved periods of deferment) and pursuing the approved program with due regard to matters such as unit prerequisites. In the event of changes in unit availability a student may find it necessary to submit a revised study program for approval.

It should be noted that approval for registering in particular units does not constitute approval to count the unit or units as part of an approved study program.

Concurrent Study at Other Tertiary Institutions

Students admitted to a course at the University may be permitted to include in their course certain units offered by the Australian National University or other tertiary institutions subject to the following conditions.

Firstly, the student must apply and be acceptable to the other institution under its general requirements for admission and for entry to the particular unit or units to be taken. Secondly, the student must have the prior approval of the University, which will normally be given only for study in subject areas which are not available within the University.

Students who are currently enrolled, postponed or deferred and who wish to undertake concurrent studies at another institution should, in the first instance, consult their Dean of Faculty. The Dean of Faculty responsible for the course concerned may recommend to the Faculty Board that approval be granted for the student to vary his/her course requirements to include the appropriate unit or units from the other institution.

The Registrar will notify the student in writing of the decision of Faculty Board.

On completion of each stage of the studies involved at the other institution, it is the responsibility of the student to notify the Academic Registrar of the outcome of assessment for the unit or units taken for the appropriate recognition to be given towards the award of their course at the University of Canberra.

Finalisation of Enrolment

The University requires all students to finalise their enrolment before the first teaching week of semester. Finalisation of enrolment entails:

(i) payment of the Amenities and Services/SA Membership Fee; and

(ii) registration of a study program for the academic year comprising one or more units for each semester (for Semester 1 not later than the last working day in January for continuing students); and

(iii) confirmation of tutorial, workshop, seminar, laboratory classes for each unit as appropriate; and

(iv) registering their option intentions under the Higher Education Contribution Scheme. Note that the option already registered will be assumed to apply unless the student changes it by submitting another option form or by changing course.

(v) Payment of the HECS up- front liability, if this option is chosen, by the end of the first week of semester.

Continuing students seeking to register (or add units to) a study program on or after 1 February will be liable to pay a late charge.

A student seeking to finalise enrolment by registering a study program after the commencement of semester, must obtain approval from both the Dean of the Faculty or delegate in charge of the units concerned, and the Registrar. Under these circumstances the student will also be liable to pay a late penalty charge.

A late penalty charge will be imposed on any student wishing to add units to or change units in his/her study program from the first day of semester for Semester 1. The Registrar is empowered to waive or reduce this late charge to the student where the Dean of Faculty certifies that such an addition or change was necessary on academic grounds.

No applications to add units to a study program can be accepted after 31 March for Semester 1, or 31 August for Semester 2.

Confirming Unit Enrolment

It is vital that students ensure that they are correctly enrolled. This can be done by checking the notice board lists in Building 2, or their computer record at the Student Information Desk in Building 1. Note that after a certain time in the semester it is not possible to alter a student's units because of government and HECS legislative requirements.

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Academic Progress

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- Withdrawal or Change of Units
- Yearlong Units
- Postponement
- Withdrawal from a Course
- Changing to a New Course
- Status for Previous Studies completed at another Institution
- Credit for previous University of Canberra Studies
- Assessment of Student Progress
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- EndofSemester Examinations
- Notification of Results of Assessment
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- Maximum Period to Complete a Course
- Transcript of Academic Record
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- Certificate of Conferral

Credit Points for Units

A credit point is an indicator of the amount of work required in a unit and represents a workload of about four hours per week throughout the semester for an average student. This means that a three credit point unit, for example, carries with it the expectation that twelve hours of work per week will be done by an average student in the subject throughout the semester. These twelve hours include both class contact hours and time spent on study associated with the unit. A full- time student will normally undertake a 12 credit point workload per semester.

Students are advised that their enrolment in any unit may be refused or declared invalid by the Dean of Faculty offering the course in which the student is enrolled if the student is concurrently enrolled in units totalling more than 14 credit points.

The relationship between the number of credit points and the workload refers to the average student. Students' work habits and capabilities vary widely, and there will inevitably be many students who choose to do more or less than the average. The provision of such a means for gauging workloads is helpful to all students, but particularly to part- time students, to avoid them being faced with excessive workloads in the later years of their courses. The use of a credit point system aims to make it easier for students to plan a workload within their ability.

Withdrawal or Change of Units

Students wishing to remove units from, or add units to, their current or future semester study programs should lodge a Change of Units form at the Student Information Desk. From the first day of semester until the date gazetted as the census date, students may withdraw without having a financial liability under HECS. From this date, which for 1995 is 31 March for Semester 1 and 31 August for Semester 2, the University cannot alter a student's HECS liability; therefore it is not possible to add a unit after the census date.

However, it is possible, until 4.30pm on the last Friday of the class free period, to withdraw from a unit of a semester program and receive a result of Withdrawn (W) for that unit, (though the HECS liability will remain unchanged). Where a student withdraws from a unit within the first four weeks of semester, the student's academic transcript will not reflect that unit.

After 4.30pm on the last Friday of the class free period and up to 4.30pm on the last day of classes in a semester, students withdrawing from a unit of their semester program will receive a result of Fail (N) for that unit. In the latter case a student may apply for the Fail (N) result to be converted to a Withdrawn (W) result, but only on the grounds of illness or some other valid reason. A form, Unit Withdrawal - Conversion of Fail Result, is available from the Student Information Desk and evidence such as a medical certificate, in support of a request for fail conversion, must be attached for consideration by the Dean of Faculty concerned.

Yearlong Units

If a student removes a year- long unit between the first and last day of Semester 1 the unit will be withdrawn from Semester 1 and deleted from Semester 2. If a student removes a year- long unit between the end of Semester 1 and the end of the class free period for Semester 2 the unit will record a KU (continuing) result for Semester 1 and a W (withdrawn) result for Semester 2. If a student removes a year- long unit between the first day following the end of the class free period for Semester 2, and the end of Semester 2 the unit will record a KU (continuing) result for Semester 1 and a Fail (NW) result for Semester 2.

Postponement

Students may voluntarily suspend studies by applying for postponement which is available to currently enrolled (that is fees paid, units registered, HECS obligations finalised) students from day 1 of the semester and permits the student to resume study in the same course in the next semester.

To apply for postponement, a student should complete the Postponement or Deferment Application form and lodge it at the Student Information Desk. Students who postpone their studies will have all future units and intentions, such as course completion, deleted from their records. The University of Canberra's current refund policy allows for a full refund of the Amenities and Services Fee less a cancellation charge where notification of postponement and application for a fee refund are received before the HECS Census date for the semester.

A student returning from postponement must complete enrolment by registering a study program, lodging a HECS Payment Options form, and paying the fees and charges as appropriate by the due date. If these enrolment procedures are not completed by that date, the student will be considered as withdrawn from the course.

Students who are conditionally admitted to a course should seek advice from the Executive Assistant/Officer of the Faculty offering their course prior to applying for postponement.

Withdrawal from a Course

Students withdrawing from a course will be regarded as withdrawn from all units in current or future semesters. Notification of course withdrawal should be submitted on the Total Course Withdrawal form available from the Student Information Desk. Students who withdraw from their course will have to apply for readmission in order to continue studies at the University. The University of Canberra's current refund policy allows for a full refund of the Amenities and Services Fee less a cancellation charge where notification of course withdrawal and application for a fee refund are received before the HECS Census date for the semester.

Changing to a New Course

Any student currently undertaking a course of study at the University wishing to apply for admission to another course of study should complete the Application for Admission form available from the Student Information Desk. Applications submitted by the due date will be given priority. Applications from current University students are considered together with all other applications for admission to that course.

Status for Previous Studies completed at another Institution

The granting of status in a unit is based on previously completed studies which are judged to be substantially similar in standard and content to the unit in which status is being sought. Status is equivalent to the achievement of a satisfactory pass result in the unit offered by the University.

A student applying for status must submit a completed "Application for Advanced Standing" form to the Student Information Desk, together with all pertinent documentary evidence, as early as possible and not later than the fourth week of their initial semester for status to be awarded in that semester. Advice should be obtained from the student's course adviser, particularly if the granting of status will affect a current semester's program, as the matter needs to be decided prior to the HECS census dates. Students should not register in the units for which they are seeking status.

A maximum limit on the number of status units to be included in a course is determined by the total number of units in the course. Students wishing confirmation that status units can count towards their course should seek an approved study program from their Dean of Faculty.

Confirmation of the granting of status will be mailed to the student on Statement of Result Stationery.

Status based on completed studies at the Canberra Institute of Technology is subject to specific agreements between the University and the Institute. See 'Register of Course Articulation' in the University section of this Handbook for further information on the level of status that will be awarded. Students seeking status based on these agreements should still apply for status in the manner described above.

Credit for previous University of Canberra Studies

Units from a complete or an incomplete University of Canberra course are available for credit to another course. Students seeking confirmation that units will count in their new course should seek an approved study program from their Dean of Faculty. Also, students applying for credit must submit to the Student Information Desk a completed "Application for Advanced Standing Form".

Assessment of Student Progress

Assessment for each unit in a student's semester program is based on the student's performance in such written examinations, assignments, classwork, practical or other work as prescribed for the unit by the Faculty. The method of assessment for each unit offered by the University is available from the Faculty concerned at the commencement of semester.

Students should completely familiarise themselves with the methods of assessment prescribed for each unit they undertake.

Illness

If a student is hampered by illness or other serious cause during semester, and the formal assessment of their work is adversely affected, they must notify their lecturer(s) and the Registrar as soon as possible. Written notification with supporting evidence, such as a medical certificate, must be received before the scheduled time of the final assessment for the unit. These procedures should be followed if the student wishes to have illness or other cause taken into account in the assessment of their work.

In the event of an illness during an examination session, the student must notify the supervisor- in- charge at the time and submit a supporting medical certificate to the lecturer in charge at the earliest possible opportunity. Generally, if a student sits for the examination, no consideration will be given for illness when the examination is marked.

EndofSemester Examinations

The timetable of examination sessions for those units having final examinations will be posted on Student Administration's notice boards in the concourse level lobby of Building 2 (B Floor). It is also displayed at the Student Information Desk two weeks before the examination period.

Students with disabilities may be eligible to sit their examinations in other locations. Students requesting permission to sit examinations in alternative locations should contact the Equity Officer - - Disabilities in order to complete the necessary documentation after Week 11 of each semester.

Notification of Results of Assessment

The grading system used for both undergraduate and graduate units at the University is as follows:

HD - - High Distinction

DI - - Distinction

CR - - Credit

UP - - Ungraded Pass*

P - - Pass

N - - Fail

* grade of pass for units assessed on a Pass/Fail basis only.

The grade P* may be used for some units approved by Academic Board to indicate that, although the student has passed the unit, no enrolment in higher level units in that discipline will be permitted unless the student repeats the unit and a grade of Pass or better is achieved.

Other symbols used in the notification of results are:

DX - - Deferred result

KU - - Continuing unit

NAS - - Non- assessment

S - - Status awarded for previous studies

W - - Withdrawn from unit

Non- fail grades only will be displayed on the Student Administration notice boards in the concourse level lobby of Building 2 (B Floor) at the end of each semester. This listing will be in student identity number order. A Statement of Results will be posted to each student once the release of results is approved by Faculty Board. Semester results will be posted to the local address at the end of Semester 1 and to the home address at the end of Semester 2. If results are required to be sent to another address, a written request from the student should be lodged with the Student Information Desk before the examination period finishes.

Exclusion from Studies

A student whose progress in a course of study or unit is unsatisfactory may be subject to action taken under the Academic Progress Rules. A recommendation for such action is made by the appropriate Faculty Board. The Faculty Board may direct that letters be sent to students asking them to show cause why they should be permitted to continue with the course of study or a particular unit.

Students who fail to give sufficient reason for their poor performance, or fail to respond to the show cause letter, may be excluded from the course or unit, either with immediate effect or if certain specified conditions are not met.

A student who is excluded from a course is excluded for the period which is indicated on the notice of exclusion. To resume studies the student must submit an Application for Admission form and should include information that they have an improved likelihood of success should they be admitted. Any application for readmission after the period of exclusion has expired will be considered on its merits along with other applications for admission to that course. An applicant who has been excluded from an Australian tertiary institution in the two years prior to the application may not use the results from a Special Tertiary admissions test as the basis for readmission. For further information on applying for admission see the chapter titled Admission in this section of the Handbook.

A student who is excluded from a unit will be advised of the period of exclusion in the notice of exclusion.

Appeals

Students who are dissatisfied with their examination results as published may in the first instance seek a review of the result by the Faculty Board of Studies responsible for the unit. They should ascertain from the Executive Assistant/Officer of the Faculty the procedure to obtain such a review and should lodge their application accordingly within fourteen working days of the results being published.

If the Faculty Board has reviewed the matter, students who are still dissatisfied may then appeal to the Academic Board. They may consult the Dean of Students about the presentation of their appeal, and the Registrar about the procedure for lodging an appeal.

Obligations Statute

Students should be aware that failure to meet a financial obligation to the University may result in the issue of a Certificate under the Obligations Statute.

The issue of such a Certificate means that the University may refuse re- enrolment or withhold students' awards or statements that they have completed the academic requirements of the whole or part of their course.

Maximum Period to Complete a Course

Students must complete the academic requirements for their course within a certain maximum period in order to be awarded the degree or diploma to which their course leads. The maximum period for the completion of a course leading to a bachelor degree is normally ten years, whereas the maximum period for completion of a course leading to a diploma varies. This period is calculated retrospectively in time from the date the student successfully completed every matter so specified in his/her study program.

Any student who wishes to obtain information about the maximum period allowable to complete a course should write to the Registrar.

Transcript of Academic Record

Students may, at any time, request in writing a certified transcript of their academic record. A charge will be made for the preparation of these statements. The current scale of charges can be obtained from the Student Information Desk.

Students who have completed the academic requirements of their course and have had the award conferred, will be eligible to receive one copy of a certified transcript of their academic record free of charge subject to any restrictions under the Obligations Statute or other University legislation. In such cases the transcript will be made available on written request from the student and as soon as possible after the ceremony at which the award is conferred.

Academic transcripts do not contain details of a student's current semester enrolment.

Course Completion

Students expecting to complete the academic requirements of their course at the end of a particular semester should notify Student Administration before Week 8 of that semester by completing the Course Completion form available at the Student Information Desk. Once course completion has been certified by the appropriate Faculty Board, a student ceases to be enrolled unless they have been admitted to a further course of study. See the chapter on Admission in this section of the Handbook.

Students completing a course leading to a graduate award will need to have provided appropriate evidence of their graduate status before they can be admitted to their award. Students who do not complete the requirements of their course by the end of January 1995 may not be able to be conferred with their awards at the Ceremony in April.

Graduation Ceremonies 1995

The University ceremonies for the conferring of awards will be held on Wednesday 26 April, Thursday 27 April and Friday 28 April 1995. Students who have notified the University by the end of December 1994 that they have completed their course and whose award is duly approved by the Council will be sent an invitation to the appropriate ceremony. The invitation will be sent to the student's last notified home address.

Certificate of Conferral

Graduates whose testamur has been lost or destroyed may request in writing a certificate confirming that they are graduates of the University or its predecessor, the Canberra College of Advanced Education. A charge will be made for the preparation of this certificate.

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  - HECS Deferred Payment Option
  - Exemption Declaration
  - Refunds of HECS Upfront Payment
  - Remission of HECS Debt
- Semester Amenities and Services Fees
- Other Costs
- Financial Assistance
- Bursaries, Scholarships and Prizes
- Financial Assistance for Needy Students

Higher Education Contribution Scheme (HECS)

The Higher Education Contribution Scheme (HECS) was introduced by an Act of Parliament, the *Higher Education Funding Act*, in 1988.

The Act requires students to contribute towards the cost of their higher education.

The current HECS annual fee is $2355 for full- time students; however, the fee will increase in 1995. The increase is normally relative to the increase in the Consumer Price Index (CPI).

A student's HECS Liability is calculated in accordance with his/her semester load (number of credit points) in the semester. (A standard full- time semester load is 12 credit points).

All students who are commencing a course are required to submit a HECS Payment Option form to the University by the end of Orientation Week of their first semester of enrolment (specific dates are published in the Vital Enrolment Information Sheet and The Guide for New Students booklet which are both published by the University).

In completing the HECS Payment Option form, students are required to choose either the HECS Up- front Payment Option or the Deferred Payment Option. Details are as follows:

HECS Upfront Payment Option

If a student chooses the up- front option then he/she is entitled to a discount of 25 per cent on the liability for the semester. The payment is due by the end of the first week of each semester. A late penalty charge will be imposed if payment is not made by the stipulated dates. (Refer to Vital Enrolment Information Booklet or The Guide for New Students for dates).

HECS Deferred Payment Option

If a student chooses the Deferred Payment Option then he/she must supply the University with a Tax File Number (TFN).

Under this option, a student is required to commence HECS repayments via the taxation system after he/she reaches the minimum taxable income, stipulated by the Federal Government, for the repayment of HECS.

Once a HECS Payment Option form has been submitted a student is not required to submit another form unless he/she wishes to:

(i) change the current payment option

(ii) change course

(iii) return from deferment/postponement

Please note however, that students who claim exemption from HECS or who are full-fee paying international students, must lodge a HECS Payment Options form each semester.

As required by the Higher Education Funding Act 1988, any student wishing to change their HECS Payment Options must submit a new HECS Payment Options form by the HECS Census date of 31 March for Semester 1 and 31 August for Semester 2 and when stipulated by the University. Changes will not be possible, under any circumstances, after the HECS Census date.

A HECS Liability Statement is sent to all students as soon as possible after the HECS Census date. If the student considers that the information on the statement is incorrect, then he/she should submit a written appeal to the Registrar clearly stating the reason why the record is incorrect. Appeals must reach the University within 14 days of issue of the original notice.

Exemption Declaration

Students who claim HECS exemption must complete a HECS Payment Options form each semester. They must choose the exemption which is applicable to them and must sign the Exemption Declaration section of the form. In addition, students are required to provide documentary evidence to support their claim for exemption.

Students are advised that HECS is an integral part of a student's enrolment. Failure to fulfil all the HECS requirements renders the student's enrolment invalid.

If additional information is required please contact the HECS Officer on (06) 201 2616.

Refunds of HECS Upfront Payment

Consideration for refunds of HECS Up- front payments may be made in special and exceptional circumstances. In such cases an application for remission of up-front HECS, which can be obtained from Student Administration, together with supporting documentation, must be forwarded to the Registrar no later than 15 May for Semester 1 and 15 October for Semester 2.

Remission of HECS Debt

Applications for remission of debt under "special circumstances" must be made to the Department of Employment, Education and Training within three months after the debt was incurred, that is, by 1 July for Semester 1 and by 1 December for Semester 2. Where a student is unable to apply within this three month period because of circumstances beyond his/her control, for example, if a severe medical condition makes him/her incapable of doing so, or if the circumstances only become known after the end of that period of three months, an application may be made within fifteen months after the debt was incurred. Further information concerning HECS can be obtained by contacting the HECS Officer on (06) 201 2616.

Semester Amenities and Services Fees

While at the University, all students pay a compulsory Amenities and Services Fee each semester as determined by Council. This fee must be paid by the Friday preceding the beginning of the teaching semester, otherwise students will not be considered to have finalised their enrolment, and will not be able to pay the fee without first gaining approval from the Academic Registrar and then paying a late penalty charge. The Amenities and Services Fee for 1994 was $110.00 per semester.

The University of Canberra's current policy on fee refunds allows for a full refund of the Amenities and Services Fee less a cancellation charge, where enrolment is cancelled in writing and advice received before the HECS Census date for the semester.

Sponsored students (for example those on teaching or similar scholarships) are required to submit each semester documentary evidence (that is, confirmation of their sponsorship by their sponsor) to the University Accounts Office, Building 1. The Austudy Scheme is not considered to be a sponsorship in respect of fees.

Other Costs

Students should note that they may be expected to contribute to the costs associated with undertaking field classes. They may also need to purchase specified items of equipment and/or materials for units that they may be required or elect to undertake as part of their course. Refer to Faculty entries under "Field Classes", "Laboratory Equipment" and "Materials" for further information.

Financial Assistance

Austudy. Financial assistance is provided under the Austudy scheme for Australian students studying full- time at universities and other approved tertiary institutions.

Austudy is available on a non- competitive basis with no upper age restriction. Assistance is subject to means tests and there are also rules relating to progress in previous tertiary studies.

Students must be formally enrolled in a course approved under the scheme (Masters and PhD courses are not approved) and undertaking at least three- quarters of a normal full- time workload. For students in courses which attract a Higher Education Contribution Scheme (HECS) charge, this means undertaking a student load of 0.375 or more per semester.

Eligible students receive a living allowance paid fortnightly. Assistance may be provided to meet travel expenses of interstate students travelling between their home and Canberra, and students with a dependent spouse may also be paid an additional allowance.

To maintain eligibility, students must notify any changes to their circumstances, including changes in enrolment and their personal income.

New students intending to apply should note that evidence of identity and enrolment must be provided at the time of lodging their application. Students whose entitlement will be based on their parents' income must also provide their parents' Tax Assessment Notices for the appropriate financial year.

All students are required to provide their Tax File Number (TFN) to the Department. Where an allowance is based on parents'/spouse's income, the TFN of the parents/spouse is also required.

Lodgement dates for payment of full benefits are 31 March in the case of full year or Semester 1 students, and 31 July for Semester 2 students.

Application forms and information about these schemes can be obtained from any office of the Commonwealth Employment Service. Completed forms may be lodged at CES Offices.

Enquiries may also be directed to: Canberra Student Assistance Centre, Department of Employment, Education and Training, telephone (06) 274 4999 or (008) 041 042, for NSW residents only.

Abstudy. Financial assistance is also available for Aboriginal and Torres Strait Islander students under the Abstudy scheme. Abstudy provides a number of benefits for eligible students, some free of means tests.

Full details of entitlements and application forms are available from the Ngunnawal Centre for Aboriginal and Torres Strait Islander Education on campus, from the Department of Employment, Education and Training, or from the local Commonwealth Employment Service (CES) Office. For remote communities, intending students should contact their Aboriginal Services Field Officer.

Bursaries, Scholarships and Prizes

Please refer to the University Section of this Handbook.

Financial Assistance for Needy Students

With funds provided initially by the Australian Government, the University can offer limited financial assistance to students in genuine financial need. Assistance is provided in the form of loans, with terms being determined in the light of individual needs. Appointment times for interviews and application forms are available from the Student Financial Assistance Officer, located in Student Administration, Level B, Building 1, telephone (06) 201 2135.

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Students' Association

The Students' Association offers assistance, information, advice and support to its members, and promotes and defends students' rights. The SA's function is that of advocacy and representation for its members. The Students' Association is affiliated with the National Union of Students (NUS).

All undergraduate students are members of the Association. The membership fee for the Association is $21 per semester and is included in the acceptance for services and amenities fee paid at the commencement of each semester. The Association is governed by a Committee of eighteen students who are elected annually by the members of the Association.

The Association's major concern is for the academic and general welfare of its members. Accordingly, it encourages and assists students elected to Faculty Boards, Academic Board and the University Council. It also provides assistance to any student on campus as well as advising University Administration and academic staff.

In addition, the SA provides its members with many services and resources. These include: assisting students in academic appeals; academic and welfare advice; information and assistance with Austudy and HECS; emergency interest- free financial loans; cheap photocopying; the Food Co- op; cheap faxes; cheap passport photos; a fortnightly student newspaper (CUrio); a weekly student radio program - UCan Radio, on Community Radio Station 2XX; examination results hotline; annual Orientation Handbook/Diary and a calendar; maps, pamphlets and other information about the University, Canberra, etc; support for on- campus childcare; general information and support to members on financial, academic or political matters; sewing machine and typewriter hire for students; installation and maintenance of typewriters in the Library for student use; daily local and national newspapers and journals available for reading in the SA office, and free tea and coffee in our kitchen.

It is important in today's higher education climate that the SA has a strong voice, locally and nationally. This strength comes from the membership of nearly 9,000 students on campus together with another 400,000 students across Australia through the NUS.

The Committee represents all students, so students who have any problems, questions, concerns or suggestions should feel free to call in to the SA office to discuss these.

Location: Concourse, B Level, Building 1 opposite the Library.

Hours: Monday and Wednesday 8.30am to 5pm, Tuesday and Thursday 8.30am to 6.30pm, Friday 8.30am to 4pm.

Telephone: (06) 201 2347

Fax: (06) 251 4248

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Canberra University Postgraduate Association

The Canberra University Postgraduate Association (CUPA) is constituted under the University Council to serve the academic interests and general welfare of postgraduate students at the University.

All students enrolled in the following courses are members of CUPA: PhD, masters degrees, postgraduate programs, graduate and postgraduate diplomas, graduate certificates and bachelor honours by research degrees. Membership fee is $21 per semester and is included in the services and amenities fee paid at the beginning of each semester.

The Association is governed by a council of postgraduate students, elected annually. CUPA Council includes representatives from all faculties, an international students' representative and students enrolled in both coursework and research degrees. Any postgraduate student may stand for CUPA Council.

CUPA serves its members by directing its activities towards specific postgraduate needs. The Association provides information, including an annual booklet detailing resources and rights of students. It offers assistance with and support for academic appeals and provides referrals and advocacy. CUPA provides a voice for postgraduates on the University's decision making committees including Council, Academic Board, Higher Degrees and Scholarships Committee, Student Services Committee, the Vice-Chancellor's Student Advisory Committee, and the Union Board of Management.

The Association promotes the development of an active postgraduate culture on campus and members participate in faculty projects including research festivals and faculty committees. CUPA organises social functions; and in conjunction with the undergraduate association provides services which include cheap photocopying, discount passport photos, support of campus childcare and the free legal aid clinic.

CUPA is affiliated with the Council of Postgraduate Associations (CAPA), the peak body for postgraduate student associations. CAPA works to safeguard postgraduate student issues at the national level.

The Association welcomes enquiries and suggestions. To discuss any concern or problem with a CUPA council member contact the CUPA office.

Location: Building 1, Level C, Room 72, (above the Refectory)

Telephone: (06) 201 2190

Fax: (06) 201 5348

e-mail: mkd@libserver.canberra.edu.au

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The Convocation

The University has established the Convocation to enable graduates and other persons who have the interests of the University at heart to maintain contact with the University and its community, and to contribute to its advancement. The Convocation is governed by a steering committee chaired by the graduate member of the University Council. The steering committee has representation from graduates of each faculty, from the University and from its predecessor, the CCAE Society.

A Convocation Office has been established at the University to maintain contact with graduates and to keep them informed of developments taking place at the University, and to manage the affairs of the Convocation on a day by day basis.

The Convocation Officer can assist interested groups in organising social, educational and cultural events. Membership of Convocation enables members to have borrowing rights from the University Library.

The Convocation also awards an annual prize, the Herbert Burton Medal, to a graduating student chosen on the basis of their outstanding achievement in terms of academic performance in addition to their contribution to either the University community or the wider community. Any member of the University community is eligible to nominate a candidate for this award.

Location: Building 2, Level B, Room 14.

Telephone: (06) 201 2989

Fax: (06) 201 5999

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General Information

- Faculty Staff
  - Dean of Faculty:
  - Deputy Dean:
  - Head of School of Resource, Environmental and Heritage Sciences:
  - Head of School of Human and Biomedical Sciences:
  - Head of School of Nursing:
  - Business Manager:
  - Executive Officer:
- General Enquiries:
- Course Advice
- Field Classes
- Laboratory Equipment
- Science Resource Centre

Faculty Staff

Dean of Faculty:

Professor Allan Cripps

Deputy Dean:

Miss Anne McMahon

Head of School of Resource, Environmental and Heritage Sciences:

Associate Professor Graham Taylor

Head of School of Human and Biomedical Sciences:

Associate Professor Alan Roberts

Head of School of Nursing:

Professor Jennifer James

Business Manager:

Mr Anthony Howkins

Executive Officer:

Mrs Robyne Parolin

General Enquiries:

3B2 (06) 201 2038

The Faculty of Applied Science presently offers undergraduate, graduate and postgraduate courses leading to the awards listed on the previous page. Students should refer to the section of this Handbook entitled Information for Students, in particular those paragraphs covering definition of University terms, admission, enrolment and academic progress. Prospective and newly- enrolled students should also note the knowledge assumed for each course.

Course Advice

Each student will be allocated a course adviser with whom they must consult at the commencement of their studies. As each course is defined by a Determination of Course Particulars, students are required to check with their Course Adviser to ensure that their study program is consistent with these requirements. Course advisers will also give advice on the selection of elective units.

Students should note that some units may have a quota restricting the number of students enrolling; this will be indicated in a unit's description in the Description of Units section at the back of this Handbook. A list of the names of Unit Conveners and Course Advisers is published each semester and is posted on student noticeboards in Buildings 3, 7 and 12.

Field Classes

Compulsory field study is part of many of the units, especially in Resource and Environmental Science, and students will be required to attend excursions for single days, weekends or periods of up to two weeks during breaks between classes. Students must be prepared to pay their own accommodation and food costs, and in some cases contribute to travel costs.

Laboratory Equipment

In some units, students are required to purchase practical class equipment or laboratory coats; details will be given in the first lecture of these units.

Science Resource Centre

The Science Resource Centre (SRC) has been established to assist students who are studying first year science units in the Faculty of Applied Science. The SRC has a tutorial room where special classes are held for students who feel uncertain about their background knowledge in science or who have not studied for a number of years. In addition, the SRC has a reading room and library where students can use study materials, videos, audio tapes and computer programs related to the first year science units. For more details contact Duncan McEvoy (06) 201 2058 or Robyne Parolin (06) 201 5199.

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Degree of Bachelor of Applied Science (062)

- Interdisciplinary Option (General Studies) Conveners:
- Specialisation areas and Conveners:

A student in this course may choose ***either*** to specialise in a field of study in which the course structure is defined, to enable the best employment opportunities, ***or***, for those students whose needs and interests are not met by one of the specialisations, to undertake the Interdisciplinary option (General Studies) which allows flexibility in the choice of both Applied Science units and units from other Faculties. After successfully completing first year studies, students enrolled in the Interdisciplinary option (General Studies) of the course may apply for transfer into a preferred specialisation or may remain enrolled in the General Studies option.

Interdisciplinary Option (General Studies) Conveners:

Associate Professor Terry Birtles 3D3 (06) 201 2326, Dr Diane Eager 3D36 (06) 201 2569

Specialisation areas and Conveners:

Applied Psychology

Professor Marie Carroll 3B22 (06) 201 2653

Conservation of Cultural Materials

Professor Colin Pearson 7D7 (06) 201 2368

Cultural Heritage Management

Dr Brian Egloff 7D17 (06) 201 2177

(Aboriginal and Torres Strait Islander Students)

Dr Amar Galla 7D15 (06) 201 2199)

Environmental and Analytical Chemistry

Associate Professor Ian O'Brien 3D5 (06) 201 2269

Human Biology

Dr Peter Greenham 3D56 (06) 201 2536

Medical Laboratory Science

Dr Peggy Horn 3D41 (06) 201 2243

Nutritional Science

Ms Vicki Deakin 3D4 (06) 201 2567

Resource and Environmental Science

Associate Professor Graham Taylor 3C50 (06) 201 2031

NOTE: There is a quota on the number of students in each of the course specialisations. Before choosing their major area of study, students must consult with the course convener and lecturer in charge of the specialisation. In some cases, enrolment in units is only possible with the permission of the unit convener due to quota restrictions.

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Interdisciplinary Option (General Studies) Bachelor of Applied Science (062)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Elective Sequence:
- Course Advice:
- Professional Recognition:
- Course Convener:
- Typical Fulltime Course Structure
  - Applied Earth/Life Sciences
  - Physical/Chemical/Materials Sciences
  - Human Sciences

This program is available within the Bachelor of Applied Science for students whose needs and interests are not met by one of the specialisations offered. It allows great flexibility in choice of both Applied Science units and units from other Faculties.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Majors in Chemistry (T) and/or Biology (T), English (T) and Mathematics (T); NSW: 2u Chemistry and/or Biology, 2u English and 2u Mathematics.

Course Requirements:

This course requires passes in units totalling a minimum of 72 credit points. Each program must include:

(a) no more than 30 credit points at level 1/2 and no less than 18 credit points at level 5/6;

(b) an Applied Science core of 18 credit points;

(c) an Applied Science major of at least 24 credit points, including 9 credit points at level 5/6;

(d) an elective combination which, together with (a) and (b) above, makes a total of at least 72 credit points such that the whole course forms a cohesive group of units appropriate to the needs of the relevant profession.

Elective Sequence:

The elective sequence (with a value of at least 24 credit points, including 9 credit points at level 5/6) may be chosen from elective majors in Applied Science or any other Faculty in the University (refer to ELECTIVES section of this Handbook) and is intended to encourage students to design an interdisciplinary course. As an example, students concerned with industrial administration or environmental management may wish to build units of economics, law, accounting and administration into their elective program. Similarly, students seeking careers in science writing or technical translation may select units in communication, professional writing, media studies, modern languages, library and information studies or office management.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies. Students must submit a proposed study program to their course adviser during their first year of study; the study program must contain at least one coherent sequence of units in a field of study offered by the Faculty of Applied Science, and overall coherence for the purposes of professional recognition and employment.

Professional Recognition:

Course advisers will have information for students on the requirements for corporate membership of a range of professional bodies.

Course Convener:

Associate Professor Terry Birtles 3D3 (06) 201 2326; Dr Diane Eager 3D36 (06) 201 2569

Typical Fulltime Course Structure

The Applied Science core is chosen from the following three areas.

Applied Earth/Life Sciences

Two units from:

1516 Chemistry 1A

0482 General Physics

0483 Concepts in Biology *or* another biology unit

and one of:

2972 Concepts in Applied Anthropology

0959 Dynamic Earth

3479 Science, Environment and Society, an applied geography unit

3071 Human Physiology and Anatomy 1

and one of:

0575 Mathematics 1

3605 Mathematical Methods 1A

3603 Physical Principles

and one of:

a computing unit, a statistics unit

1809 Data Analysis in Science *and*

0758 Communication in Science

Physical/Chemical/Materials Sciences

1516 Chemistry 1A

and at least one of:

1517 Chemistry 1B

0482 General Physics

4332 Electronics Engineering 1

3699 Technical Examination Methods

and two of:

1789 Analytical Chemistry

0483 Concepts in Biology

0466 Materials Chemistry

3695 Materials Science 1

and one of:

a computing unit, a statistics unit

1809 Data Analysis in Science

3605 Mathematical Methods 1A *or* another approved mathematics unit

and

0758 Communication in Science

Human Sciences

Psychology major

1444 Basic Information Systems

0483 Concepts in Biology

1809 Data Analysis in Science

3071 Human Physiology and Anatomy 1

2978 Human Physiology and Anatomy 2

4142 Human Physiology and Anatomy 3

0758 Communication in Science

0627 Genetics

1967 Pathobiology

4144 Nutritional Science

and an elective major in one of:

Cultural Heritage Management

Sports Studies

Chemistry

For further details, contact the course convener.

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Applied Psychology Specialisation (to be accredited) -- Bachelor of Applied Science

- Non-accredited Major
  - (a) Health Psychology
  - (b) Organisational Psychology
  - (c) Sports Psychology
- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Course Advice:
- Specialisation Convener:
- Typical Full-time Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - Three elective units in Psychology are

There are 10 core units in the new Psychology course. These are:

4309 Psychology 101 : Introductory Psychology 1

4310 Psychology 102 : Introductory Psychology 2

4311 Psychology 201 : Individual Differences

4312 Psychology 202 : Experimental Psychology

4366 Psychology 205 : Learning and Perception

4313 Psychology 203 : Social and Developmental Psychology

4315 Psychology 301 : Methods and Design in Psychology

4316 Psychology 302 : Psychopathology

4317 Psychology 303 : Organisational Psychology

4318 Psychology 304 : Cognitive Psychology

plus

4120 Applied Statistics 1 (or equivalent)

Psychology 101 and 102 are one-semester units taken in the first year of the course, 201, 202, 203 and 205 in the second year, and 301, 302, 303, and 304 in the third year. Thus 38 credit points in Psychology and 3 credit points in Statistics form the core.

Psychology 101 and 102 are prerequisites for 201 and 202. Psychology 202 is a prerequisite for 301, which will be a prerequisite for entry into future postgraduate programs which may be developed.

No fewer than 4 Psychology units (16 credit points) may be taken in the third year.

The Centre for Applied Psychology will be seeking provisional accreditation with the Australian Psychological Society for the new Psychology course during 1995. If accreditation is granted, it will allow graduates to apply for APS accredited postgraduate courses at this or other universities.

Non-accredited Major

Students who do not wish to undertake the new course, but seek a non-accredited major or a sub-major sequence in Psychology may still do so. Individual units in psychology may also be studied. A major in psychology would involve Psychology 101 plus 5 other psychology units. A sub-major (or minor) would involve Psychology 101 plus 3 other Psychology units. A range of psychology subjects is then available. These can be divided into three sub-major areas of Health, Organisational, or Sport Psychology. It is not essential that students study units from only one area; a mix and match of units to suit student interests would be appropriate. The units for each sub-major are:

(a) Health Psychology

4314 Psychology 204 : Health Psychology

4311 Psychology 201 : Individual Differences

4316 Psychology 302 : Psychopathology

(b) Organisational Psychology

4313 Psychology 203 : Social and Developmental Psychology

4367 Psychology 206 : Organisational Psychology 1

4317 Psychology 303 : Organisational Psychology

(c) Sports Psychology

1176 Acquisition of Sports Skills

1715 Measurement and Statistics for Sport

1176 Psychology of Sport

Course Duration:

3 years full-time or equivalent part-time.

Assumed Knowledge:

ACT: Mathematics (T), NSW: 2u Mathematics.

Course Requirements:

Satisfactory completion of at least 72 credit points of required and elective units.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Specialisation Convener:

Professor Marie Carroll 3B22 (06) 201 2653

Typical Full-time Course Structure:

Bachelor of Applied Science--Applied Psychology

The following units are now compulsory for all enrolled in the course:

YEAR 1

Semester 1

4309 Psychology 101 : Introductory Psychology 1

0594 Applied Statistics 1 (or equivalent)

plus two electives

Semester 2

4310 Psychology 102 : Introductory Psychology 2

0594 Applied Statistics 1 (or equivalent)

plus two electives

YEAR 2

Semester 1

4311 Psychology 201 : Individual Differences

4313 psychology 203 : Social and Psychology Developmental Psychology

plus two electives

Semester 2

4312 Psychology 202 : Experimental Psychology

4366 Psychology 205 : Learning and Perception

plus two electives

YEAR 3

Semester 1

4315 Psychology 301 : Methods and Design in Psychology

4316 Psychology 302 : Psychopathology

plus two electives

Semester 2

4317 Psychology 303 : Organisational Psychology

4318 Psychology 304 : Cognitive Psychology

plus two electives

Three elective units in Psychology are

4314 Psychology 204 : Health Psychology

1167 Psychology of Sport

4367 Psychology 206 : Organisational Psychology 1

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Conservation of Cultural Materials SpecialisationBachelor of Applied Science (062)

- Course Duration:
- Assumed Knowledge:
- Useful Knowledge:
- Course Requirements:
- Course Advice:
- Professional Recognition:
- Specialisation Convener:
- Typical Full-time Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

This specialisation within the Bachelor of Applied Science Degree graduates specialist professional conservators. The first year of the course teaches scientific methods and the science of conservation with an emphasis on the technological history of cultural artefacts and what causes their deterioration. The second year of study introduces artefact preservation, conservation philosophy and ethics. Students elect an area of specialisation during this year. The areas of specialisation are--

Objects:

inorganic and organic materials used in the construction of artefacts found in art, archaeology, ethnography, science, history, technology and natural history collections.

Paintings:

paintings made of traditional and modern materials, including works using a variety of mediums and supports, in various formats.

Paper:

materials of libraries and archives, and art on paper in galleries and museums and in private collections.

The final year of the course offers advanced theory and a refinement of practical skills in the specialist area.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Majors in Chemistry (T) and English (T); NSW: 2u Chemistry and 2u English.

Useful Knowledge:

Mathematics (T) or 2u Mathematics is desirable. Experience in art or craft and an understanding of conservation is important.

In addition to applying through the Universities Admission Centre, applicants must send a letter telling us about themselves and their academic background, interests, and reasons for wanting to become a conservator. Send the letter to the Convener, Conservation of Cultural Materials, NCCHSS University of Canberra, PO Box 1, Belconnen, ACT 2616.

Course Requirements:

Satisfactory completion of at least 72 credit points of required and elective units.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:

The course is fully recognised by The Australian Institute of Conservation of Cultural Material Inc.

Specialisation Convener:

Professor Colin Pearson 7D7 (06) 201 2368

Typical Full-time Course Structure:

Bachelor of Applied Science - Conservation of Cultural Materials

YEAR 1

Semester 1

3699 Technical Examination Methods

3697 Materials Science 3

1516 Chemistry 1A

A Computer unit elective

Semester 2

3693 Heritage Preservation

3696 Materials Science 2

3695 Materials Science 1

1517 Chemistry 1B

YEAR 2

Semester 1

3694 Library and Archive Preservation *or* 1606 Museology 1

3689 Conservation Theory

3698 Materials Science 4

1789 Analytical Chemistry

Semester 2

2691 Heritage Communication

3688 Conservation Practice Elective

0466 Materials Chemistry

YEAR 3

Semester 1

3690 Heritage Conservation Management

3687 Conservation Field Experience

3685 Advanced Conservation Practice 1 (double unit)

Semester 2

3691 Heritage Conservation Project 1

3692 Heritage Conservation Project 2

3686 Advanced Conservation Practice 2 (double unit)

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Cultural Heritage Management SpecialisationBachelor of Applied Science (062)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Elective Sequence:
- Course Advice:
- Professional Recognition:
- Specialisation Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

Cultural Heritage Management is the field of practice concerned with the effective identification, conservation, management and interpretation of cultural heritage resources. The term is an umbrella, involving competence in disciplines such as archaeology, history, architecture and anthropology. Students are prepared for jobs in collections management, site management, education and interpretation, in organisations including museums, heritage agencies, national parks and private practice.

The degree course specialising in Cultural Heritage Management introduces students to the technical skills and professional theories of managing cultural heritage items. The course has unique input from the sister course in the Conservation of Cultural Materials (the scientific techniques of materials conservation). All programs are grounded in the professional standards of the heritage industry in Australia, and involve substantial interaction with heritage organisations and practitioners in the ACT.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

Social Sciences to Year 12 level, English (T) or equivalent.

Course Requirements:

Satisfactory completion of at least 72 credit points of required and elective units.

Elective Sequence:

The structure of the degree course enables students to take a full elective stream in another discipline that complements cultural heritage skills, such as history, librarianship or environmental management.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:

Course advisers will have information for students on the requirements for professional membership of the following bodies--Museums Australia, International Council on Museums (ICOM), International Council on Monuments and Sites (ICOMOS), Association for Preservation Technology.

Specialisation Convener:

Dr Brian Egloff 7D17 (06) 201 2177; Dr Amar Galla 7C4 (06) 201 2199 for Aboriginal and Torres Strait Islander Students.

Typical Fulltime Course Structure:

Bachelor of Applied Science - Cultural Heritage Management

YEAR 1

Semester 1

3699 Technical Examination Methods

2972 Concepts in Applied Anthropology

3762 Communication Interface 1

Elective

Semester 2

3693 Heritage Preservation

2440 Archaeology of Hunters and Gatherers

0953 Social Research Methods

Elective

YEAR 2

Semester 1

1606 Museology 1

2829 Aboriginal Society and Adaptation

3572 Cultural Heritage Management

Elective

Semester 2

2691 Heritage Communication

2439 Aboriginal Material Culture

2971 Historical Cultural Landscapes *or* 3039 Architectural Heritage

Elective

YEAR 3

Semester 1

3690 Heritage Conservation Management

3665 Multiculturalism: Theory and Practice

2984 Heritage Presentation and Interpretation

Elective

Semester 2

3662 Professional Practice in CHM

3667 Cross Cultural Heritage Management

1655 Museology 2

Elective

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Environmental and Analytical Chemistry SpecialisationBachelor of Applied Science (062)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Elective Sequence:
- Course Advice:
- Specialisation Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

Students who complete this specialisation will be prepared for careers in a number of areas such as environmental policy and management, scientific laboratories, environmental, clinical, health, industrial, government and academic research; quality and production control in industry; scientific information services (in the Public Service or industrial technical services); agricultural chemicals; marketing and education. The course is particularly suited to secondary level science teaching.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Majors in Chemistry (T) and/or Biology (T), English (T) and Mathematics (T); NSW: 2u Chemistry and/or Biology, 2u English and 2u Mathematics.

Course Requirements:

Satisfactory completion of at least 72 credit points of required and elective units.

Elective Sequence:

The structure of the course enables students to take a full elective stream in another field of science or other discipline that complements their specialisation, such as Administration, Law, Psychology.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition: This course is recognised for Associate Membership of the Royal Australian Chemical Institute.

Specialisation Convener:

Associate Professor Ian O'Brien 3D5 (06) 201 2269/2538

Typical Fulltime Course Structure:

Bachelor of Applied Science - Environmental and Analytical Chemistry

YEAR 1

Semester 1

1516 Chemistry 1A

Physics unit (1/2) eg 0482 General Physics

A unit of Computing or 1809 Data Analysis in Science

3479 Science Environment and Society *or* elective

Semester 2

1517 Chemistry 1B

Mathematics unit (1/2) eg 0575 Mathematics 1

Two Electives

YEAR 2

Semester 1

1789 Analytical Chemistry

2976 Human Biochemistry (year-long)

0758 Communication in Science

Elective

Semester 2

3317 Chemistry of the Environment

2976 Human Biochemistry (cont'd)

0466 Materials Chemistry

Elective

YEAR 3

Semester 1

3065 Ecochemistry A6 (year-long)

4143 Biochemistry of Disease (optional) *or* 4058 Ecotoxicology (offered semester 1/95 and every second year)

3238 Research Project in Applied Science (3) *or* 3240 Research Project in Applied Science (6) (year-long)

Elective

Semester 2

3065 Ecochemistry A6 (cont'd)

3318 Advanced Analytical Chemistry

3240 Research Project in Applied Science (6) (cont'd) if undertaken in Semester 1

Electives to meet the general requirements

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HANDBOOK 1995

Human Biology Specialisation Bachelor of Applied Science (062)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Elective Sequence:
- Course Advice:
- Specialisation Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

The Human Biology program is designed for those seeking a general science course that will equip them to work in a range of careers, or provide a foundation for them to undertake specific professional training with a Graduate Diploma in areas such as teaching, recreation and leisure, public health nutrition or community health.

Students undertake a range of basic science units in their first year which provides a foundation for more specific human biology units in the second and third years of the course.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Majors in Chemistry (T) and/or Biology (T), English (T) and Mathematics(T); NSW: 2u Chemistry and/or Biology, 2u English and 2u Mathematics.

Course Requirements:

Satisfactory completion of at least 72 credit points of required and elective units.

Elective Sequence:

This program is normally done in conjunction with two other major areas of study available at the University. Such areas include administration, biochemistry, biology/chemistry science teaching, health education, nutrition, psychology, resource and environmental science, sociology or sports science.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Specialisation Convener:

Dr Peter Greenham 3D56 (06) 201 2536

Typical Fulltime Course Structure:

Bachelor of Applied Science - Human Biology

YEAR 1

Semester 1

0483 Concepts in Biology

1516 Chemistry 1A

3479 Science, Environment and Society *or* 2972 Concepts in Applied Anthropology

One elective

Semester 2

3071 Human Physiology and Anatomy 1

1809 Data Analysis in Science

Two electives

YEAR 2

Semester 1

2978 Human Physiology and Anatomy 2

0758 Communication in Science

Two electives

Semester 2

0627 Genetics

A Computing Unit/elective

Two electives

YEAR 3

Semester 1

4144 Nutritional Science

Three electives

Semester 2

1494 Human Adaptation *or/and* 4142 Human Physiology and Anatomy 3

Two/Three electives

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Medical Laboratory Science SpecialisationBachelor of Applied Science (062)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Course Advice:
- Professional Recognition:
- Specialisation Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

This specialisation prepares graduates for employment in pathology laboratories in hospitals and veterinary clinics. It also forms a sound base in medical and biological research laboratories. The course emphasises breadth of expertise so that graduates can take responsibility in smaller regional laboratories, or work as specialists in a metropolitan laboratory. Honours degrees in clinical biochemistry and immunology are available for students seeking deeper understanding and possible research careers.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Majors in Chemistry (T) and/or Biology (T), English (T) and Mathematics(T); NSW: 2u Chemistry and/or Biology, 2u English and 2u Mathematics.

Course Requirements:

Satisfactory completion of at least 72 credit points of required and elective units.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:

This course is recognised for graduate membership of the Australian Institute of Medical Scientists.

Specialisation Convener:

Dr Peggy Horn 3D41 (06) 201 2243

Typical Fulltime Course Structure:

Bachelor of Applied Science - Medical Laboratory Science

YEAR 1

Semester 1

1516 Chemistry 1A

3479 Science, Environment and Society

0483 Concepts in Biology

0482 General Physics

Semester 2

1517 Chemistry 1B

3071 Human Physiology and Anatomy 1

1809 Data Analysis in Science

Elective/Computing unit*

YEAR 2

Semester 1

0758 Communication in Science

1789 Analytical Chemistry

2978 Human Physiology and Anatomy 2

2976 Human Biochemistry (year- long)

Semester 2

4323 Histology

1967 Pathobiology

0221 Microbiology

2976 Human Biochemistry (cont'd)

YEAR 3

Semester 1

3070 Haematology (year- long)

2985 Medical Microbiology (year- long)

2986 Clinical Biochemistry (year- long)

0413 Immunology and Serology

Semester 2

3070 Haematology (cont'd)

2985 Medical Microbiology (cont'd)

2986 Clinical Biochemistry (cont'd)

Elective#

* In second semester a unit other than computing may be chosen if students have already become proficient in the use of computers.

In Semester 2 of Year 3, any appropriate 3/6 unit may be chosen, especially either 3238 Research Project in Applied Science (3) or 1968 Integrated Studies of Disease. The Research Project unit is strongly recommended for students contemplating doing an Honours degree.

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Nutritional Science SpecialisationBachelor of Applied Science (062)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Elective Sequence:
- Course Advice:
- Specialisation Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

This specialisation is specifically designed as a foundation for subsequent graduate courses in dietetics, nutritional science and public health nutrition, but is relevant to those with interests in health education, sports education or the food industry.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Majors in Chemistry (T) and/or Biology (T), English (T) and Mathematics(T); NSW: 2u Chemistry and/or Biology, 2u English and 2u Mathematics.

Course Requirements:

Satisfactory completion of at least 72 credit points of required and elective units.

Elective Sequence:

The structure of the course enables students to take elective streams either within the faculty or in another faculty to complement their specialisation. These include biomedical sciences, psychology, human biology, sports studies, health education and Aboriginal studies. Students wishing to gain entry into graduate programs in dietetics are encouraged to undertake human biology or biomedical sciences electives.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Specialisation Convener:

Ms Vicki Deakin 3D4 (06) 201 2567

Typical Fulltime Course Structure:

Bachelor of Applied Science - Nutritional Science

YEAR 1

Semester 1

0483 Concepts in Biology

1516 Chemistry 1A

4309 Psychology 101 : Introductory Psychology 1

3479 Science, Environment and Society

Semester 2

3071 Human Physiology and Anatomy 1

1517 Chemistry 1B

1809 Data Analysis in Science

1444 Basic Information Systems

YEAR 2

Semester 1

2976 Human Biochemistry (year- long)

2978 Human Physiology and Anatomy 2

0758 Communication in Science

Elective

Semester 2

2976 Human Biochemistry (cont'd)

1967 Pathobiology

3838 Food Science

Elective

YEAR 3

Semester 1

4144 Nutritional Science

Two electives

Semester 2

4314 Psychology 204 : Health Psychology

3315 Food, Nutrition and Society

Elective

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HANDBOOK 1995

Resource and Environmental Science SpecialisationBachelor of Applied Science (062)

- Course Duration:
- Assumed Knowledge:
  - YEAR 1
  - YEAR 2
  - YEAR 3
- Elective Sequence:
- Course Advice:
- Professional Recognition:
- Specialisation Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3

The specialisation in Resource and Environmental Science has been designed to enable students to gain the knowledge, skills and values necessary for them to commence professional careers in resource and environmental science, and resource management.

The educational approach emphasises the need for appropriate specialist skills and knowledge as well as a broad understanding of science and society. The specialisation is founded on a basic knowledge of biology, chemistry, earth science, ecology, physics and data analysis. Particular emphasis is placed on problem- solving approaches to learning, quantitative data analysis, communication skills, decision making and environmental policy development, field- based studies, and community links through work experience placement.

After completing the specialisation, students may have the opportunity to continue their studies at the honours, masters and doctoral level under supervision. The program is concerned with teaching, research and consulting in the fields of earth science, including soil science and conservation, and regolith studies; environmental management and policy development; land evaluation and rehabilitation; environmental chemistry and ecotoxicology (offered every second year); exploration geology and geochemistry; vegetation and wildlife management; parks and heritage conservation; freshwater ecology and water ecology monitoring; geographic information systems and remote sensing; applied ecology; conservation of biodiversity and environmental education.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Majors in Chemistry (T) and/or Biology (T), English (T) and Mathematics(T); NSW: 2u Chemistry and/or Biology, 2u English and 2u Mathematics.

Course Requirements: The satisfactory completion of units totalling 72 credit points as follows--

YEAR 1

24 credit points in a set of 8 required units;

YEAR 2

2 required units plus a further 2 units (for which there is some choice) are needed as prerequisites for final year, plus a further 4 unit as electives chosen by the student according to their interests and the mix of complementary subjects that suit their chosen field of interest;

YEAR 3

2 required year- long units, plus 2 other year- long units, either with a theme of land and earth resources, or with a theme of vegetation parks, wildlife and water resources, plus 2 further electives.

Elective Sequence:

Students have considerable choice from throughout the University in making their selection of electives, once they have satisfied the prerequisites for final year study. The individual programs which can be constructed within the basic requirements of the specialisation, while sharing much material in common with other students, vary considerably; there are many possibilities for emphasis. Common examples include programs emphasising interdisciplinary studies in Resource and Environmental Science; a biological and resource emphasis; a soil and land management emphasis; or a combination of the basic Resource and Environmental Science specialisation with elements of the Cultural Heritage Management or Environmental Chemistry programs. Lists of the recommended elective units for different emphases are available from your course adviser.

Students are encouraged to take at least 3 electives outside resource and environmental science areas. Lists of the single elective units are provided in the ELECTIVES section of this Handbook. These could include areas as diverse as communication, media, economics, law, sociology, psychology.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:

Students completing a geology major are eligible to apply for membership of the Australian Institute of Geoscientists; graduates with a Soil Science and Conservation major can belong to the Australian Institute of Agricultural Science. Students with other majors may apply for membership of the Australian Institute of Parks and Recreation.

Specialisation Convener:

Associate Professor Graham Taylor 3C50 (06) 201 2031

Typical Fulltime Course Structure:

Bachelor of Applied Science - Resource and Environmental Science

YEAR 1

Semester 1

0483 Concepts in Biology

0959 Dynamic Earth

1516 Chemistry 1A

3479 Science, Environment and Society

Semester 2

0623 Plants and Animals

3681 Landscape Processes

1809 Data Analysis in Science

3603 Physical Principles

YEAR 2

Semester 1

3680 Quantitative Methods in Environmental Science

Prerequisites for final year thematic units, 6 credit points (see NOTE below)

Semester 2

3675 Resource Information Systems

Electives, 18 credit points

YEAR 3

3673 Resource and Environmental Management (year- long)

3671 Resource Techniques and Project (year- long)

A year- long thematic unit: *either* 3672 Land and Earth Resources *or* 3669 Vegetation, Wildlife, Parks and Water Resources

2 Electives

NOTE: Students considering their options need to be aware that their choice for final year will influence the prerequisite units they will need to take in Year 2. The two final year thematic units have the following prerequisites:

3672 Land and Earth Resources - - 3679 Australian Soils plus one of: 3676 Catchment Processes; 3682 Earth Materials; 3644 Soil Conservation, Assessment and Management.

3669 Vegetation, Wildlife, Parks and Water Resources - - 0226 Ecology plus one of: 3676 Catchment Processes; 2638 Community Ecology; 3674 Biological Diversity.

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HANDBOOK 1995

Degree of Bachelor of Nursing (067)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Professional Recognition:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - YEAR 4
    - Semester 1

This course is designed to prepare students to practise as registered nurses. Clinical practice is undertaken in hospitals and community settings. Only students admitted to this course will be able to undertake those units involving field studies.

Course Duration:

3 and one half years full- time or equivalent part- time

Assumed Knowledge:

ACT: Major in Science (T) or two minors in Science (T) (preferably Chemistry and/or Biology), majors in English (T) and Mathematics (T). NSW: 2 units of science (preferably Chemistry and/or Biology), 2u Mathematics and 2u English.

Course Requirements:

Satisfactory completion of 84 credit points, including 21 credit points from physical/biological sciences, 12 credit points from behavioural sciences and 51 credit points from nursing

Professional Recognition:

The Nurses Board of the ACT grants to graduates of the course registration as nurses, and subsequent registration in other states of Australia can be obtained following ACT registration.

Course Convener:

Mrs Carmel O'Meara 12D9 (06) 201 2084

Typical Fulltime Course Structure:

Bachelor of Nursing

YEAR 1

Semester 1

4060 Introduction to Human Sciences (year- long)

3374 Nursing 1 (year- long)

3376 Nursing 3

4309 Psychology 101 : Introductory Psychology 1

Semester 2

4060 Introduction to Human Sciences (cont'd)

3374 Nursing 1 (cont'd)

3375 Nursing 2

3071 Human Physiology and Anatomy 1

YEAR 2

Semester 1

2978 Human Physiology and Anatomy 2

3427 Nursing 4 (year- long)

3428 Nursing 5 (year- long)

Semester 2

1967 Pathobiology

4314 Psychology 204 : Health Psychology

3427 Nursing 4 (cont'd)

3428 Nursing 5 (cont'd)

YEAR 3

Semester 1

1966 Pathophysiology and Drug Therapy

4316 Psychology 302 : Psychopathology

3661 Nursing 6/7 (year- long)

3512 Food, Nutrition and Diet Therapy

Semester 2

1685 Health Care and the Law

1047 Nursing Studies 4

3661 Nursing 6/7 (cont'd)

3660 Nursing 9

YEAR 4

Semester 1

3656 Nursing 8

3657 Nursing 10

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Degree of Bachelor of Applied Science in Nursing Science

- Eighteen month degree conversion course (293)
- Course Duration:
- Admission Requirements:
- Bridging Requirements:
- Course Requirements:
- Course Advice:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
- One year degree conversion course (134)Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2

Two programs are offered, to cater for applicants with different backgrounds in nursing.

Eighteen month degree conversion course (293)

The eighteen month undergraduate degree conversion nursing course is designed for registered nurses from hospital programs seeking a tertiary level qualification in nursing.

Course Duration:

18 months full- time or equivalent part- time. Students required to undertake bridging studies will usually extend their course by at least one semester of part- time study.

Admission Requirements:

Students enrolling in this course must have completed a basic hospital- based nursing certificate program and be eligible for registration as a nurse in the ACT.

Bridging Requirements:

These will depend on and relate to the student's past academic standards and achievements. The Head of School may require a student to undertake a program of study, the successful completion of which will be a part of the requirements for the course.

Course Requirements:

Satisfactory completion of at least 36 credit points, of which there must be a minimum of 18 credit points at level 3/4 and 18 credit points at level 5/6, from core nursing units and elective units.

Course Advice:

Students are advised to seek course advice from the course convener in the selection of elective units.

Course Convener: Ms Elizabeth MacKinlay 12D10 (06) 201 2930.

Typical Fulltime Course Structure:

Bachelor of Applied Science in Nursing Science (18 month course)

YEAR 1

Semester 1

4180 Nursing Studies 1

4182 Nursing Studies 3

Two elective units (level 3/4 or 5/6)

Semester 2

4181 Nursing Studies 2

1047 Nursing Studies 4

1685 Health Care and the Law

1049 Nursing Studies 6 : Policy Development and Ethics in Nursing

YEAR 2

Semester 1

3656 Nursing 8 and

4183 Special Studies in Nursing

or Two elective units (level 5/6)

One year degree conversion course (134)Course Duration:

1 year full- time or equivalent part- time.

Admission Requirements:

Applicants who have completed a three- year diploma course in nursing science at a college of advanced education or university will be admitted to the one year degree conversion course. Applicants must be eligible for registration as a nurse in the ACT.

Course Requirements:

The one year course comprises 5 units (with a total value of at least 24 credit points).

Course Convener:

Ms Sandra Trick 12D11 (06) 201 2564

Typical Fulltime Course Structure:

Bachelor of Applied Science in Nursing Science (1 year course)

YEAR 1

Semester 1

3656 Nursing 8

2455 Nursing Studies 7 (year- long)

3762 Communication Interface 1 *or*

0758 Communication in Science

Semester 2

1047 Nursing Studies 4

2455 Nursing Studies 7 (cont'd)

1049 Nursing Studies 6

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Degree of Bachelor of Applied Science in Sports StudiesSports Coaching (128)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Elective Sequence:
- Course Advice:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

The objective of this course is to provide an understanding of the principles, knowledge and skills involved in becoming a competent sports coach. Graduates can expect to find employment in coaching children and adults, physical education teaching in some private schools, developing coaching resources and facilities, and sports development in Commonwealth and State Government departments of sport and recreation.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Majors in Advanced Mathematics, Biology (T) and English (T). NSW: 3u Mathematics, 2u Biology and 2u English. Some study in Chemistry and/or Physics is useful.

Course Requirements:

The successful completion of 73 credit points, of which a maximum of 30 credit points can be completed at semester level 1/2, and a minimum of 18 credit points must be completed at semester level 5/6. Of these, at least 18 credit points must be obtained from the elective sequence of units.

Elective Sequence:

The elective sequence may consist of units in one of the following areas: sports administration, sports media, communication and media, computing studies, politics, psychology, economics, accounting, law, human biology.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Course Convener:

Mr Adrian Faccioni 3B32 (06) 201 2936

Typical Fulltime Course Structure:

Bachelor of Applied Science in Sports Studies - Sports Coaching

YEAR 1

Semester 1

0112 History of Sport in Society

4002 Theory and Practice of Coaching 1

0880 Functional Anatomy

Elective

Semester 2

1354 Social Analysis of Sport

3071 Human Physiology and Anatomy 1

1519 Introduction to Exercise Science

Elective

YEAR 2

Semester 1

1715 Measurements and Statistics for Sport

4176 Neuroanatomy and Motor Control

4177 Biomechanics

Elective

Semester 2

4179 Physiology of Exercise

1167 Psychology of Sport

4003 Theory and Practice of Coaching 2

Elective

YEAR 3

Semester 1

0740 Theory and Practice of Coaching 3

4144 Nutritional Science

3575 Special Sports Studies A (Coaching)

Elective

Semester 2

4178 Sports Medicine

3589 Special Sports Studies B (Coaching)

Elective

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HANDBOOK 1995

Degree of Bachelor of Arts in Sports StudiesSports Administration (127)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Elective Sequence:
- Course Advice:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

The objective of this course is to provide an understanding of the principles, knowledge and skills involved in becoming a competent sports administrator. Graduates can expect to find employment in administration of sporting clubs, sports development in Commonwealth and State Government departments of sport and recreation, public relations work with sporting firms or bodies, and management of sports recreation or leisure centres.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Majors in Advanced Mathematics and English (T). NSW: 2u Mathematics and 2u English.

Course Requirements:

The successful completion of 73 credit points, of which a maximum of 30 credit points can be completed at semester level 1/2, and a minimum of 18 credit points must be completed at semester level 5/6. Of these, at least 18 credit points, must be obtained from the elective sequence of units.

Elective Sequence:

The elective sequence may consist of units in one of the following areas: sports coaching, sports media, communication and media, computing studies, politics, psychology, economics, accounting, law, human biology.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Course Convener:

Dr Diane Klein 3B40 (06) 201 2986

Typical Fulltime Course Structure:

Bachelor of Applied Science in Sports Studies - Sports Administration

YEAR 1

Semester 1

0112 History of Sport in Society

0637 Public Relations 1

3762 Communication Interface 1 *or*

1444 Basic Information Systems

Elective

Semester 2

1354 Social Analysis of Sport

3071 Human Physiology and Anatomy 1

1519 Introduction to Exercise Science

Elective

YEAR 2

Semester 1

3397 Sport and Business

1715 Measurement and Statistics for Sport

4001 Professional Sport Structures

Elective

Semester 2

3396 Sport and Politics

1354 Social Analysis of Sport

3398 Industrial Relations in Sport

Elective

YEAR 3

Semester 1

3399 Major Sports Event Management

3573 Special Sports Studies A (Administration)

0765 Sports and the Law

Elective

Semester 2

3576 Sports Marketing

3574 Special Sports Studies B (Administration)

Elective

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Degree of Bachelor of Arts in Sports StudiesSports Media (129)

- Course Duration:
- Assumed Knowledge:
- Course Requirement:
- Elective Sequence:
- Course Advice:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

The objective of this course is to provide an understanding of the principles, knowledge and skills involved in becoming a competent sports journalist. Graduates can expect to find employment in public relations work with sporting firms or bodies, management of sports recreation or leisure centres and communication of sports information to the public via print or electronic media.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Major in English (T). NSW: 2u English. It will be useful for applicants to have studied general subjects such as Media Studies, History to Year 12 level.

Course Requirement:

Satisfactory completion of 73 credit points, of which a maximum of 30 credit points can be completed at semester level 1/2, and a minimum of 18 credit points must be completed at semester level 5/6. Of these, at least 18 credit points, must be obtained from the elective sequence of units in a cognate area approved by the Faculty.

Elective Sequence:

The elective sequence may consist of units in one of the following areas: sports administration, sports coaching, communication and media, computing studies, politics, psychology, economics, accounting, law, human biology.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Course Convener:

Dr Murray Phillips 3B33 (06) 201 2384

Typical Fulltime Course Structure:

Bachelor of Applied Science in Sports Studies - Sports Media

YEAR 1

Semester 1

0112 History of Sport in Society

3762 Communication Interface 1

4004 Sports Journalism 1

3736 Introduction to News (year- long)

Semester 2

1723 Organisation and Policy in Sport

1519 Introduction to Exercise Science

1354 Social Analysis of Sport

3736 Introduction to News (cont'd)

YEAR 2

Semester 1

4005 Sports Journalism 2

3740 Print Reporting (year- long)

Elective

Elective

Semester 2

3396 Sport and Politics

3740 Print Reporting (cont'd)

Elective

Elective

YEAR 3

Semester 1

4030 Sub- Editing

3397 Sport and Business

3399 Major Sports Event Management

Elective

Semester 2

1420 Special Sports Studies A (Journalism)

4006 Sports Journalism 3

Elective

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Degree of Bachelor of Applied Science (Honours) (223)

- Course Duration:
- Admission Requirements:
- Course Advice:
- Course Requirements:
- Professional Recognition:
- Specialisations and Conveners:
  - Human and Biomedical Science:
  - Resource, Environmental and Heritage Sciences:
  - Conservation of Cultural Materials:
  - Cultural Heritage Management:
  - Nursing:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2

The aim of the Honours program in Applied Science is to prepare students for an intensive research program at postgraduate degree level. It also aims to prepare students for employment which requires skills in research which are not available in other current courses.

The course is offered in the broad fields of human and biomedical science, resource and environmental science, and heritage science. Specialisations offered will be based on the University educational profile, the availability of appropriately qualified staff, appropriate facilities and student demand.

Course Duration:

10 months full- time

Admission Requirements:

To qualify for admission to the honours program a student must have a degree, or an award or level of achievement which is equivalent to a degree conferred by a recognised tertiary institution, gained in a suitable area of study, at an appropriate level of performance. Entry requires that applicants achieve an above average performance in their undergraduate career. Special consideration will be given to students who demonstrate progressive improvement in grades in second and third year units.

Applicants with appropriate professional experience and status in a relevant field and sufficient academic qualifications will also be considered.

Prior to admission to the course, applicants for the honours degree course will be interviewed by relevant academic staff members or the relevant head of discipline. The student, in collaboration with the proposed project supervisor, will develop a program proposal that must identify a thesis topic, and any necessary variation of course requirements. The appropriate school or centre must certify that facilities are available for the project to be undertaken.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Course Requirements:

Satisfactory completion of 24 credit points.

Professional Recognition:

Course advisers will have information for students on the requirements for corporate membership of a range of professional bodies.

Specialisations and Conveners:

Students may enrol in a general studies program, the theme of which depends on the availability of a project supervisor. Students may choose from one of the following specialisations:

Human and Biomedical Science:

Associate Professor Alan Roberts 3B46 (06) 201 2931

Analytical Chemistry

Clinical Biochemistry

Human Physiology

Immunology

Microbial Ecology

Resource, Environmental and Heritage Sciences:

Associate Professor Graham Taylor 3C45 (06) 201 2031

Applied Ecology

Applied Geography

Earth Science

Land Appraisal

Park Management

Remote Sensing and Geographic Information Systems

Soil Science and Conservation

Vegetation and Wildlife Management

Water Science

Conservation of Cultural Materials:

Professor Colin Pearson 7D7 (06) 201 2368

Cultural Heritage Management:

Dr Brian Egloff 7D17 (06) 201 2177

Nursing:

Ms Margaret Proctor 12D7 (06) 201 2521

Typical Fulltime Course Structure:

Bachelor of Applied Science (Honours)

YEAR 1

Semester 1

3177 Applied Science Honours Thesis G (year- long)

3426 Special Research Topics*

Semester 2

3177 Applied Science Honours Thesis G (cont'd)

*Other units may be undertaken. Students must consult with their course adviser.

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Associate Diploma in Applied Science (149)

- Course Conveners:
- Course Duration:
- Assumed Knowledge:

Courses at the Associate Diploma level are intended to train students in a specific field of knowledge with the development of skills in particular fields as the demand arises. Aboriginal, Torres Strait Island, and Pacific Island students may find that this program meets their needs. A course adviser will assist in the choice of units for the course.

Course Conveners:

General Studies: Associate Professor Terry Birtles 3D3 (06) 201 2326; Dr Diane Eager 3D36 (06) 201 2569

Course Duration:

2 years full-time or equivalent part-time

Assumed Knowledge:

ACT: Majors in Chemistry (T) and/or Biology (T), English (T) and Mathematics (T); NSW: 2u Chemistry and/or Biology, 2u English and 2u Mathematics.

The course requires passes in units totally at least 48 credit points including at least 21 credit points at level 3 or higher as follows:

(a) at least 18 credit points from a required core of Applied Science units

(b) at least 15 credit points including at least 9 credit points at level 3 or higher from Applied Science units; and

(c) such other credit points as may be necessary to make a total of at least 48 credit points, from elective units.

Units taken under paragraphs (b) and (c) must form a coherent program within any study program approved by the Dean of Faculty.

Further details can be obtained from the Course Convener or the Executive Officer on (06) 201 2038 or (06) 201 5199.

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Graduate Certificate in Environmental Education (266)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Course Convener:
- Typical Fulltime Course Structure:
  - Semester 1

For information on the aims and objectives of this course, refer to the description given for the Master of Environmental Education degree (Course No 268).

Course Duration:

1 semester full- time or equivalent part- time

Admission Requirements:

Applicants should possess:

(a) at least a three- year bachelor degree or the equivalent, including units with some environmental content; and

(b) appropriate experience in environmental communication either (preferably) of a formal kind (for example field/museum interpretation, school teaching) or of an informal kind (for example with community groups or teaching community courses); and

(c) a demonstrated intention to complete a Field Project Thesis of a substantive kind in environmental communication.

In seeking entry to the course, applicants should have thought about the nature of their possible social/environmental problem for action research.

Course Requirements:

Satisfactory completion of: 4 credit points of research units and 8 credit points of coursework units.

Course Advice:

Students requiring course advice should contact one of the course conveners.

Course Convener:

Dr John Harris 3C29 (06) 201 2672/2525

Typical Fulltime Course Structure:

Graduate Certificate in Environmental Education

Semester 1

3819 Systems Thinking in Environmental Contexts PG

3822 Communication and the Environment M

3824 Research Seminar in Environmental Education PG

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Graduate Diploma in Applied Psychology (248)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Specialisations:
- Professional Recognition:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2

The course will involve a brief research project, and advanced coursework.

Course Duration:

1 year of full- time study or equivalent part- time

Admission Requirements:

To be eligible for the course students must have completed a degree from an institution approved by the Australian Psychological Society, in which at least one third of the study was in the area of psychology, or have equivalent qualifications.

Course Requirements:

The course consists of units totalling 24 credit points, made up of 12 credit points from the specified units and 12 credit points from the electives chosen from specified lists of units.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of their studies. This will be very important in the selection of elective units.

Specialisations:

The course is offered in the following specialisations:

Health Psychology

Sport Psychology

Counselling Psychology

Human Factors (Engineering) Psychology

Organisational Psychology

Professional Recognition:

The course is a provisionally accredited fourth year course of the Australian Psychological Society, giving students eligibility for Associate Membership of the Society.

Course Convener:

Professor Marie Carroll 3B22 (06) 201 2653

Typical Fulltime Course Structure:

Graduate Diploma in Applied Psychology

YEAR 1

Semester 1

4072 Research Methodology and Data Analysis in Applied Psychology

4071 Research Project in Applied Psychology

Elective Specialisations*

Semester 2

4072 Research Methodology and Data Analysis in Applied Psychology

4071 Research Project in Applied Psychology

4075 Ethics and Professional Issues in Applied Psychology PG Elective Specialisation*

* Three electives to be chosen from the following, depending on the specialisation in which students are enrolled:

4086 Counselling Theory and Practice M

4073 Basic Processes in Learning and Performance PG

3419 Assessment and Interpretation M1: Psychometric

1756 Psychological Testing in Sport

4070 Psychological Measurement PG

3558 Applications of Counselling PG1

4074 Applications in Health Psychology PG

4083 Advanced Concepts in Sports Studies M

4066 Advanced Organisational Psychology G

3664 Organisational Psychology G

3116 Group Counselling PG

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Graduate Diploma of Applied Science (151)

- Course Requirements:
- Specialisations and Conveners:
  - Interdisciplinary Option (General Studies):
  - Cultural Heritage Management:
  - Nutritional Science:
  - Public Health Nutrition:
  - Resource Management:

The course is intended for bachelor degree graduates who wish to extend skills and knowledge in science and technology. Students may enrol in an interdisciplinary course or in a specialisation. Specialisations have been defined in Cultural Heritage Management, Nutritional Science, Public Health Nutrition and Resource Management.

Course Requirements:

The course consists of 24 credit points, of which at least 12 credit points must be at postgraduate level. The program includes:

(a) a required postgraduate unit entitled 1807 Research Planning PG (3 credit points)

(b) 9 credit points in Applied Science and/or Information Sciences and Engineering forming a coherent group of units in a field of applied science, and

(c) either a required unit entitled Research Project in Applied Science PG (undertaken at postgraduate level) or two postgraduate units in Applied Science valued at a minimum of 6 credit points. In the latter case, students should be able to identify previous experience equivalent to Research Project in Applied Science PG.

The remaining credit points should be obtained from units at level 5/6 or G or PG, as approved by the Higher Degrees Committee, taking into account an individual candidate's academic background and the advice of the student's Course Adviser.

The unit Research Project in Applied Science PG may be spread over two semesters or may be undertaken in its entirety in the last semester of study.

Specialisations and Conveners:

Interdisciplinary Option (General Studies):

Associate Professor Terry Birtles 3D3 (06) 201 2326

Cultural Heritage Management:

Dr Linda Young 7D12 (06) 201 2079

Nutritional Science:

Ms Karen Cashel 3D1 (06) 201 2745

Public Health Nutrition:

Ms Karen Cashel 3D1 (06) 201 2745

Resource Management:

Dr Nick Abel 3C27 (06) 201 2083

Mr Adrian Davey 3C28 (06) 201 2517

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Specialisation in Cultural Heritage ManagementGraduate Diploma of Applied Science (151)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Professional Recognition:
- Specialisation Convener:
- Course Structure:
  - Semester 1
  - Semester 2

The specialisation in Cultural Heritage Management equips graduates in any appropriate discipline (not necessarily science) with a professional qualification suitable for jobs in collections management, site management, heritage education and interpretation, and in organisations including museums, heritage agencies, national parks and private practice. Typical discipline background include history, prehistory, archaeology, art history, architecture, landscape architecture and geography, but graduates in such fields as law, management, journalism and marketing are also welcomed into the course.

Course Duration:

1 year full- time or equivalent part- time; the maximum period of study is 4 years.

Admission Requirements:

Applicants must have completed a recognised bachelor degree.

Course Requirements:

Satisfactory completion of 9 Cultural Heritage Management units (24 credit points).

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:

Course advisers will have information for students on the requirements for professional membership of the following bodies - Museums Australia, International Council on Museums (ICOM), International Council on Monuments and Sites (ICOMOS), Association for Preservation Technology.

Specialisation Convener:

Dr Linda Young 7D12 (06) 201 2079

Course Structure:

The Cultural Heritage Management program offers choice to satisfy the course requirements from the following:

Semester 1

1807 Research Planning PG

3643 Cultural Heritage Management G*

3670 Heritage Presentation and Interpretation PG*

3668 Museology G1

3690 Heritage Conservation Management

3666 Multiculturalism : Theory and Practice G

Semester 2

3568 Museology PG2

3038 Preventive Conservation PG

3571 Historical Cultural Landscapes G

3641 Architectural Heritage G

3642 Cross Cultural Heritage Management G

3640 Aboriginal Material Culture G

*These are required core units.

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Specialisation in Nutritional ScienceGraduate Diploma of Applied Science (151)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Specialisation Convener:
- Typical Full-time Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2

The specialisation in Nutritional Science focuses on current knowledge of the science of human nutrition and its relation to health. The physiological changes during the lifespan and associated nutritional needs to optimise health, and the epidemiological and dietary research basis for these are studied. This area of study is suitable to those seeking a professional level of education in nutrition, particularly new graduates or those seeking re-training, and those whose employment overlaps the nutritional area (teachers, food technologists and other food scientists, sport advisers, science communicators, health workers etc), and those who wish to avail themselves of contemporary ideas on human nutrition. It should be noted that this course is not designed to train dietitians.

Students are not required to have previous studies in human nutrition, but are expected to have a background in the biomedical sciences. Bridging units are available, and interested students should contact the specialisation convener.

Course Duration:

1 year full-time or equivalent part-time. The maximum period of study is 4 years.

Admission Requirements:

Applicants must have a recognised bachelor degree in science or a related field and human physiology and anatomy, and/or biochemistry studies completed at the second year level.

Course Requirements:

Satisfactory completion of at least 24 credit points, including the specified core content requirements.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during their studies.

Specialisation Convener:

Ms Karen Cashel 3D1 (02) 201 2745

Typical Full-time Course Structure:

Graduate Diploma of Applied Science--Nutritional Science

YEAR 1

Semester 1

4144 Nutritional Science*

4249 Nutritional Science and the Lifecycle PG

4250 Nutrition Research Design PG

Semester 2

4251 Nutrition and Health PG

3315 Food, Nutrition and Society*

3262 Research Project in

Applied Science (3) PG

elective(s)

* or elective if already completed. The unit 4307 Nutritional Science for Physical Activity PG will be available in 1995.

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Specialisation in Public Health NutritionGraduate Diploma of Applied Science (151)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Specialisation Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2

The specialisation in Public Health Nutrition focuses on the health promotion and disease prevention aspects of human nutrition. The development of public health approaches, and the epidemiological and dietary research basis for these are studied. This area of study is particularly suitable for those whose employment overlaps the nutritional area (health workers such as medical practitioners, dietitians, pharmacists, nurses, health educators and teachers etc), and those who wish to avail themselves of contemporary ideas on human nutrition. It should be noted that this course is not designed to train dietitians.

Students are not required to have previous studies in human nutrition, but are expected to have a background in the biomedical sciences. Bridging units are available, and interested students should contact the specialisation convener.

Course Duration:

1 year full- time or equivalent part- time. The maximum period of study is 4 years.

Admission Requirements:

Applicants must have a recognised bachelor degree in science or a related field, human physiology and anatomy, and/or biochemistry studies completed at the second year level, and a minimum of one year of work experience.

Course Requirements:

Satisfactory completion of at least 24 credit points, including the specified core content requirements.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Specialisation Convener:

Ms Karen Cashel 3D1 (06) 201 2745

Typical Fulltime Course Structure:

Graduate Diploma of Applied Science--Public Health Nutrition

YEAR 1

Semester 1

4144 Nutritional Science*

3031 Epidemiology and Health Statistics PG

1797 Social Geography*

1807 Research Planning PG

Semester 2

4251 Nutrition and Health PG

2987 Strategies for Nutritional Change PG

3262 Research Project in Applied Science (3) PG

Elective(s)

*or elective if already completed.

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Specialisation in Resource ManagementGraduate Diploma of Applied Science (151)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Professional Recognition:
- Specialisation Conveners:
- Course Structure:
  - Semester 1
  - Semester 2

The specialisation in Resource Management provides education and training in resource and environmental management and research. It is intended for those seeking employment in or already doing such work. It is concerned with land and water resources, vegetation and wildlife management, nature conservation and environmental policy. It is designed to improve students' research skills, their ability to analyse resource management issues, policies and decision-making procedures, and their ability to process information and present it.

Course Duration:

1 year full- time or equivalent part- time; the maximum period of study is 4 years.

Admission Requirements:

Applicants must have completed a recognised bachelor degree in science or a related field. Each applicant must also provide a brief study proposal stating the specialised interest they wish to pursue.

Course Requirements:

Satisfactory completion of 24 credit points, of which 12 credit points (4 units) are required core units.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:

Course advisers will have information for students on the requirements for corporate membership of a range of professional bodies.

Specialisation Conveners:

Dr Nick Abel 3C27 (06) 201 2083

Mr Adrian Davey 3C28 (06) 201 2517

Course Structure:

Twelve out of 24 credit points must be obtained from the following required core units, each of which is valued at 3 credit points.

Semester 1

0672 Environmental Planning PG

1807 Research Planning PG

Semester 2

2959 Biostatistics PG

0692 Resource Policy Analysis PG

The remaining 12 credit points are obtained from elective units approved by the Dean of the Faculty as forming a coherent study program. Up to 6 credit points may be included from approved final year (level 5/6) undergraduate units.

Students wishing to undertake individualised study modules, are advised to register in one of the following 2 units which are offered in both semesters.

3262 Research Project in Applied Science PG (3 credit points)

3241 Research Project in Applied Science PG (6 credit points)

Student programs may also include postgraduate units from elsewhere in the Faculty of Applied Science or other faculties.

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Graduate Diploma in Environmental Education (267)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2

For information on the aims and objectives of this course, refer to the description given for the Master of Environmental Education degree (Course No 268).

Course Duration:

2 semesters full- time or equivalent part- time

Admission Requirements:

Applicants should possess:

(a) at least a three year bachelor degree or the equivalent, including units with some environmental content; and

(b) appropriate experience in environmental communication either (preferably) of a formal kind (for example field/museum interpretation, school teaching) or of an informal kind (for example with community groups or teaching community courses), and

(c) a demonstrated intention to complete a field project thesis of a substantive kind in environmental communication.

In seeking entry to the course, applicants should have thought about the nature of their possible social/environmental problem for action research

Course Requirements:

Satisfactory completion of: 8 credit points of research units and 16 credit points of coursework units.

Course Advice:

Students seeking course advice should contact the course convener.

Course Convener:

Dr John Harris 3C29 (06) 201 2672/2525

Typical Fulltime Course Structure:

Graduate Diploma in Environmental Education

YEAR 1

Semester 1

3819 Systems Thinking in Environmental Contexts PG

3822 Communication and the Environment M

3824 Research Seminar in Environmental Education PG

Semester 2

3823 Social and Cultural Perspectives of the Environment

3825 Env Education Study (Applied Science) PG

Approved elective unit

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Graduate Diploma in Nursing (181)

- Course Duration:
- Admission Requirements:
- Course requirements:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2

The aim of this course is to provide registered nurses with advanced knowledge in a specific clinical area.

Course Duration:

1 year full- time or equivalent part- time

Admission Requirements:

Applicants must be eligible for registration as a nurse in the ACT and hold a Bachelor of Nursing degree or its equivalent. A minimum of one year's clinical experience since initial registration, is required.

Course requirements:

Satisfactory completion of 6 required units totalling 24 credit points.

Course Convener:

Ms Margaret Proctor 12D7 (06) 201 2521

Typical Fulltime Course Structure:

Graduate Diploma in Nursing

YEAR 1

Semester 1

3647 Nursing Trends and Issues PG1

3648 Nursing Specialty Practice PG1

3646 Theoretical Foundations of Nursing PG

Semester 2

3649 Nursing Research PG

3650 Nursing Trends and Issues PG2

3651 Nursing Specialty Practice PG2

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Degree of Master of Applied Science (156)/(305)

- Specialisations and Conveners:
  - Interdisciplinary Option (General Studies):
  - Conservation of Cultural Materials:
  - Cultural Heritage Management:
  - Resource Management:

This course is for graduates wishing to extend a field of study through coursework, research or both. Normally an applicant for a specialisation involving a thesis will need to identify a supervisor, develop a research proposal in consultation with the supervisor, and present it with the application.

Under the Master of Applied Science course, topics may be in a range of fields in applied science, including interdisciplinary studies. Specialisations are also defined in Conservation of Cultural Materials, Cultural Heritage Management, and Resource Management.

Specialisations and Conveners:

Interdisciplinary Option (General Studies):

Associate Professor Terry Birtles 3D3 (06) 201 2326

Conservation of Cultural Materials:

Professor Colin Pearson 7D7 (06) 201 2368

Cultural Heritage Management:

Dr Amar Galla 7C3 (06) 201 2199

Resource Management:

Dr Nick Abel 3C27 (06) 201 2083

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Interdisciplinary Option (General Studies) Master of Applied Science (156)/(305)

- Course Duration:
- Admission Requirements:
- Course Requirements/Structure:
  - Masters by Research
    - A by thesis alone
    - B by coursework and thesis
    - Masters by Coursework
- Course Advice:
- Specialisation Convener:

Students who wish to undertake further study in course topics other than in the specialisations of conservation of cultural materials, cultural heritage management or resource management, will be enrolled in the general science specialisation. Admission requirements will be as indicated at the commencement of the section on the Master of Applied Science course.

Course Duration:

Minimum of 2 years full- time or equivalent part- time. Maximum of 3 years full-time or 5 years part-time.

Admission Requirements:

Applicants should have completed an undergraduate degree in science or applied science with above average performance. Alternative entry is available to applicants who can demonstrate specialist expertise in science.

Course Requirements/Structure:

Students must obtain a total of 48 credit points of which 36 must be at postgraduate level, from A or B as follows:

Masters by Research

A by thesis alone

2619 Applied Science Masters Thesis Type 1M

or

2000 Applied Science Masters Thesis Type 1M (full)

both 48 credit points

B by coursework and thesis

either

(i) 2620 Applied Science Masters Thesis Type 2M

or

2001 Applied Science Masters Thesis Type 2M (full)

both 36 credit points

and

such other units valued at a minimum of 12 credit points which the Faculty Higher Degree Committee approves as forming a coherent study program.

or

Masters by Coursework

(ii) 2461 Applied Science Masters Thesis Type 3M

or

2399 Applied Science Masters Thesis Type 3M (full)

both 24 credit points

and

such other units valued at a minimum of 24 credit points approved by the Faculty Higher Degree Committee, with at least 12 credit points at postgraduate level.

Course Advice:

Students must consult with their supervisors for course advice at the commencement of, and during, their studies.

Specialisation Convener:

Associate Professor Terry Birtles, 3D3 (06) 201 2326.

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Specialisation in Conservation of Cultural MaterialsMaster of Applied Science (156)/(305)

- Objects:
- Paintings:
- Paper:
  - Masters by Research
    - A by thesis alone
    - B by coursework and thesis
  - Masters by Coursework
- Quota Restrictions:
- Course Advice:
- Professional Recognition:
- Specialisation Convener:

This specialisation within the Degree of Master of Applied Science gives a student the opportunity to do advanced study in cultural materials conservation. The student does postgraduate study in one of the following conservation areas:

Objects:

inorganic and organic materials used in the construction of artefacts found in art, archaeology, ethnography, science, history, technology and natural history collections.

Paintings:

paintings made of traditional and modern materials, including works using a variety of mediums and supports, in various formats.

Paper:

materials of libraries and archives, and art on paper in galleries and museums and in private collections.

Students graduate from the course by passing an examination of their dissertation.

Course Duration:

Minimum of 2 years full- time, or the equivalent part- time. Maximum of 3 years full- time or 5 years part- time.

Admission Requirements:

Applicants should have completed an undergraduate degree in science or applied science with above average performance. Alternative entry is available to applicants who can demonstrate specialist expertise in science.

There are further requirements for admission into the specialisation in Conservation of Cultural Materials within the Master of Applied Science course. Applicants need either -

(a) a suitable undergraduate degree (for example, in archaeology, anthropology, science or fine arts), studies in tertiary chemistry (including organic chemistry) and five years professional experience in cultural materials conservation, or

(b) a Pass degree in conservation, or equivalent, plus one year of professional practice in cultural materials conservation, or

(c) a Bachelor of Applied Science (Honours) specialisation in Conservation of Cultural Materials, or equivalent.

The course staff will interview applicants before making an offer of place.

Course Requirements:

Students must obtain a total of 48 credit points of which 36 must be at postgraduate level, from A or B as follows:

Masters by Research

A by thesis alone

2619 Applied Science Masters Thesis Type 1M

or

2000 Applied Science Masters Thesis Type 1M (full)

both 48 credit points

B by coursework and thesis

either

(i) 2620 Applied Science Masters Thesis Type 2M

or

2001 Applied Science Masters Thesis Type 2M (full)

both 36 credit points

and

such other units valued at a minimum of 12 credit points which the Faculty Higher Degree Committee approves as forming a coherent study program.

or

Masters by Coursework

(ii) 2461 Applied Science Masters Thesis Type 3M

or

2399 Applied Science Masters Thesis Type 3M (full)

both 24 credit points

and

such other units valued at a minimum of 24 credit points approved by the Faculty Higher Degree Committee, with at least 12 credit points at postgraduate level.

Research topics may include:

(a) materials testing and evaluation,

(b) investigation of new conservation methods, or adaptation of existing methods to specific applications,

(c) applied research into artefact deterioration.

Quota Restrictions:

Each major area of study in this specialisation has a quota of students. Before choosing their major area of study and their research topic, students must consult with the Specialisation Convener and the lecturer in charge of the major.

Course Advice:

Students must consult with their supervisors for course advice at the commencement of, and during, their studies.

Professional Recognition:

Course advisers will have information for students on the requirements for corporate membership of the Australian Institute for Conservation of Cultural Materials.

Specialisation Convener:

Professor Colin Pearson 7D7 (06) 201 2368

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HANDBOOK 1995

Specialisation in Cultural Heritage ManagementMaster of Applied Science (156)/(305)

- Course Requirements/Structure:
  - Masters by Research
    - A by thesis alone
    - B by coursework and thesis
  - Masters by Coursework
- Course Advice:
- Professional Recognition:
- Specialisation Convener:

The course at this level is designed to meet the needs of graduates who wish to further develop their expertise in aspects of cultural heritage management. Applicants with a postgraduate Diploma in a heritage related field may apply to seek status as part of the masters program. An appropriate topic must be proposed: the research interests of staff presently cover such fields as prehistory, historical archaeology, Aboriginal studies, heritage management, European material culture, museology and multiculturalism.

Course Duration:

Minimum of 2 years full-time or the equivalent part-time. Maximum of 3 years full-time or 5 years part-time.

Admission Requirements:

Applicants should have completed an undergraduate degree in science or applied science. Applicants without significant professional experience in the heritage field are advised to enrol first in the postgraduate diploma program.

Applicants should have--

(a) the Graduate Diploma in Applied Science (Cultural Heritage Management specialisation); or

(b) a degree or approved equivalent in an appropriate field, plus sufficient professional experience in an appropriate field.

Course Requirements/Structure:

Students must obtain a total of 48 credit points of which 36 must be at postgraduate level, from A or B as follows:

Masters by Research

A by thesis alone

2619 Applied Science Masters Thesis Type 1M

or

2000 Applied Science Masters Thesis Type 1M (full)

both 48 credit points

B by coursework and thesis

either

(i) 2620 Applied Science Masters Thesis Type 2M

or

2001 Applied Science Masters Thesis Type 2M (full)

both 36 credit points

and

such other units valued at a minimum of 12 credit points which the Faculty Higher Degree Committee approves as forming a coherent study program.

or

Masters by Coursework

(ii) 2461 Applied Science Masters Thesis Type 3M

or

2399 Applied Science Masters Thesis Type 3M (full)

both 24 credit points

and

such other units valued at a minimum of 24 credit points approved by the Faculty Higher Degree Committee, with at least 12 credit points at postgraduate level.

Course Advice:

Students must consult with their supervisors for course advice at the commencement of, and during, their studies.

Professional Recognition:

There is no automatic admission to a professional body, but professional bodies relevant are: Museums Australia; International Council on Monoments and Sites (ICOMOS); Association for Preservation Technology; International Council on Museums (ICOM).

Specialisation Convener:

Dr Amar Galla 7C3 (06) 201 2199

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Specialisation in Resource ManagementMaster of Applied Science (156)/(305)

- Course Duration:
- Admission Requirements:
- Course Requirements/Structure:
  - Masters by Research
    - A by thesis alone
    - B by coursework and thesis
    - Masters by Coursework
- Course Advice:
- Specialisation Convener:

This course is designed to meet the needs of graduates who wish to further develop expertise in aspects of resource management. It is a two- year program, and a major part of the work will be by thesis. The first year may be spent on coursework described under the Graduate Diploma.

Course Duration:

Minimum of 2 years full- time or equivalent part- time. Maximum of 3 years full-time or 5 years part-time.

Admission Requirements:

Applicants should have completed an undergraduate degree in science or applied science with above average performance. Alternative entry is available to applicants who can demonstrate specialist expertise in science.

Applicants should have--

(a) the Graduate Diploma in Applied Science; or

(b) an honours degree in science or a relevant professional field; or

(c) a degree or approved equivalent award in an appropriate field, plus sufficient academic or professional experience or status in an appropriate field.

Course Requirements/Structure:

Students must obtain a total of 48 credit points of which 36 must be at postgraduate level, from A or B as follows:

Masters by Research

A by thesis alone

2619 Applied Science Masters Thesis Type 1M

or

2000 Applied Science Masters Thesis Type 1M (full)

both 48 credit points

B by coursework and thesis

either

(i) 2620 Applied Science Masters Thesis Type 2M

or

2001 Applied Science Masters Thesis Type 2M (full)

both 36 credit points

and

such other units valued at a minimum of 12 credit points which the Faculty Higher Degree Committee approves as forming a coherent study program.

or

Masters by Coursework

(ii) 2461 Applied Science Masters Thesis Type 3M

or

2399 Applied Science Masters Thesis Type 3M (full)

both 24 credit points

and

such other units valued at a minimum of 24 credit points approved by the Faculty Higher Degree Committee, with at least 12 credit points at postgraduate level.

Course Advice:

Students must consult with their supervisors for course advice at the commencement of, and during, their studies.

Specialisation Convener:

Dr Nick Abel 3C27 (06) 201 2083

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Degree of Master of Applied Science in Sports Studies (191)

See: Degree of Master of Arts in Sports Studies (144)

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Degree of Master of Arts in Sports Studies (144)

- Course Duration:
- Admission Requirements:
- Course Requirements/Structure:
  - (i) Sports Science
  - (ii) Sports Administration
  - (iii) Sports Humanities/Media
- Professional Recognition:
- Course Convener:

The masters degrees by research in Sports Studies are designed to provide advanced training in sports science, sports humanities, or sports administration. Specialisation is possible in the sports science area in sports physiology, biomechanics, sports psychology or motor learning.

Course Duration:

Minimum of 2 years full-time or the equivalent part-time. Maximum of 3 years full-time or 5 years part-time.

Admission Requirements:

Applicants should possess an approved undergraduate degree. Depending on the desired area of study in the masters programs, appropriate bridging studies may be required.

Course Requirements/Structure:

The program consists of coursework followed by a major thesis to total at least 48 credit points, as set out below--

A at least 12 credit point from 3 of the following 4 units as required in the following courses

(i) Sports Science

Exercise Physiology, Biomechanics, or Motor Learning

4083 Advanced Concepts in Sports Studies M

1592 Laboratory Methods in Sports Science

4082 Statistical Principles and Research Design for Sports Studies

or

Elective

(ii) Sports Administration

4083 Advanced Concepts in Sports Studies M

4084 Administration of Sport M

4082 Statistical Principles and Research Design for Sport Studies

or

Elective

(iii) Sports Humanities/Media

4083 Advanced Concepts in Sports Studies M

4085 Research Resources in Sports Studies

1593 Special Studies in Sports Historiography M

or

Elective

B A total of 36 credit points from the following unit(s)

tba Sports Studies Thesis M (36cp) (full)

or

tba Sports studies Thesis M (36cp) (part)

Course Advice:

Students must consult with their supervisors for course advice at the commencement of, and during, their studies.

Professional Recognition:

Graduates would also be eligible for membership of professional organisations relevant to sport, including the Australian Council of Health, Physical Education and Recreation (ACHPER), the Australian Sports Medicine Federation (ASMF) and the Australian Society for Sports Administrators (ASSA).

Course Convener:

Dr John Gross 3B41 (06) 201 2637

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Degree of Master of Environmental Education (268)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2

This masters degree program consists of units which students may embark upon to give successively the prior awards of Graduate Certificate and Graduate Diploma in Environmental Education. The courses are offered jointly by the Faculties of Applied Science and Education. Both faculties agreed that for 1995 they should be administered by the Faculty of Applied Science.

The primary goal of all three of the Environmental Education courses is to develop in students a critical and enquiring mind in order to understand and communicate the nature of environmental problems, and to develop the skills and perspectives necessary for effective participation/leadership in community- based programs leading to social change.

These courses will enable students to integrate effectively the knowledge of education with the knowledge of environmental systems in order to communicate and help alleviate the problems that human beings create in these systems. The courses will draw together knowledge and skills from many different knowledge bases including cultural, economic, ethical, health and philosophy as well as from more predictable sources in education, history and the sciences.

As a result of pursuing these courses it is expected that students will be better able to communicate the nature of environmental problems and to develop the skills and groups to achieve positive social/environmental change.

The research and coursework units are transdisciplinary in nature and are taught across campus with contributions from all faculties.

The units are cooperatively planned and taught. Students are equally expected to learn in small groups and cooperate in both their research and coursework units, but especially in their field research projects.

The arena in which the knowledge is cast, problems posed and tentative solutions proposed will be the community. This is a distinctive feature of these courses.

The potential role of community groups in affecting positive change is given a central part in these courses. Students will work in the community participating and assisting people to make direct and practical responses to environmental issues of mutual concern.

Course Duration:

2 years full- time or equivalent part- time

Admission Requirements:

Applicants should possess:

(a) at least a three year bachelor degree or the equivalent, including units with some environmental content; and

(b) appropriate experience in environmental communication either (preferably) of a formal kind (for example field/museum interpretation, school teaching) or of an informal kind (for example with community groups or teaching community courses); and

(c) a demonstrated intention to complete a field project thesis of a substantive kind in environmental communication.

In seeking entry to the course, applicants should have thought about the nature of their possible social/environmental problem for action research.

Course Requirements:

Satisfactory completion of 28 credit points of research units including a thesis and 20 credit points of coursework units.

Course Convener: Dr John Harris 3C29 (06) 201 2672/2525

Typical Fulltime Course Structure:

Master of Environmental Education

YEAR 1

Semester 1

3819 Systems Thinking in Environmental Contexts PG

3824 Research Seminar in Environmental Education PG

3822 Communication and the Environment M

Semester 2

3823 Social and Cultural Perspectives of the Environment PG

3825 Env Education Study (Applied Science) PG

Approved elective unit

YEAR 2

Semester 1

3826 Env Education Thesis (Applied Science) M (year- long)(commenced)

3262 Research Project in Applied Science PG

Semester 2

3826 Env Education Thesis (Applied Science) M (continued)

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Degree of Master of Nursing (221)/(tba)

- By coursework
- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Convener:
- Typical Fulltime Course Structure
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
- By research
- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Convener:
- Typical Full-time Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2

By coursework

The aim of this coursework program is to provide registered nurses with advanced knowledge of nursing and leadership skills to function in specialty areas of nursing practice.

Course Duration:

2 years full- time or the equivalent part- time study at postgraduate level and includes a subsumed postgraduate diploma.

Admission Requirements:

Applicants must be eligible for registration as a nurse in the ACT and hold a Bachelor of Nursing degree or its equivalent. A minimum of one year's clinical experience since initial registration is also required.

Course Requirements:

Satisfactory completion of 48 credit points

Course Convener:

Ms Margaret Proctor 12D7 (06) 201 2521

Typical Fulltime Course Structure

Master of Nursing

YEAR 1

Semester 1

3647 Nursing Trends and Issues PG1

3648 Nursing Specialty Practice PG1

3646 Theoretical Foundations of Nursing PG

Semester 2

3649 Nursing Research PG

3650 Nursing Trends and Issues PG2

3651 Nursing Specialty Practice PG2

YEAR 2

Semester 1

3654 Nursing Role Theory M3

3653 Nursing Specialty Practice M4

3652 Theoretical Applications M4

Semester 2

3287 Nursing Project M

By research

The aim of the Master of Nursing course by research is to provide graduates with advanced knowledge and skills in all facets of the research process in order for them to contribute effectively to nursing and health care policy.

Course Duration:

2 years full-time or the equivalent part-time study.

Admission Requirements:

Applicants must be eligible for registration as a nurse in the ACT and hold a Bachelor of Nursing degree or its equivalent. A minimum of one year's clinical experience since initial registration is also required.

Course Requirements:

Satisfactory completion of 48 credit points.

(a) 8 credit points from the following required units

3646 Theoretical Foundations in Nursing PG

3649 Nursing Research PG

plus

(b) tba Master of Nursing Thesis (40cp) (part-time)

or

tba Master of Nursing Thesis (40cp) (full-time)

The course of study will be a minimum of two years full time or equivalent part-time with maximum of three years full-time or 5 years part-time.

Course Convener:

Ms Margaret Proctor 12D7 (06) 201 2521

Typical Full-time Course Structure:

Degree of Master of Nursing

YEAR 1

Semester 1

3646 Theoretical Foundations of Nursing PG

tba Master of Nursing Thesis (40cp) (full-time)

or tba Master of Nursing Thesis (40cp) (part-time)

Semester 2

3649 Nursing Research PG

tba Master of Nursing Thesis (40cp) (full-time)

or tba Master of Nursing Thesis (40cp)

(part-time)

YEAR 2

Semester 1

tba Master of Nursing Thesis (40cp) (full-time)

or tba Master of Nursing Thesis (40cp) (part-time)

Semester 2

tba Master of Nursing Thesis (40cp)(full-time)

or tba Master of Nursing Thesis (40cp) (part-time)

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Degree of Master of Sports Medicine (280)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Required Units:
- Course Advice:
- Course Director:
- Course Convener:

This course satisfies a demand for those who seek a recognised qualification in sports medicine. It consists of course and clinical work which provide advanced training in aspects of clinical medicine and sports injury management as well as the preparation of a written dissertation on a relevant topic in sports medicine. It is full- fee paying and available only on a full- time basis.

The course, which is administered by this Faculty, is conducted by the Department of Sports Medicine and the Centre for Sports Science and Sports Medicine and is delivered at the Australian Institute of Sport in Canberra.

Course Duration:

One year full- time

Admission Requirements:

The course is available for medical graduates with at least three years' postgraduate clinical experience.

Course Requirements:

48 credit points from 7 required units at postgraduate level.

Required Units:

4169 Clinical Sports Injury Management PG1 (Sports Medicine)

4174 Research Methods PG1 (Sports Medicine)

4172 Scientific Basis of Clinical Sports Medicine PG

4170 Internal Medicine in Sport and Exercise PG (Sports Medicine)

4171 Clinical Sports Injury Management PG2 (Sports Medicine)

4175 Research Methods PG2 (Sports Medicine)

4173 Special Considerations in Sports Medicine PG

Course Advice:

Students must consult with their supervisors for course advice at the commencement of, and during, their studies.

Course Director:

Professor Peter Fricker (06) 252 1253 or fax (06) 252 1603

Course Convener:

Dr Kieran Fallon (06) 252 1253 or fax (06) 252 1603

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Degree of Doctor of Philosophy (232)

- Course Duration:
- Admission Requirements:
- Course Requirements/Structure:
- Course Convener:

The program is designed to provide an opportunity for high calibre graduates to undertake scholarly postgraduate research in a field of study taken from one of the following areas of expertise within the Faculty: cultural heritage sciences, human and biomedical science, resource and environmental science, dependent on the availability or a supervisor.

Successful completion of the program requires candidates to--

· conceive, design and carry to completion a piece of original research which, in the opinion of three independent assessors of recognised standing, adds substantially to existing knowledge and understanding of the field of study;

· demonstrate a thorough knowledge of the scientific literature in their field of study and be aware of current or potential areas of contention likely to form the focus of future research in their field;

· develop the skills necessary for communicating the results of their work effectively to other professionals in their field of study;

· demonstrate a high degree of scholarship.

Course Duration:

Minimum of 3 years full-time or the equivalent part-time. Maximum of 5 years full-time or 8 years part-time.

Admission Requirements:

Applicants shall have a degree of bachelor with first or upper second class honours awarded by an Australian university or other recognised higher education institution, and provide evidence of research training and aptitude for research.

Course Requirements/Structure:

Satisfactory completion of 72 credit points as follows--

4091 Doctoral Thesis in Applied Science D (full- time) or

4090 Doctoral Thesis in Applied Science D (part- time)

Course Convener:

Dr Judith Anson 3D39 (06) 201 2314.

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General Information

- Faculty Staff
  - Dean:
  - Head of School of Communication, Media and Tourism, and Deputy Dean:
  - Head of School of Information, Language and Culture, and Deputy Dean:
  - Executive Assistant:
- General Enquiries:
- Yearlong Units
- Field Classes

Faculty Staff

Dean:

Professor Brian Stoddart

Head of School of Communication, Media and Tourism, and Deputy Dean:

Associate Professor John Penhallurick

Head of School of Information, Language and Culture, and Deputy Dean:

Associate Professor Belle Alderman

Executive Assistant:

Mr Derek Gould

General Enquiries:

1C143 (06) 201 2901

The Faculty of Communication offers undergraduate, graduate and postgraduate courses administered by the School of Communication, Media and Tourism, and the School of Information, Language and Culture, as listed on the previous page. Students should refer to the section of this Handbook entitled Information for Students, in particular those paragraphs covering definition of University terms, admission, enrolment and academic progress. Prospective and newly- enrolled students should also note the knowledge assumed for each course.

Yearlong Units

In 1995 the Faculty will continue to offer year-long units. These year-long units will continue to have alternative semester-long units which will be available with the permission of the Dean to students who require semester-long units to complete their course requirements. Students should consult the Executive Assistant in relation to semester-long units replaced by year-long units. In 1996 the Faculty will largely return to semester-long units.

Field Classes

Field study or placements may comprise a part or whole of some of the units students are required or elect to take during their course of study. Students will be expected to meet their own transport costs involved in such field classes or placements.

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Degree of Bachelor of Arts in Communication (105)

- Program Director and General Studies Conveners:
- Specialisations and Conveners:
  - Advertising and Marketing
  - Journalism
  - Media
  - Organisational Communication
  - Professional Writing
  - Public Relations

The courses in Communication offered by the Faculty are interdisciplinary and designed to prepare students for public and private sector employment in areas which require a thorough understanding of the nature and operation of communication processes in modern society.

The Bachelor of Arts in Communication provides a strong grounding in communication research methods and applications and contains industry experience opportunities. Students may undertake the degree with a General Studies option or with one of the specialisations listed below.

Program Director and General Studies Conveners:

Mr Rob Schaap 1C125 (06) 201 2194 (Semester 1)

Dr Mark Balnaves 1C154 (06) 201 2331 (Semester 2)

Specialisations and Conveners:

Advertising and Marketing

Ms Mary- Kate Hannay 1C129 (06) 201 2684

Journalism

Ms Wendy Bilboe 9C3 (06) 201 2597

Media

Mr Greg Battye 9C6 (06) 201 2928

Organisational Communication

Dr Glen Lewis 9C12 (06) 201 2967

Professional Writing

Mr Ron Miller 9C2 (06) 201 2651

Public Relations

Mrs Raveena Singh 1C123 (06) 201 2274

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General Studies Option Bachelor of Arts in Communication

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Elective Major:
- Other Electives:
- Supervised Communication Internship Program:
- Course Advice:
- Program Director:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

The Bachelor of Arts in Communication (General) is intended for students who wish to take an elective major other than the six professional specialisations described in the other sections. The elective major may be any sequence of units constituting an approved major in the University. Employment possibilities depend largely on the choice of elective major.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Course Requirements:

Satisfactory completion of 70 credit points (from a minimum of twenty semester units or equivalent year- long units), of which not more than 30 credit points (or the equivalent of 10 semester- long units) may be at semester levels 1/2, as follows - -

(a) 22 credit points from required Communication core units:

(i) 2 required Foundation units, plus

(ii) 2 year- long Communication units or pairs of units;

(b) not less than 18 or more than 24 credit points from an approved sequence of units forming an Elective Major;

(c) six credit points from two required Communication Skills units;

(d) sufficient further Elective units to yield a degree total of at least 70 credit points, from at least the equivalent of 20 semester- long units.

Elective Major:

The elective major must be an accredited sequence equivalent to at least 6 semester- long units in one area of supporting studies chosen by a student. Majors available in the Faculty of Communication are history, literary studies, Chinese, Japanese, Spanish, office management, library and information studies. Majors in accounting, administration, psychology and many more offered by other faculties may also be chosen (subject to the approval of the faculty concerned).

Other Electives:

Further electives may be chosen from any elective units compatible with the student's vocational objectives and educational interests. When choosing electives, students must ensure that they do not exceed a maximum of 30 credit points at semester levels 1/2. Because of prerequisite constraints, this may require a sequence of three or four semester- length units in one area of study. Details of single electives and elective majors are to be found in the Electives section of this Handbook.

Supervised Communication Internship Program:

A professional experience unit, 0631 Communication Internship, is available under the Supervised Communication Internship Program (SCIP) as an elective unit to those students in the Communication undergraduate program who meet the eligibility requirements. Details concerning these are available from the Program Director.

Course Advice:

Students seeking course advice should contact the Program Director, Dr Mark Balnaves.

Program Director:

Mr Ron Schaap 1C125 (06) 201 2194 (Semester 1)

Dr Mark Balnaves 1C154 (06) 201 2331 (Semester 2)

Typical Fulltime Course Structure:

Bachelor of Arts in Communication

(The major in Literary Studies is used to represent ANY elective major)

YEAR 1

Semester 1

4014 Introduction to Communication

2312 Communication Research Methods

Elective Major (eg 4196 Literary Studies 1/2)

Elective

Semester 2

4013 Communication Traditions

1228 Language, Culture and Society

Elective Major (eg 4196 Literary Studies 1/2 cont'd)

Elective

YEAR 2

Semester 1

Year- long Communication unit#

Elective Major (eg 4197 Literary Studies 3/4)

Elective

Semester 2

Year- long Communication unit# (cont'd)

Elective Major (eg 4197 Literary Studies 3/4 cont'd)

Elective

YEAR 3

Semester 1

Year- long Communication unit#

Elective Major (eg 4198 Literary Studies 5/6)

Elective

Semester 2

Year- long Communication unit# (cont'd)

Elective Major (eg 4198 Literary Studies 5/6 cont'd)

Elective

*or any other appropriate Communication Skills unit approved by the Dean of Faculty.

Sixteen credit points are required from 2 of the following year- long units or semester- long units - -

3733 Communication, Culture and Technology

3737 Mass Communication

3739 Organisational Communication

3743 Political Communication (semester-long)

3747 Screen Studies and Communication

Special Studies Pair

1135 Special Studies in Communication A

2427 Special Studies in Communication B

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Advertising/Marketing Specialisation Bachelor of Arts in Communication

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Program Director:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

The Advertising/Marketing specialisation aims to provide students with a thorough understanding of the nature and functions of communication in society, combined with the practical and professional skills and attitudes required for successful and responsible marketing and advertising activities.

Graduates could find employment with any of the three participants in the advertising industry: advertising agencies (in either the creative or the account management side); the media; or advertisers, that is any organisation, public or private, that needs staff with knowledge in advertising and marketing to handle their campaigns. Employment possibilities in market research may also be possible.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Course Requirements:

Satisfactory completion of 70 credit points (from a minimum of twenty semester units or equivalent year- long units), of which not more than 30 credit points (or the equivalent of 10 semester- long units) may be at semester levels 1/2, as follows - -

(a) 22 credit points from required Communication core units:

(i) 2 required Foundation units, plus

(ii) 2 year- long Communication units or pairs of units;

(b) not less than 18 or more than 24 credit points from an approved sequence of units forming an Advertising/Marketing Major;

(c) six credit points from two required Communication Skills units;

(d) sufficient further Elective units to yield a degree total of at least 70 credit points, from at least the equivalent of 20 semester- long units.

Electives:

These may be chosen from any units compatible with the student's vocational objectives and educational interests. When choosing electives, students must ensure that they do not exceed a maximum of 30 credit points at semester levels 1/2. Because of prerequisite constraints, this may require a sequence of three or four semester- length units in one area of study. Details of single electives and elective majors are to be found in the ELECTIVES section of this Handbook.

Course Advice:

Students seeking course advice should contact the Program Director.

Program Director:

Ms Mary- Kate Hannay 1C129 (06) 201 2684

Typical Fulltime Course Structure:

Bachelor of Arts in Communication - Advertising/Marketing

YEAR 1

Semester 1

4014 Introduction to Communication

2460 Introduction to Advertising

2312 Communication Research Methods*

3519 Economics 1A (year- long) or 0034 Macroeconomics 1

Semester 2

4013 Communications Traditions

1228 Language, Culture and Society

Elective (eg 4278 Communication Theory for Campaigns)

3519 Economics 1A (cont'd) or 0020 Microeconomics 1 (if 0034 Macroeconomics 1 taken in Semester 1)

YEAR 2

Semester 1

Year- long Communication unit#

0498 Marketing

3731 Advertising Strategy and Operations (year- long)

Semester 2

Year- long Communication unit# (cont'd)

3731 Advertising Strategy and Operations (cont'd)

1989 Marketing Management

YEAR 3

Semester 1

Year- long Communication unit#

2429 International Marketing

Elective**

Semester 2

Year- long Communication unit# (cont'd)

Elective

Elective**

* or any other appropriate Communication Skills unit approved by the Dean of Faculty.

Sixteen credit points are required from the following year- long units or semester- long units - -

3733 Communication, Culture and Technology

3737 Mass Communication

3739 Organisational Communication

3743 Political Communication (semester-long)

3747 Screen Studies and Communication

Special Studies Pair

1135 Special Studies in Communication A

2427 Special Studies in Communication B

** From 1995, elective units 4244 Copywriting, 4243 International Advertising and 4240 Communication Campaigns will be available.

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Journalism Specialisation Bachelor of Arts in Communication

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Professional Recognition:
- Discipline Convener:
- Typical Fulltime Course Structure:
  - Electronic Journalism emphasis
    - YEAR 1
      - Semester 1
      - Semester 2
    - YEAR 2
      - Semester 1
      - Semester 2
    - YEAR 3
      - Semester 1
      - Semester 2
  - Print Journalism emphasis
    - YEAR 1
      - Semester 1
      - Semester 2
    - YEAR 2
      - Semester 1
      - Semester 2
    - YEAR 3
      - Semester 1
      - Semester 2

The specialisation in Journalism combines communication studies with thorough instruction in journalistic skills, judgement and responsibilities. Students may choose to concentrate on either print or broadcast journalism.

Graduates could find employment with metropolitan or provincial newspapers, radio or television, or general or specialist magazines. Other employment opportunities exist with club, association, institutional or sports newspapers and magazines. Large organisations, public or private, employ graduates with their degree in information and press office positions or as media liaison officers.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Course Requirements:

Satisfactory completion of 70 credit points (from a minimum of twenty semester units or equivalent year- long units), of which not more than 30 credit points (or the equivalent of 10 semester- long units) may be at semester levels 1/2, as follows - -

(a) 22 credit points from required Communication core units:

(i) 2 required Foundation units, plus

(ii) 2 year- long Communication units or pairs of units;

(b) not fewer than 18 or more than 24 credit points from an approved sequence of units forming a Journalism Major;

(c) six credit points from two required Communication Skills unit;

(d) sufficient further Elective units to yield a degree total of at least 70 credit points, from at least the equivalent of 20 semester- long units.

Electives:

These may be chosen from any units compatible with the student's vocational objectives and educational interests. When choosing electives, students must ensure that they do not exceed a maximum of 30 credit points at semester levels 1/2. Because of prerequisite constraints, this may require a sequence of three or four semester- length units in one area of study. Details of single electives and elective majors are to be found in the ELECTIVES section of this Handbook.

Course Advice:

Students seeking course advice should contact the Program Director.

Professional Recognition:

The specialisation in Journalism is accredited with the Media Entertainment and Arts Alliance. Satisfying the requirements of the course qualifies graduates for membership of the Alliance.

Discipline Convener:

Ms Wendy Bilboe 9C3 (06) 201 5297

Typical Fulltime Course Structure:

Bachelor of Arts in Communication - Journalism

Electronic Journalism emphasis

YEAR 1

Semester 1

4014 Introduction to Communication

3736 Introduction to News (year- long)

2312 Communication Research Methods*

Elective

Semester 2

4013 Communication Traditions

3736 Introduction to News (cont'd)

0952 Law of Communications*

Elective

YEAR 2

Semester 1

Year- long Communication unit#

3732 Broadcast Reporting (year- long)

Elective

Semester 2

Year- long Communication unit# (cont'd)

3732 Broadcast Reporting (cont'd)

Elective

YEAR 3

Semester 1

Year- long Communication unit#

3749 Television Journalism (year- long)

Elective

Semester 2

Year- long Communication unit# (cont'd)

3749 Television Journalism (cont'd)

Elective

Print Journalism emphasis

YEAR 1

Semester 1

4014 Introduction to Communication

3736 Introduction to News (year- long)

2312 Communication Research Methods

Elective

Semester 2

4013 Communication Traditions

3736 Introduction to News (cont'd)

0952 Law of Communications*

Elective

YEAR 2

Semester 1

Year- long Communication unit#

3740 Print Reporting (year- long)

Elective

Semester 2

Year- long Communication unit# (cont'd)

3740 Print Reporting (cont'd)

Elective

YEAR 3

Semester 1

Year- long Communication unit#

4030 Sub- Editing

Elective

Semester 2

Year- long Communication unit# (cont'd)

4024 Publication Design

Elective

* Or any other skills unit approved by the Head of School.

Note: Journalism students count 0952 Law of Communications as a skills unit.

Sixteen credit points are required from the following year- long units or semester- long units - -

3733 Communication, Culture and Technology

3737 Mass Communication

3739 Organisational Communication

3743 Political Communication (semester-long)

3747 Screen Studies and Communication

Special Studies Pair

1135 Special Studies in Communication A

2427 Special Studies in Communication B

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Media Specialisation Bachelor of Arts in Communication

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Discipline Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

The specialisation in Media is a balanced program of analytical study and practical training. It aims to provide students with knowledge, skills and attitudes which will equip them to find productive work in a constantly changing media industry. The media specialisation focuses on the information production field; the non- fictional form in all its variations, from news and current affairs to corporate and educational video, as well as computer- based interactive media programming.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Course Requirements:

Satisfactory completion of 70 credit points (from a minimum of twenty semester units or equivalent year- long units), of which not more than 30 credit points (or the equivalent of 10 semester- long units) may be at semester levels 1/2, as follows - -

(a) 22 credit points from required Communication core units:

(i) 2 required Foundation units, plus

(ii) 2 year- long Communication units or pairs of units;

(b) not less than 18 or more than 24 credit points from an approved sequence of units forming a Media Major;

(c) six credit points from two required Communication Skills units;

(d) sufficient further Elective units to yield a degree total of at least 70 credit points, from at least the equivalent of 20 semester- long units.

Electives:

These may be chosen from any units compatible with the student's vocational objectives and educational interests. When choosing electives, students must ensure that they do not exceed a maximum of 30 credit points at semester levels 1/2. Because of prerequisite constraints, this may require a sequence of three or four semester- length units in one area of study. Details of single electives and elective majors are to be found in the ELECTIVES section of this Handbook.

Course Advice:

Students seeking course advice should contact the Program Director.

Discipline Convener:

Mr Greg Battye 9C6 (06) 201 2928

Typical Fulltime Course Structure:

Bachelor of Arts in Communication - Media

YEAR 1

Semester 1

4014 Introduction to Communication

4254 Introduction to Media

2312 Communication Research Methods

Elective

Semester 2

4013 Communication Traditions

4277 Media Representation and Analysis

2571 Language, Culture and Society

Elective

YEAR 2

Semester 1

Year- long Communication unit#

TBA Media Production 1

Elective

Semester 2

Year- long Communication unit# (cont'd)

TBA Media Production 2

Elective

YEAR 3

Semester 1

Year- long Communication unit#

An advanced production unit*

Elective

Semester 2

Year- long Communication unit# (cont'd)

An advanced production unit*

Elective

*To be selected from:

3749 Television Journalism

3750 Television Production

3746 Radio

3742 Photojournalism

Note:

The new units in Media Production 1 and Media Production 2 (year 2) and Photography and New Media (year 3, replacing Photojournalism) will be introduced in 1996.

#Sixteen credit points are required from the following year- long units or semester- long units - -

3733 Communication, Culture and Technology

3737 Mass Communication

3739 Organisational Communication

3743 Political Communication (semester-long)

3747 Screen Studies and Communication

Special Studies Pair

1135 Special Studies in Communication A

2427 Special Studies in Communication B

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Organisational Communication SpecialisationBachelor of Arts in Communication

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Discipline Convener:
- Typical Fulltime Course Structure:
  - Organisational Psychology emphasis
    - YEAR 1
      - Semester 1
      - Semester 2
    - YEAR 2
      - Semester 1
      - Semester 2
    - YEAR 3
      - Semester 1
      - Semester 2
  - Organisational Culture emphasis
    - YEAR 1
      - Semester 1
      - Semester 2
    - YEAR 2
      - Semester 1
      - Semester 2
    - YEAR 3
      - Semester 1
      - Semester 2

In this specialisation, students develop an understanding of communication roles and networks in organisations, the links between communication practices and the general well- being and cohesion of an organisation. Skills to be developed include writing, interviewing, negotiation and training and development. Apart from three common semester subjects, students will concentrate on either an organisational psychology or an organisational culture emphasis.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Course Requirements:

Satisfactory completion of 70 credit points (from a minimum of twenty semester units or equivalent year- long units), of which not more than 30 credit points (or the equivalent of 10 semester- long units) may be at semester levels 1/2, as follows - -

(a) 22 credit points from required Communication core units

(i) 2 required Foundation units, plus

(ii) 2 year- long Communication units or pairs of units;

(b) not less than 18 or more than 24 credit points from an approved sequence of units forming an Organisational Communication Major;

(c) six credit points from two required Communication Skills units;

(d) sufficient further Elective units to yield a degree total of at least 70 credit points, from at least the equivalent of 20 semester- long units.

Electives:

These may be chosen from any units compatible with the student's vocational objectives and educational interests. When choosing electives, students must ensure that they do not exceed a maximum of 30 credit points at semester levels 1/2. Because of prerequisite constraints, this may require a sequence of three or four semester- length units in one area of study. Details of single electives and elective majors are to be found in the ELECTIVES section of this Handbook.

Course Advice:

Students seeking course advice should contact the Program Director.

Discipline Convener:

Dr Glen Lewis 9C12 (06) 201 2967

Typical Fulltime Course Structure:

Bachelor of Arts in Communication - Organisational Communication

Organisational Psychology emphasis

YEAR 1

Semester 1

4014 Introduction to Communication

4207 Introduction to Management

3472 Psychology 1

2312 Communication Research Methods

Semester 2

4013 Communication Traditions

4313 Psychology 203 : Social and Developmental Psychology

2571 Language, Culture and Society

Elective

YEAR 2

Semester 1

Year- long Communication unit#

Elective

Elective

Semester 2

Year- long Communication unit# (cont'd)

4317 Psychology 303 : Organisational Psychology or Elective

Elective

YEAR 3

Semester 1

Year- long Communication unit#

3739 Organisational Communication (year- long)

Elective

Semester 2

Year- long Communication unit# (cont'd)

3739 Organisational Communication (cont'd)

Elective

Organisational Culture emphasis

YEAR 1

Semester 1

4014 Introduction to Communication

4207 Introduction to Management

2312 Communication Research Methods

Elective

Semester 2

4013 Communication Traditions

0715 Basic Sociology

2571 Language Culture and Society

Elective

YEAR 2

Semester 1

Year- long Communication unit#

2431 Organisational Culture

Elective

Semester 2

Year- long Communication unit# (cont'd)

3431 Sociology of Work

Elective

YEAR 3

Semester 1

Year- long Communication unit#

3739 Organisational Communication (year- long)

Elective

Semester 2

Year- long Communication unit# (cont'd)

3739 Organisational Communication (cont'd)

Elective

#Sixteen credit points are required from the following year- long units or semester- long units - -

3733 Communication, Culture and Technology

3737 Mass Communication

3739 Organisational Communication

3743 Political Communication (semester-long)

3747 Screen Studies and Communication

Special Studies Pair

1135 Special Studies in Communication A

2427 Special Studies in Communication B

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Professional Writing Specialisation Bachelor of Arts in Communication

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Discipline Convener:
- Typical Fulltime Course Structure:
  - Scriptwriting emphasis
    - YEAR 1
      - Semester 1
      - Semester 2
    - YEAR 2
      - Semester 1
      - Semester 2
    - YEAR 3
      - Semester 1
      - Semester 2
  - Freelance Writing emphasis
    - YEAR 1
      - Semester 1
      - Semester 2
    - YEAR 2
      - Semester 1
      - Semester 2
    - YEAR 3
      - Semester 1
      - Semester 2
      - *NOTES:

The specialisation in Professional Writing is designed for students who wish to prepare themselves for writing careers in fields such as radio and television scriptwriting, freelance fiction and non- fiction, publishing and editing, and writing for young people.

Students accepted into the Professional Writing specialisation are expected to have above- average talent in writing and their status is reviewed at the end of their first semester. As a general rule, in order to be allowed to continue, students will need to achieve an above- average mark in the unit 1154 Writing 1 English Expression.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Course Requirements:

Satisfactory completion of 70 credit points (from a minimum of twenty semester units or equivalent year- long units), of which not more than 30 credit points (or the equivalent of 10 semester- long units) may be at semester levels 1/2, as follows - -

(a) 22 credit points from required Communication core units:

(i) 2 required Foundation units, plus

(ii) 2 year- long Communication units or pairs of units;

(b) not less than 18 or more than 24 credit points from an approved sequence of units forming a Professional Writing Major;

(c) six credit points from two required Communication Skills units;

(d) sufficient further Elective units to yield a degree total of at least 70 credit points, from at least the equivalent of 20 semester- long units.

Electives:

These may be chosen from any units compatible with the student's vocational objectives and educational interests. When choosing electives, students must ensure that they do not exceed a maximum of 30 credit points at semester levels 1/2. Because of prerequisite constraints, this may require a sequence of three or four semester- length units in one area of study. Details of single electives and elective majors are to be found in the ELECTIVES section of this Handbook.

Course Advice:

Students seeking course advice should contact the Program Director.

Discipline Convener:

Mr Ron Miller 9C2 (06) 201 2651

Typical Fulltime Course Structure:

Bachelor of Arts in Communication - Professional Writing

Scriptwriting emphasis

YEAR 1

Semester 1

4014 Introduction to Communication

1154 Writing 1 English Expression*

2 Electives*

Semester 2

4013 Communication Traditions

3581 Introduction to Professional Writing

2571 Language, Culture and Society

Elective*

YEAR 2

Semester 1

Year- long Communication unit#

1716 Scriptwriting 1

Elective*

Semester 2

Year- long Communication unit# (cont'd)

1717 Scriptwriting 2

Elective*

YEAR 3

Semester 1

Year- long Communication unit#

4025 Publishing

Elective*

Semester 2

Year- long Communication unit# (cont'd)

1825 Scriptwriting Project

Elective*

Freelance Writing emphasis

YEAR 1

Semester 1

4014 Introduction to Communication

1154 Writing 1 English Expression*

2 Electives*

Semester 2

4013 Communication Traditions

3581 Introduction to Professional Writing

2571 Language, Culture and Society

Elective*

YEAR 2

Semester 1

Year- long Communication unit#

1833 Freelance Writing 1

Elective*

Semester 2

Year- long Communication unit# (cont'd)

1834 Freelance Writing 2

Elective*

YEAR 3

Semester 1

Year- long Communication unit#

4025 Publishing

Elective*

Semester 2

Year- long Communication unit# (cont'd)

1824 Freelance Writing Project

Elective*

*NOTES:

(a) Professional Writing specialisation students should enrol in the special PW tutorials in the unit 1154 Writing 1 English Expression. In order to continue the specialisation in Professional Writing into second semester, students need to achieve an above- average score in this unit. Students who do not achieve a satisfactory result will be counselled to take up a different specialisation.

For details of units 1716/1717 and 1833/1834 see the discipline convener.

(b) Students with no keyboard skills are advised to take the unit 3762 Communication Interface 1.

(c) For students intending to pursue non- fiction, units in History and/or Law and/or Politics are a good choice. For students interested in fiction, Literary Studies units are advisable. Students with a special interest in Scriptwriting are advised to take 4019 Media Workshop A and an appropriate elective sequence in Media Production or Analysis. (Refer to ELECTIVES Section of Handbook)

(d) 3433 Writing for Young People and 4184 Technical Writing may be chosen as electives in the Professional Writing specialisation. They may be taken as alternatives to some professional writing units. The permission of the Discipline Convener of the Professional Writing specialisation should be sought.

Sixteen credit points are required from the following year- long units or semester- long units - -

3733 Communication, Culture and Technology

3737 Mass Communication

3739 Organisational Communication

3743 Political Communication (semester-long)

3747 Screen Studies and Communication

Special Studies Pair

1135 Special Studies in Communication A

2427 Special Studies in Communication B

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Public Relations Specialisation Bachelor of Arts in Communication

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Professional Recognition:
- Discipline Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

This course is designed for students interested in finding employment in public relations consultancies, public relations departments in government, private enterprise and not- for- profit organisations, and in a variety of positions that make use of public relations and communication skills. Several students have established their own companies.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Course Requirements:

Satisfactory completion of 70 credit points (from a minimum of twenty semester units or equivalent year- long units), of which not more than 30 credit points (or the equivalent of 10 semester- long units) may be at semester levels 1/2, as follows - -

(a) 22 credit points from required Communication core units:

(i) 2 required Foundation units, plus

(ii) 2 year- long Communication units or pairs of units;

(b) not less than 18 or more than 24 credit points from an approved sequence of units forming a Public Relations major;

(c) Six credit points from two required Communication Skills unit;

(d) sufficient further Elective units to yield a degree total of at least 70 credit points, from at least the equivalent of 20 semester- long units.

Electives:

These may be chosen from any elective units compatible with the student's vocational objectives and educational interests. When choosing electives, students must ensure that they do not exceed a maximum of 30 credit points at semester levels 1/2. Because of prerequisite constraints, this may require a sequence of three or four semester- length units in one area of study. Details of single electives and elective majors are available in the ELECTIVES Section of this Handbook.

Course Advice:

Students seeking course advice should contact the Discipline Convener.

Professional Recognition:

Graduates in Public Relations qualify for membership of the Public Relations Institute of Australia.

Discipline Convener:

Mrs Raveena Singh 1C123 (06) 201 2274

Typical Fulltime Course Structure:

Bachelor of Arts Communication - Public Relations

YEAR 1

Semester 1

4014 Introduction to Communication

0637 Public Relations 1

2312 Communication Research Methods

Elective

Semester 2

4013 Communication Traditions

4278 Communication Theory for Campaigns

2571 Language, Culture and Society *or* 1154 Writing 1

Elective

YEAR 2

Semester 1

Year- long Communication unit#

3744 Public Relations Practice (year- long)

Elective

Semester 2

Year- long Communication unit# (cont'd)

3744 Public Relations Practice (cont'd)

Elective

YEAR 3

Semester 1

Year- long Communication unit#

3745 Public Relations Strategy (year- long)

Elective

Semester 2

Year- long Communication unit# (cont'd)

3745 Public Relations Strategy (cont'd)

Elective

#Sixteen credit points are required from the following year- long units or semester- long units - -

3733 Communication, Culture and Technology

3737 Mass Communication

3739 Organisational Communication

3743 Political Communication (semester-long)

3747 Screen Studies and Communication

Special Studies Pair

1135 Special Studies in Communication A

2427 Special Studies in Communication B

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Degree of Bachelor of Arts (Honours) in Communication (254)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Program Director:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2

The Honours degree in Communication is a one- year, end- on degree, open to students who have completed the pass BA in Communication at a satisfactory level.

Course Duration:

1 year full- time or equivalent part- time

Admission Requirements:

Admission to the Honours degree will normally require at least a credit average in units of the Communication core and also in units in the student's area of specialisation.

Students seen as showing particular promise at the end of their second year of full- time study will be invited to attend the Honours degree dissertation seminar during their third year as preparation for research and thesis writing in the Honours year.

Students from other universities may apply for entry to the Honours degree provided that they have completed either a Bachelor of Arts in Communication degree, or a Bachelor of Arts degree with a major in Communication, with at least a credit average in relevant units.

Students with results at a satisfactory level in the Pass degree may defer applying for entry to the Honours degree for up to three years after completing the Pass degree.

Course Requirements:

Satisfactory completion of at least 24 credit points from - -

(a) 2 required year- long units (each 8 credit points)

(b) 1 required year- long Communication Specialisation from the list below.

Course Advice:

Students seeking course advice should contact the Program Director.

Program Director:

Dr Elisabeth Patz 1C137 (06) 201 2996

Typical Fulltime Course Structure:

Bachelor of Arts (Honours) in Communication

YEAR 1

Semester 1

3793 Advanced Communication Theory H (year- long)

3800 Communication Dissertation H (year- long)

Specialisation unit* (year- long)

Semester 2

3793 Advanced Communication Theory H (cont'd)

3800 Communication Dissertation H (cont'd)

Specialisation unit* (cont'd)

* Students select one required year- long Communication specialisation from the following:

3792 Advanced Communication History H

3794 Advanced Mass Communication H

3795 Advanced Organisational Communication H

3796 Advanced Political Communication H

3801 Advanced Screen Studies H

3804 Communication Policy H

4246 Diasporic Communication H

3805 International Communication H

4149 Issues in Communication Professions H

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Degree of Bachelor of Arts in Library and Information Studies (143)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- TAFE Transition Program:
- Course Advice:
- Professional Recognition:
- Program Director:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

This course is designed to prepare students for professional careers in librarianship, information retrieval, archives, records management, research and related areas. It is accredited by the Australian Library and Information Association.

A special transition program providing block status is available for library technicians who have completed an Associate Diploma or Certificate from a TAFE College (see TAFE Transition Program below).

Students intending to enrol in the Bachelor of Education course to become teacher- librarians should contact the Executive Assistant of the Faculty of Education for further details.

The core units introduce students to the major concepts of the information transfer process, drawn from a wide range of information agencies and services. The specialist stream units offer an opportunity for students to develop an in- depth understanding of a particular focus of information work.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Course Requirements:

The total program leading to the award must include at least 70 credit points, no more than 27 of which may be in units at semester level 1/2. Course requirements are as follows:

(a) 10 required core units (34 credit points);

(b) 4 or 5 units (15 to 18 credit points) chosen from one of the specialist streams listed below; and

(c) a 6- or 7- unit elective major in a discipline chosen by the student.

Electives:

The elective major may be selected from any discipline offered by the University (refer to the ELECTIVES section of this Handbook). Although the elective majors listed can provide a useful guide, students are responsible for seeing that their programs meet the credit point requirement. In approved cases, a student may satisfy the requirements of the elective major by pursuing a suitable program of study at another tertiary institution, particularly at the Australian National University or the Canberra Institute of the Arts.

TAFE Transition Program:

Library technicians holding an Associate Diploma or Certificate from a College of Technical and Further Education or the Canberra Institute of Technology may be granted block status for coursework completed for up to 22 of the 70 credit points required for completion of the bachelor degree.

Depending on the elective sequence chosen, it is possible to complete the requirements for the degree of Bachelor of Arts in Library and Information Studies in two years of full- time study. However, the majority of technicians have preferred to continue working and to undertake the course part- time.

TAFE/CIT graduates should contact the Program Director of Library and Information Studies for more information on the transition program.

Course Advice:

Students seeking course advice should contact the Program Director.

Professional Recognition:

This course is recognised by the Australian Library and Information Association, and graduates meet the academic requirements for admission to Associate membership of the Association.

Program Director:

Dr Peter Clayton 1C110 (06) 201 2015

Typical Fulltime Course Structure:

Bachelor of Arts in Library and Information Studies

YEAR 1

Semester 1

3385 Research Skills

1154 Writing 1 English Expression*

3762 Communication Interface 1*

Elective Major

Semester 2

1376 Information Provision

1377 Information Organisation

1444 Basic Information Systems or 3592 Communication Interface 2

Elective Major

YEAR 2

Semester 1

3763 Information Analysis

Elective Major

Specialist Unit#

Semester 2

3570 Cataloguing

Elective Major

Specialist Unit#

YEAR 3

Semester 1

4102 Communication for Management

Elective Major

Specialist Unit#

Semester 2

4105 Supervisory Management

Elective Major

Specialist Unit#

* Students who have adequate written English or word processing skills may apply for an exemption from the units 1154 Writing 1 or 3762 Communication Interface 1, respectively; if approved, they may undertake another unit in lieu. See the Program Director of Library and Information Studies for advice on exemptions.

Specialist Streams:

Students select 4 or 5 units from one of the streams listed below - -

(a) Information Retrieval

3758 Information Retrieval

2764 Advanced Information Retrieval

4328 Network Information Sources

3221 Field Placement or other Specialist Stream elective (see Note below)

Other Specialist Stream elective (see Note below)

(b) Services for Young People

1692 Resources for Young People

4067 Services and Programs for Young People

Together with:

3221 Field Placement or other Specialist Stream elective (see Note below)

Other Specialist Stream elective (see Note below)

(c) Research and Archival Resources

3228 Legal and Government Publications

3694 Library and Archive Preservation

3752 Management of Archives

3229 Resources for Information and Research

3221 Field Placement or other Specialist Stream elective (see Note below)

(d) Library Systems and Service

1814 Collections Management

3229 Resources for Information and Research

3221 Field Placement or other Specialist Stream elective (see Note below)

Other Specialist Stream elective

(e) Information and Records Management

3757 Introduction to Information Management

3756 Information Management Planning

3758 Information Retrieval

3752 Management of Archives

3755 Advanced Information Management

Note: In addition to units in the other Specialist Streams, this includes Independent Study in Library and Information Studies, Special Studies in Library and Information Studies, and Museology.

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Degree of Bachelor of Arts (Honours) in Library and Information Studies (262)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Program Director:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2

This course has a research focus, and is designed to prepare students for research or project- oriented careers in the library and information area.

Course Duration:

1 year full- time or equivalent part- time

Admission Requirements:

Students must have a Bachelor of Arts in Library and Information Studies or equivalent qualification.

Course Requirements:

Satisfactory completion of 3 required units. Honours students are also required to take an active part in the Postgraduate Seminar program.

Course Advice:

Intending students are advised to contact the Program Director of Library and Information Studies prior to enrolment for more detailed course advice.

Program Director:

Dr Peter Clayton 1C110 (06) 201 2015

Typical Fulltime Course Structure:

Bachelor of Arts (Honours) Library and Information Studies

YEAR 1

Semester 1

Research Methods H

Honours Thesis H (year-long)

Semester 2

Issues in Information Studies H

Honours Thesis H (cont'd)

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Degree of Bachelor of Arts in Modern Languages

The Faculty of Communication concentrates on teaching languages of international significance and of direct relevance to the present and future needs of Australia. Students may complete bachelor degrees or associate diploma awards in Chinese, Japanese or Spanish. Information on Associate Diploma courses in Modern Languages appears later in this Faculty's section.

In the Modern Languages courses, emphasis is placed on the acquisition of practical language skills. After mastering the elementary principles in the first year, students begin to practise reading current journals and newspapers, listening to recordings and watching videos in the target language, reading and translating contemporary political, social and scientific texts and representative literary works. After completing these courses, students should be reasonably competent to use their chosen language as a medium of communication and practical interaction in public service, trade, journalism, language teaching and other fields of activity. Students intending to enrol in a language of which they have some prior knowledge must first consult the Discipline Convener.

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Chinese (043)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Discipline Convener:
- Typical Fulltime Course Structure
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Course Requirements:

Satisfactory completion of at least 69 credit points from at least 20 required and elective units as follows:

(a) a principal major of ten semester- equivalent units (2 semester- long units and 4 year- long units);

(b) an approved sequence of at least six units in another discipline, forming an elective second major. The elective major may be a language other than Chinese;

(c) at least four elective units. These units may include 1839 Special Studies in Modern Languages A and/or 1753 Special Studies in Modern Languages B, 4188 Chinese for Business, 3380 Japanese for Tourism or any other suitable single units, chosen in consultation with the Discipline Convener.

Electives:

Among suggested elective second majors for students in Modern Languages are administration, advertising/marketing, communication, computing, economics, education, history, journalism, library and information studies, law, linguistic studies, media, politics, professional writing, public relations, office management and sociology. Refer to the Electives section of this Handbook for details of single electives and elective majors.

Course Advice:

Students seeking course advice should contact the Discipline Convener.

Discipline Convener:

Associate Professor Michael Sawer 1C163 (06) 201 5192

Typical Fulltime Course Structure

Bachelor of Arts in Modern Languages -- Chinese

YEAR 1

Semester 1

4282 Chinese 1 : Language and Culture

Elective Second Major

2 Electives*

Semester 2

0660 Chinese 2

Elective Second Major

2 Electives*

YEAR 2

Semester 1

3767 Chinese 3/4 (year- long)

3769 Chinese A/B (year- long)

Elective Second Major

Semester 2

3767 Chinese 3/4 (cont'd)

3769 Chinese A/B (cont'd)

Elective Second Major

YEAR 3

Semester 1

3768 Chinese 5/6 (year- long)

3770 Chinese C/D (year- long)

Elective Second Major

Semester 2

3768 Chinese 5/6 (cont'd)

3770 Chinese C/D (cont'd)

Elective Second Major

* Students may elect to undertake these elective units in semesters other than those indicated.

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Japanese (045)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Discipline Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Course Requirements:

Satisfactory completion of at least 69 credit points from at least 20 required and elective units as follows:

(a) a principal major of ten semester- equivalent units (2 semester- long units and 4 year- long units);

(b) an approved sequence of at least six units in another discipline, forming an elective second major. The elective major may be a language other than Japanese;

(c) at least four elective units. These units may include 1839 Special Studies in Modern Languages A and/or 1753 Special Studies in Modern Languages B, 3380 Japanese for Tourism, 4188 Chinese for Business or any other suitable single units, chosen in consultation with the student's Discipline Convener.

Electives:

Among suggested elective second majors for students in Modern Languages are administration, advertising/marketing, communication, computing, economics, education, history, journalism, library and information studies, law, linguistic studies, media, politics, professional writing, public relations, office management, tourism and sociology. Refer to Electives section of this Handbook for details of single elective and electives majors.

Course Advice:

Students seeking course advice should contact the Discipline Convener.

Discipline Convener:

Mr Iain MacDougall 1C165 (06) 201 2073

Typical Fulltime Course Structure:

Bachelor of Arts in Modern Languages -- Japanese

YEAR 1

Semester 1

4283 Japanese 1 : Language and Culture

Elective Second Major

2 Electives*

Semester 2

0157 Japanese 2

Elective Second Major

2 Electives*

YEAR 2

Semester 1

3771 Japanese 3/4 (year- long)

3773 Japanese A/B (year- long)

Elective Second Major

Semester 2

3771 Japanese 3/4 (cont'd)

3773 Japanese A/B (cont'd)

Elective Second Major

YEAR 3

Semester 1

3772 Japanese 5/6 (year- long)

3774 Japanese C/D (year- long)

Elective Second Major

Semester 2

3772 Japanese 5/6 (cont'd)

3774 Japanese C/D (cont'd)

Elective Second Major

* Students may elect to undertake these elective units in semesters other than those indicated.

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Spanish (036)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Discipline Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Course Requirements:

Satisfactory completion of at least 69 credit points from at least 20 required and elective units as follows:

(a) a principal major of ten semester- equivalent units (2 semester- long units and 4 year- long units);

(b) an approved sequence of at least six units in another discipline, forming an elective second major. The elective major may be a language other than Spanish;

(c) at least four elective units. These units may include 1839 Special Studies in Modern Languages A and/or 1753 Special Studies in Modern Languages B, 3380 Japanese for Tourism or 4188 Chinese for Business or any other suitable single units, chosen in consultation with the student's Program Director.

Electives:

Among suggested elective second majors for students in Modern Languages are administration, advertising/marketing, communication, computing, economics, education, history, journalism, library and information studies, law, linguistic studies, media, politics, professional writing, public relations, office management, tourism and sociology. Refer to Electives section of this Handbook for details of single elective and electives majors.

Course Advice:

Students seeking course advice should contact the Discipline Convener.

Discipline Convener:

Mr Oscar Florez 1C151 (06) 201 2074

Typical Fulltime Course Structure:

Bachelor of Arts in Modern Languages -- Spanish

YEAR 1

Semester 1

4285 Spanish 1 : Language and Culture

Elective Second Major

2 Electives*

Semester 2

0514 Spanish 2

Elective Second Major

2 Electives*

YEAR 2

Semester 1

3775 Spanish 3/4 (year- long)

3777 Spanish A/B (year- long)

Elective Second Major

Elective*

Semester 2

3775 Spanish 3/4 (cont'd)

3777 Spanish A/B (cont'd)

Elective Second Major

Elective*

YEAR 3

Semester 1

3776 Spanish 5/6 (year- long)

3778 Spanish C/D (year- long)

Elective Second Major

Semester 2

3776 Spanish 5/6 (cont'd)

3778 Spanish C/D (cont'd)

Elective Second Major

* Students may elect to undertake these elective units in semesters other than those indicated.

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Degree of Bachelor of Arts in Office Management (205)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Professional Recognition:
- Program Director:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1Semester 2
  - YEAR 2
    - Semester 1Semester 2
  - YEAR 3
    - Semester 1Semester 2

The degree of Bachelor of Arts in Office Management prepares men and women for careers as office managers/administrators and other positions of responsibility in offices. The course emphasises both the human and technological elements of office management, and the need for a balance of knowledge and skills. It focuses on office management processes, communication, computer applications and information management, and combines these with training in the recognised business subjects of law, economics, accounting and related disciplines.

Graduates from the course are keenly sought, and find almost immediate employment in the offices of both business and government.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Course Requirements:

Satisfactory completion of 71 credit points from a minimum of twenty- one semester units or equivalent year- long units as follows:

(a) 12 required units forming an Office Management core;

(b) an elective major of 6 sequential units (or equivalent year- long units); and

(c) 3 single elective units.

Electives:

An elective major of six sequential units must be chosen from a field of study in another discipline. Examples include accounting, applied science, communication, computing studies, economics/marketing, environmental design, geography, history, information and records management, law, library and information studies, modern languages (Chinese, Japanese or Spanish), psychology, sociology. Other sequences are possible. Details of both single electives and approved elective majors are given in the Electives section of this Handbook.

Students should note that the elective major must total at least 20 credit points, and two of the six units must be at level five or higher.

Course Advice:

Students seeking course advice should contact the Program Director.

Professional Recognition:

Graduates from the undergraduate course are eligible for provisional membership of the Australian Society of Accountants if they have completed an accounting major and have also completed the additional required units.

Program Director:

Mrs Ann Applebee 1C105 (06) 201 2985

Typical Fulltime Course Structure:

Bachelor of Arts in Office Management

YEAR 1

Semester 1Semester 2

3766 Office Management 1/2 (year- long)

3766 Office Management 1/2 (cont'd)

3762 Communication Interface 1

3592 Communication Interface 2

3385 Research Skills

Single Elective*

Elective Major

YEAR 2

Semester 1Semester 2

3751 Office Management 3/4 (year- long)

3751 Office Management 3/4 (cont'd)

3757 Introduction to Information Management

3756 Information Management Planning

either 4281 Chinese 1 : Language and Culture

Elective Major

or 4283 Japanese 1 : Language and Culture *or*

4285 Spanish 1 : Language and Culture

Elective Major

YEAR 3

Semester 1Semester 2

3760 Desktop Publishing 1

3779 Office Management 5

Single Elective*

Elective Major

Elective Major

* These three units are electives chosen from a range of options and may vary.

Options are - -

3759 Desktop Publishing 2

0953 Social Research Methods

3519 Economics 1A (year- long)

0034 Macroeconomics 1

0020 Microeconomics 1

1720 Accounting 1A

0028 Concepts and Elements of Law

3754 Hospitality Operations

or any other unit chosen in consultation with the Program Director, Office Management.

If units taken from this selection are part of a student's elective major, those units cannot be counted in both situations.

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Degree of Bachelor of Arts in Tourism (204)

- Assumed Knowledge:
- Admission/Course Duration:
- Course Requirements:
- Specialisations:
- Electives:
- Course Advice:
- Program Director:
- Typical Fulltime Course Structures:
  - FOR ENTRY METHOD ONE (EM1)
    - YEAR 1
      - Semester 1
      - Semester 2
    - YEAR 2
      - Semester 1
      - Semester 2
    - YEAR 3
      - Semester 1
      - Semester 2
  - FOR ENTRY METHOD TWO (EM2)
    - YEAR 1
      - Semester 1
      - Semester 2
    - YEAR 2
      - Semester 1
      - Semester 2
      - NOTE 1:
      - NOTE 2:
      - NOTE 3:

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Admission/Course Duration:

There are two methods of entry to the course. Entry Method One (EM1) follows normal University entry procedures and is for students without an appropriate Associate Diploma level award. For EM1 students the course normally is three years full- time or the equivalent part- time. Entry Method Two (EM2) is for students possessing an Associate Diploma of Business in Hospitality or Travel from the Canberra Institute of Technology or its equivalent. For EM2 students the course is normally two years full- time or the equivalent part-time.

Course Requirements:

Satisfactory completion of at least 21 units (or equivalent) and at least 72 credit points as follows - -

(a) 8 required units (40 credit points) consisting of 3 year-long units (22 credit points) and 5 semester-long units (18 credit points); and

(b) a sequence of 6 approved specialist units; and

(c) additional credit points from at least 4 approved elective units so as to make a total of at least 72 credit points.

Specialisations:

Details are available from the Program Director.

Electives:

These may be any approved elective units from any Faculty in the University; refer to the Electives section in this Handbook.

Course Advice:

Students seeking course advice should contact the Program Director.

Program Director:

Dr Michael Hall 1C112 (06) 201 2465

Typical Fulltime Course Structures:

Bachelor of Arts in Tourism

FOR ENTRY METHOD ONE (EM1)

YEAR 1

Semester 1

3711 Introduction to Tourism (year- long)

3296 Tourism Computer Based Systems

Specialisation Unit*

Elective(s)#

Semester 2

3711 Introduction to Tourism (cont'd)

3337 Tourism Research

Specialisation Unit*

Elective(s)#

YEAR 2

Semester 1

3814 Tourism Marketing (year- long)

Specialisation Unit*

4200 Tourism Economics and Policy

Elective#

Semester 2

3814 Tourism Marketing (cont'd)

Specialisation Unit*

3754 Hospitality Operations

YEAR 3

Semester 1

3815 Tourism Planning and Development (year- long)

Specialisation Unit*

Elective(s)#

Semester 2

3815 Tourism Planning and Development (cont'd)

3712 Tourism Industry Project Scheme

Specialisation Unit*

FOR ENTRY METHOD TWO (EM2)

(ie those students processing an Associate Diploma in Hospitality or Travel from the Canberra Institute of Technology or its equivalent)

YEAR 1

Semester 1

3711 Introduction to Tourism (year- long)

Specialisation Unit*

Two Electives

Semester 2

3711 Introduction to Tourism (cont'd)

3337 Tourism Research

Elective#

3754 Hospitality Operations

YEAR 2

Semester 1

3815 Tourism Planning and Development (year- long)

4200 Tourism Economics and Policy

3814 Tourism Marketing (year- long)

Semester 2

3815 Tourism Planning and Development (cont'd)

3814 Tourism Marketing (cont'd)

3712 Tourism Industry Project Scheme

Examples of these units are 3432 Human Resource Management, 3519 Economics 1A, 3572 Cultural Heritage Management, 2565 Aspects of Australian Culture, 3296 Tourism Computed- Based Systems, 1989 Marketing Management, 2429 International Marketing, 3337 Tourism Research, 3754 Hospitality Operations, 3712 Tourism Industry Project Scheme.

* A sequence of 6 units in one of the following Specialisations is required:

Specialisation A:

Language and Culture

Either

Chinese (refer to option B of Chinese Elective Major in Electives Section of Handbook) (see Notes below)

or

Japanese (refer to option B of Japanese Elective Major in Electives Section of Handbook) (see Notes below)

or

Spanish (refer to option B of Spanish Elective Major in Electives Section of Handbook) (see Notes below)

Specialisation B:

Information Systems or Management

Either

Management six approved specific Management related units

or

Information Systems six approved specific units in Information Systems

Specialisation C:

Advertising/Marketing or Public Relations

Either

Public Relations six specified units in Public Relations

or

Advertising/Marketing six specified units in Advertising/Marketing

or

an approved mix of Public Relations and Advertising/Marketing units

NOTE 1:

As part of the course, language units other than Japanese, Chinese and Spanish may be available at the Australian National University. These include units in French, German, Italian, Korean and Thai and may be taken in lieu of Japanese, Chinese or Spanish subject to the approval of the Dean of Faculty.

NOTE 2:

EM2 students would select Option A of this elective major or the equivalent at the Australian National University, as approved by the Dean of Faculty.

NOTE 3:

Details of the new course structure are available from the Program Director.

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Associate Diploma in Modern Languages

The Faculty of Communication concentrates on teaching languages of international significance and of direct relevance to the present and future needs of Australia. Students may complete bachelor degrees or associate diploma awards in Chinese, Japanese or Spanish. Information on Bachelor of Arts courses in Modern Languages appears earlier in this Faculty's section.

In the Modern Languages courses, emphasis is placed on the acquisition of practical language skills. After mastering the elementary principles in the first year, students begin to practise reading current journals and newspapers, listening to recordings and watching videos in the target language, reading and translating contemporary political, social and scientific texts and representative literary works. After completing these courses, students should be reasonably competent to use their chosen language as a medium of communication and practical interaction in public service, trade, journalism, language teaching and other fields of activity.

Students intending to enrol in a language of which they have some prior knowledge must first consult the Discipline Convener.

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Chinese (106)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Discipline Convener:
- Typical Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

Course Duration:

This course requires a minimum of 3 years study (4 semesters part- time, 2 semesters full- time) or a longer period when taken entirely part- time.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Course Requirements:

Satisfactory completion of 14 semester- equivalent units as follows:

(a) a principal major of ten semester- equivalent units in Chinese; and

(b) four elective units which may include 1839 Special Studies in Modern Languages A and/or 1753 Special Studies in Modern Languages B, 4188 Chinese for Business, 3380 Japanese for Tourism or any other suitable single units, chosen in consultation with the student's Discipline Convener.

Electives:

Among suggested elective areas for students in Modern Languages are administration, advertising/marketing, communication, computing, economics, education, history, journalism, library and information studies, law, linguistic studies, media, politics, professional writing, public relations, office management, tourism and sociology.

Course Advice:

Students seeking course advice should contact the Discipline Convener.

Discipline Convener:

Associate Professor Michael Sawer 1C163 (06) 201 5192

Typical Course Structure:

Associate Diploma Modern Languages -- Chinese

YEAR 1

Semester 1

4282 Chinese 1 : Language and Culture

2 Electives*

Semester 2

0660 Chinese 2

2 Electives*

YEAR 2

Semester 1

3767 Chinese 3/4 (year- long)

3769 Chinese A/B (year- long)

Semester 2

3767 Chinese 3/4 (cont'd)

3769 Chinese A/B (cont'd)

YEAR 3

Semester 1

3768 Chinese 5/6 (year- long)

3770 Chinese C/D (year- long)

Semester 2

3768 Chinese 5/6 (cont'd)

3770 Chinese C/D (cont'd)

* Students may elect to undertake these elective units in semesters other than those indicated.

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Japanese (107)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Discipline Convener:
- Typical Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

Course Duration:

This course requires a minimum of 3 years study (4 semesters part- time, 2 semesters full- time) or a longer period when taken entirely part- time.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Course Requirements:

Satisfactory completion of 14 semester- equivalent units as follows:

(a) a principal major of ten semester- equivalent units in Japanese; and

(b) four elective units which may include 1839 Special Studies in Modern Languages A and/or 1753 Special Studies in Modern Languages B, 4188 Chinese for Business, 3380 Japanese for Tourism or any other suitable single units, chosen in consultation with the student's Discipline Convener.

Electives:

Among suggested elective areas for students in Modern Languages are administration, advertising/marketing, communication, computing, economics, education, history, journalism, library and information studies, law, linguistic studies, media, politics, professional writing, public relations, office management, tourism and sociology.

Course Advice:

Students seeking course advice should contact the Discipline Convener.

Discipline Convener:

Mr Iain MacDougall 1C165 (06) 201 2073

Typical Course Structure:

Associate Diploma in Modern Languages -- Japanese

YEAR 1

Semester 1

4283 Japanese 1 : Language and Culture

2 Electives*

Semester 2

0157 Japanese 2

2 Electives*

YEAR 2

Semester 1

3771 Japanese 3/4 (year- long)

3773 Japanese A/B (year- long)

Semester 2

3771 Japanese 3/4 (cont'd)

3773 Japanese A/B (cont'd)

YEAR 3

Semester 1

3772 Japanese 5/6 (year- long)

3774 Japanese C/D (year- long)

Semester 2

3772 Japanese 5/6 (cont'd)

3774 Japanese C/D (cont'd)

* Students may elect to undertake these elective units in semesters other than those indicated.

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Spanish (109)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Discipline Convener:
- Typical Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 1
    - Semester 1
    - Semester 2

Course Duration:

This course requires a minimum of 3 years study (4 semesters part- time, 2 semesters full- time) or a longer period when taken entirely part- time.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Course Requirements:

Satisfactory completion of 14 semester- equivalent units as follows:

(a) a principal major of ten semester- equivalent units in Spanish; and

(b) four elective units which may include 1839 Special Studies in Modern Languages A and/or 1753 Special Studies in Modern Languages B, 4188 Chinese for Business, 3380 Japanese for Tourism or any other suitable single units, chosen in consultation with the student's Discipline Convener.

Electives:

Among suggested elective areas for students in Modern Languages are administration, advertising/marketing, communication, computing, economics, education, history, journalism, library and information studies, law, linguistic studies, media, politics, professional writing, public relations, office management, tourism and sociology.

Course Advice:

Students seeking course advice should contact the Discipline Convener.

Discipline Convener:

Mr Oscar Florez 1C151 (06) 201 2074

Typical Course Structure:

Associate Diploma in Modern Languages -- Spanish

YEAR 1

Semester 1

4285 Spanish 1 : Language and Culture

2 Electives*

Semester 2

0514 Spanish 2

2 Electives*

YEAR 1

Semester 1

3775 Spanish 3/4 (year- long)

3777 Spanish A/B (year- long)

Semester 2

3775 Spanish 3/4 (cont'd)

3777 Spanish A/B (cont'd)

YEAR 1

Semester 1

3776 Spanish 5/6 (year- long)

3778 Spanish C/D (year- long)

Semester 2

3776 Spanish 5/6 (cont'd)

3778 Spanish C/D (cont'd)

* Students may elect to undertake these elective units in semesters other than those indicated.

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Graduate Diploma of Arts (164)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Program Director:
- Typical Fulltime Course Structure:
  - Professional Development Mode
    - YEAR 1
      - Semester 1
      - Semester 2
  - Masters Preliminary Mode
    - YEAR 1
      - Semester 1
      - Semester 2

The Graduate Diploma of Arts in the field of information studies is postgraduate in content as well as time. Postgraduate studies are available in five areas of specialisation: research and archival resources, information and records management, information retrieval, library systems and services, and services for young people. The course is designed for graduates who have a satisfactory level of educational preparation in the theory of library and information studies or in a discipline allied to their proposed area of specialisation, and who have not less than two years of relevant work experience.

This course in information studies is offered in two modes: as a postgraduate qualification with emphasis on continuing professional education, and as a postgraduate qualification with emphasis on applied research, prerequisite to entry into the Master of Arts course.

Course Duration:

The course can be completed in the equivalent of 1 year of full- time study. Students should be aware that this is a demanding course and, if they have other commitments, they would be well advised to take longer than one year. On a part- time basis, no student may take longer than four years.

Admission Requirements:

The level of attainment required may be met by such qualifications as a graduate diploma in librarianship or a bachelor's degree with a major in librarianship. Qualifications in information science, educational technology, records management, communication, children's literature or other related disciplines may also meet the requirements. In some cases, bridging units may be imposed.

Course Requirements:

Satisfactory completion of four or five units as follows - -

(a) two core units - -

0094 Research Methods PG

2316 Issues in Information Studies PG and

(b) units to meet requirements for one of two modes:

(i) Professional Development Mode

Two 3- credit point elective units at graduate level in library and information studies or in other disciplines relevant to the field, the content of which has not been covered by previous coursework plus the unit 2327 Information Study PG3 (Contribution to Professional Literature)

(ii) Masters Preliminary Mode

2317 Information Study PG1 (Critical Literature Analysis)

2318 Information Study PG2 (Thesis Proposal)

Within each mode, students will be required to concentrate in one of the following areas of specialisation:

research and archival resources

information and records management

information retrieval

library systems and services

or services for young people

The work in the Information Study units comprises individual project work as well as active participation in the Postgraduate Seminar program.

Course Advice:

Before enrolling, students should discuss with the Program Director of Library and Information Studies the best means of undertaking the program.

Program Director:

Dr Peter Clayton 1C110 (06) 201 2015

Typical Fulltime Course Structure:

Graduate Diploma of Arts (in Information Studies)

Professional Development Mode

YEAR 1

Semester 1

0094 Research Methods PG

Graduate level unit

Semester 2

2316 Issues in Information Studies PG

2327 Information Study PG3

Graduate level unit

Masters Preliminary Mode

YEAR 1

Semester 1

0094 Research Methods PG

2317 Information Study PG1

Semester 2

2316 Issues in Information Studies PG

2318 Information Study PG2

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Graduate Diploma in Communication (229)

- Course Duration:
- Admission Requirements:
- Special Note:
- Course Requirements:
- Course Advice:
- Program Director:

Course Duration:

1 year full- time or equivalent part- time

Admission Requirements:

At least a bachelor's degree in Communication (or with a major in Communication) or a bachelor's degree in a cognate area, with at least a credit average.

Special Note:

Generally, students intending to pursue postgraduate study in Communication are encouraged to apply for admission to the Masters (203) program. If students decide not to proceed to the thesis year, they may apply to take out the Graduate Diploma in Communication award. For details of the Master of Arts in Communication refer to Course No 230.

Course Requirements:

The requirements of the Graduate Diploma are the same as those for the preparatory year of the Masters degree, that is, satisfactory completion of at least 24 credit points from 2 required units and a year- long communication specialisation (8 credit points) as follows--

(a) 16 credit points from two year- long required units - -

3783 Advanced Communication Theory PG

tba Communication Thesis A PG

(b) 8 credit points from one of the following specialisations --

3781 Advanced Communication and Continuing Crises PG

3782 Advanced Communication History PG

3784 Advanced Mass Communication PG

3785 Advanced Organisational Communication

3786 Advanced Political Communication PG

3787 Communication and Development PG

3788 Communication Literature and Culture PG

3789 Communication Policy PG

3791 International Communication PG

NOTE: Not all specialisations will be available in any one year. Availability will depend on staff resources and student demand. Intending students should consult the Program Director on availability.

Course Advice:

Students seeking course advice should contact the Program Director.

Program Director:

Associate Professor Graeme Osborne 1C145 (06) 201 2644

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Graduate Diploma in Library and Information Management (163)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Professional Recognition:
- Program Director:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
- Parttime Students:

The programs of education for library and information studies offered by the University are designed to prepare students for professional careers in librarianship, information retrieval, archives, records management, research and related areas. They lead to awards acceptable to employers, and entry- level courses are accredited by the Australian Library and Information Association.

The program offers an opportunity for specialisation in library systems and services, information retrieval, research and archival resources, services for young people, or information and records management. Field placement in a library or information agency is also available.

Course Duration:

The course may be completed in one year of full- time study commencing in first semester, but students should be aware that it is a demanding course and, if they have family, work or other commitments, they would be well advised to take the course part- time over more than one year. Because of prerequisite structures, students commencing in second semester are unable to complete the course in fewer than three semesters.

Admission Requirements:

The Graduate Diploma in Library and Information Management is an avenue for entry to the profession for students who have completed degree courses in other areas of study. Students who have completed degrees in library and information studies will be admitted only in exceptional circumstances.

Course Requirements:

Satisfactory completion of 8 units as follows:

(a) 5 required units; and

(b) 3 specialist electives as listed below.

Course Advice:

Students seeking course advice should contact the Program Director.

Professional Recognition:

This course is recognised by the Australian Library and Information Association.

Program Director:

Dr Peter Clayton 1C110 (06) 201 2015

Typical Fulltime Course Structure:

Graduate Diploma in Library and Information Management

YEAR 1

Semester 1

3226 Foundations of Information Organisation G

1684 Foundations of Information Services G

Either 1 Specialist Elective+ and 1 Information Technology unit#

or 2 Specialist Elective#

Semester 2

3569 Cataloguing G

4104 Supervisory Management G*

Either 2 Specialist Electives+ *or* 1 Specialist Elective+ and 1 Information Technology unit#

* Students with undergraduate or other formal coursework in similar units may apply for an exemption and take a specialist stream unit or any other approved unit in lieu, and should see the Program Director of Library and Information Studies for exemption.

Students select three specialist electives from one of the following Specialist Streams - -

+ Information Technology units recommended are 3761 Communication Interface G1, 3593 Communication Interface G2 or 0565 Basic Information Systems G.

(a) Information Retrieval

3765 Information Retrieval G

2699 Advanced Information Retrieval G

3780 Information Analysis G

4329 Network Information Sources G

3224 Field Placement G

(b) Services for Young People

1165 Resources for Young People G

4068 Services and Programs for Young People G

3224 Field Placement G

(c) Research and Archival Resources G

0195 Resources for Information and Research G

3227 Legal and Government Publications G

3705 Library and Archive Preservation G

3764 Management of Archives G

3224 Field Placement G

(d) Library Systems and Services

1815 Collections Management G

0195 Resources for Information and Research G

3224 Field Placement G

(e) Information and Records Management

3484 Information and Records Management G together with two of the following units - -

3764 Management of Archives G

TBA Advanced Information Management G (to be offered from 1995)

or

3224 Field Placement G

Students with a particular need or interest may substitute an alternative unit for one of their specialist stream units. In addition to units in other specialist streams, the alternative units may include 3219 Independent Study in Library and Information Studies G, 3223 Special Studies in Library and Information Studies G, 3668 Museology G1, 3915 Women and Organisations G, advanced computing units, and other units relevant to the practice of information work as approved by the Program Director of Library and Information Studies. Students should seek permission from the Program Director of Library and Information Studies, who will confirm their choice with a note on their student file.

Parttime Students:

Beginning part- time students undertaking one unit per semester should enrol in 1684 Foundations of Information Services G in Semester 1, and 0565 Basic Information Systems G, 3761 Communication Interface G1 or 3593 Communication Interface G2 in Semester 2.

Beginning part- time students undertaking two units per semester should enrol in 1684 Foundations of Information Services G and 3226 Foundations of Information Organisation G in Semester 1.

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HANDBOOK 1995

Graduate Diploma in Office Management (209)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Discipline Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2

The Graduate Diploma in Office Management course is intended for those who wish to add a specialised qualification to their first degree. It seeks to produce graduates who are able to perform in offices the wide range of managerial tasks which have resulted from the introduction of new office technologies. Graduates from the course are keenly sought, and find rapid employment in the offices of business, government and community organisations.

Course Duration:

1 year full- time or equivalent part- time

Admission Requirements:

Undergraduate degree from an Australian university or college of advanced education, or equivalent.

Course Requirements:

Satisfactory completion of 8 required semester- long units (24 credit points).

Course Advice:

Students seeking course advice should contact the Discipline Convener.

Discipline Convener:

Ms Ros Byrne 1C109 (06) 201 2211

Typical Fulltime Course Structure:

Graduate Diploma in Office Management

YEAR 1

Semester 1

4100 Communication for Management G2

1721 Accounting G1A*

3761 Communication Interface G1

4101 Communication for Management G1

Semester 2

3593 Communication Interface G2

3484 Information and Records Management G

4104 Supervisory Management G

3912 Concepts and Elements of Law G*

* These are recommended electives; other units may be taken with the permission of the Discipline Convener.

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Graduate Diploma in Professional Communication (231)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Specialisations:
  - Advertising/Marketing (parttime only)
  - Broadcast Journalism
    - Note:
  - Media
  - Professional Writing
    - Note 1:
    - Note 2:
  - Public Relations
- Course Advice:
- Professional Recognition:
- Program Director:
  - Overall program and communication units:
  - Advertising/Marketing:
  - Broadcast Journalism:
  - Media:
  - Professional Writing:
  - Public Relations:
  - NOTE:

The Graduate Diploma in Professional Communication is an umbrella award covering a number of cognate, vocational specialities within the general area of communication.

Course Duration:

One year full- time or equivalent part- time as resources permit.

Admission Requirements:

A first degree, preferably in a communication related area.

Course Requirements:

Satisfactory completion of at least 24 credit points, as follows--

(i) two required Communication Core units totalling 6 credit points:

2268 Communication G1

2270 Communication G2

(ii) and six further units, to total at least 18 credit points, in one of the following vocational specialisations:

Advertising/Marketing

Broadcast Journalism

Media

Professional Writing

Public Relations

Specialisations:

The sequences are as set out below. Note that some units are one semester in length, and others are year- long units.

Advertising/Marketing (parttime only)

2640 Introduction to Advertising G

3924 Economics for Managers G

3962 Marketing G

and 9 credit points from:

3717 Advertising Strategy and Operations G (year- long)

3939 International Marketing G

3963 Marketing Management G

Broadcast Journalism

3720 News G

3718 Broadcast Reporting G (year- long)

3950 Law of Communications G

3728 Television Journalism G (year- long)

Note:

Students in this specialisation may substitute 3719 Mass Communication G (year- long) for 2268 Communication G1 and 2270 Communication G2.

Media

3726 Screen Studies and Communication G (year- long) plus any two of:

3723 Radio G (year- long)

3728 Television Journalism G (year- long)

3729 Television Production G (year- long)

3722 Photojournalism G (year- long)

Professional Writing

2262 Freelance Writing G1

2264 Freelance Writing G2

2273 Scriptwriting G1

2278 Scriptwriting G2

3507 Publishing G or 3481 Writing for Young People G

and

either 2279 Scriptwriting Project G

or

2267 Freelance Writing Project G

Note 1:

Students in the Professional Writing specialisation may substitute an approved unit in place of 2270 Communication G2.

Note 2:

For descriptions of units 2262/2264 and 2273/2278 contact the discipline convener.

Public Relations

2286 Public Relations G1

2289 Public Relations G2

3725 Public Relations Strategy G (year- long) plus 6 credit points from:

either 3724 Public Relations Practice G (year- long) or 3924 Economics for Managers G, and

3962 Marketing G

Course Advice:

Students seeking course advice should contact the Program Director.

Professional Recognition:

Broadcast Journalism, Public Relations, and Advertising/Marketing are industry- approved courses.

Program Director:

Overall program and communication units:

Dr Glen Lewis 9C12 (06) 201 2967

Advertising/Marketing:

Ms Mary- Kate Hannay 1C129 (06) 201 2684

Broadcast Journalism:

Ms Jennifer Kitchener 9C4 (06) 201 2277

Media:

Mr Greg Battye 9C6 (06) 201 2928

Professional Writing:

Mr Ron Miller 1C118 (06) 201 2651

Public Relations:

Mrs Raveena Singh 1C123 (06) 201 2274

NOTE:

The specialisations in Advertising/Marketing, Broadcast Journalism, Media and Public Relations are not available in 1995 to newly enrolling students.

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Graduate Diploma in Tourism Management (222)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Program Director:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2

Course Duration:

1 year full- time or equivalent part- time.

Admission Requirements:

Entry to the course will be on the basis of satisfactory completion of an undergraduate award which includes an appropriate major study or equivalent.

Course Requirements:

Satisfactory completion of two year- long and one semester- long Tourism core units, and one year- long applied skills unit. In addition, students choose one elective unit. To qualify for the award, these units must total at least 24 credit points.

Course Advice:

Students seeking course advice should contact the Program Director.

Program Director:

Dr Michael Hall 1C112 (06) 201 2465

Typical Fulltime Course Structure:

Graduate Diploma in Tourism Management

YEAR 1

Semester 1

3816 Introduction to Tourism G (year- long)

3715 Tourism Planning and Development G (year- long)

4199 Tourism, Economics and Policy G

3714 Tourism Marketing G (year- long)

Semester 2

3816 Introduction to Tourism G (cont'd)

3715 Tourism Planning and Development G (cont'd)

3714 Tourism Marketing G (cont'd)

Elective unit*

* The elective unit can be taken from any approved unit in the University register but students would be encouraged to take Tourism specific units such as 3577 Tourism Research G, 3753 Hospitality Operations G or 4253 Convention and Festival Management G, offered by the Faculty of Communication, or 2540 Tourism and Environment PG, a graduate unit offered by the Faculty of Applied Science.

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Degree of Master of Arts in Communication (230)

- Course Duration:
- Admission Requirements:
- Course Requirements:
  - In the preparatory year:
  - NOTE:
  - In the thesis year:
- Course Advice:
- Program Director:

This course intake is restricted to first semester, and is postgraduate in content as well as time. The course consists of a preparatory year, involving coursework and a dissertation, followed by a thesis year. As noted earlier, students who complete the preparatory year but who choose not to (or are advised not to) go on to the thesis year may apply to take out the Graduate Diploma in Communication.

Course Duration:

2 years full- time or equivalent part- time

Admission Requirements:

At least a Bachelor's degree in Communication (or with a major in Communication) or a Bachelor's degree in a cognate area, with at least a credit average.

Course Requirements:

Satisfactory completion of a total of 48 credit points as follows--

In the preparatory year:

At least 24 credit points from 2 required units (8 credit points each) and a year- long communication specialisation (8 credit points) as follows:

(a) 16 credit points from two year- long required units - -

3783 Advanced Communication Theory PG

tba Communication Thesis A PG

(b) 8 credit points from one of the following specialisations

3781 Advanced Communication and Continuing Crises PG

3782 Advanced Communication History PG

3784 Advanced Mass Communication PG

3785 Advanced Organisational Communication PG

3786 Advanced Political Communication PG

3787 Communication and Development PG

3789 Communication Policy PG

4245 Diasporic Communication PG

3791 International Communication PG

NOTE:

Not all specialisations will be available in any one year. Availability will depend on staff resources and student demand. Intending students should consult the Head of School on availability.

In the thesis year:

24 credit points from the unit tba Communication Thesis B M (full- time)/tba Communication Thesis B M (part- time). Before commencing their thesis, students must present a satisfactory research proposal to the Faculty Higher Degrees Committee.

Intending students should note that there may be some variation to the course requirements shown above. Further information is available from the program director.

Course Advice:

Students seeking course advice should contact the Program Director.

Program Director:

Association Professor Graeme Osborne 1C145 (06) 201 2644

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Degree of Master of Arts (in Information Studies) (165)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Program Director:

At the postgraduate level, students may undertake a Master of Arts degree course by thesis in one of the following areas of specialisation: archival resources, information and records management, information retrieval, library systems and services, or resources and services for young people.

Course Duration:

The Master of Arts course may be completed in one year of full- time study. Except with the express approval of the Faculty's Higher Degree Committee, no candidate may complete the course in less than one year; and no candidate may take more than four years to complete the course.

Admission Requirements:

For admission to the course, students must demonstrate an understanding of the theory, principles and practices of the knowledge base in their chosen area of specialisation at an advanced level; and competency in the research methodologies appropriate to that knowledge base. These admission requirements may be met through the successful completion of the Graduate Diploma of Arts (Information Studies) in the Masters Preliminary Mode at the University, or its equivalent at another institution; or through completion of an honours degree, BPhil, BLit, or equivalent in a discipline relevant to the proposed thesis topic.

In addition, intending students must present a satisfactory research proposal. The proposal should conform in style and comprehensiveness to the sample proposals available from the Program Director of Library and Information Studies, and must be submitted to the Faculty's Higher Degree Committee for approval. In some cases, students may also be required to undertake appropriate bridging units covering the knowledge base, research methodology or formulation of a thesis proposal.

Course Requirements:

During their candidature, students are enrolled in the unit 2251 Information Studies Thesis M (part- time) or 2827 Information Studies Thesis M (full-time). In addition, Canberra- based students are expected to participate fully in the Postgraduate Seminar program. Students interested in pursuing this course should request the publication A Handbook for Students in Postgraduate Courses, Part B: Thesis Requirements, from the Program Director of Library and Information Studies.

Intending students should note that there may be some variation to the course requirements given above. Further information is available from the program director.

Course Advice:

Students seeking course advice should contact the Program Director.

Program Director:

Dr Peter Clayton 1C110 (06) 201 2015

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Degree of Doctor of Philosophy (246)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Program Director:

Communication Specialisation

The areas which potentially offer supervision are:

· Communication and Culture

· Communication History

· Communication Policy

· Communication Theory

· Comparative Communication

· Communication Language and Literature

· Communication and Technology

· Development Communication

· Environmental Communication

· Epistemological Issues in Communication

· Intercultural Communication

· International Communication

· Mass Communication

· Organisational Communication

· Political Communication

Course Duration:

Minimum candidature is three years of full-time study (or two years full-time subject to the granting of status) and a maximum of five years of full-time study.

Admission Requirements:

Entry requirements for the PhD are an honours degree at first class or 2A level, or a masters degree, or a postgraduate diploma with average results of at least credit level. These qualifications must be in Communication or a closely related discipline.

Candidates (particularly those from cognate disciplines) may be required to undertake bridging studies before commencing the PhD thesis. Note that such bridging studies cannot count towards the PhD.

Course Requirements:

The degree is by thesis alone, with enrolment in the unit 4096 Doctoral Thesis in Communication D (full- time), or 4097 Doctoral Thesis in Communication D (part- time). Intending applicants should discuss their proposal in the first instance with Associate Professor G Osborne, telephone (06) 201 2644/2008.

Program Director:

Associate Professor Graeme Osborne 1C145 (06) 201 2644

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Information Studies Specialisation

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Program Director:

The areas of information studies in which the degree may be pursued are:

archival resources

information and records management

information retrieval

library systems and services

resources and services for young people.

Course Duration:

Minimum candidature is three years of full-time study or two years (subject to the granting of status) and a maximum of five years of full-time study.

Admission Requirements:

Entry requirements for the PhD are an honours degree at first class or 2A level, or a masters degree, or a postgraduate diploma with average results of at least credit level. These qualifications must be in Information Studies or a closely related discipline.

Candidates (particularly those from cognate disciplines) may be required to undertake bridging studies before commencing the PhD thesis. Note that such bridging studies cannot count towards the PhD.

Course Requirements:

The degree is by thesis alone, with enrolment in the unit 4096 Doctoral Thesis in Communication D (full- time), or 4097 Doctoral Thesis in Communication D (part- time).

Course Advice:

Intending candidates should contact the Program Director of Library and Information Studies for further information and to discuss their proposal.

Program Director:

Dr Peter Clayton 1C110 (06) 201 2015.

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General Information

- Faculty Staff
  - Dean and Professor of Education:
  - Executive Officer:
  - Executive Assistant:
- General Enquiries:
- Curriculum Resources Centre
- Centre for Human Resource Development Studies
- Field Classes
- General Studies Units
- General Advice to Teacher Education Students

Faculty Staff

Dean and Professor of Education:

Professor James Walker (to 31/12/1994)

Executive Officer:

Ms Kerry Bazeos

Executive Assistant:

Ms Liz McMahon

General Enquiries:

5C Reception Desk (06) 201 2494

The Faculty of Education offers courses leading to the awards indicated on the previous page. Students should refer to the section of this Handbook entitled Information for Students, in particular those paragraphs covering definition of University terms, admission, enrolment and academic progress. Prospective and newly- enrolled students should also note the knowledge assumed for each course.

The major aims of these courses include:

· sensitivity to the needs and characteristics of learners;

· awareness of the social context and implications of education;

· understanding of basic problems and issues and awareness of the contributions of the various disciplines towards the solving of these;

· self- awareness, including awareness of the roles of the educator's personal concepts, values and modes of operation in the encouragement of learning;

· knowledge, skills and attitudes sufficient for efficient operation at the stage of an educationalist's career towards which each course is directed;

· desire for continued study and development;

· flexibility, enabling constructive work in given conditions, including the seeking of better solutions.

To foster these aims the programs are interdisciplinary and cross- disciplinary, inviting students to make a personal synthesis of the disciplines involved in the study of education, which is centred in the Faculty of Education and, as appropriate, general studies and supporting studies centred in other Faculties of the University and other affiliated institutions.

Programs are deliberately varied in teaching- learning method, involving large group, small group and individual activities, the use of various media, and a wide variety of field work and assignments. Within the Faculty of Education, evaluation is normally by continuous assessment rather than terminal examination, and students are generally consulted on the assessment procedures to be followed and are involved in continuing processes of evaluation and further development of the courses.

Curriculum Resources Centre

Within the Faculty of Education, there is a Curriculum Resources Centre designed specifically for the staff and students of the Faculty to cater for teaching needs, curriculum studies and curriculum development. It has a stock of multimedia material, and facilities for studying, duplicating, craftwork or just borrowing.

Centre for Human Resource Development Studies

This is a specialist centre established in the Faculty of Education to cater for the professional development of national and international human resource practitioners and other professionals who facilitate the development of learning organisations. A brochure is available from the Centre.

Field Classes

Many of the units students are required or elect to undertake contain compulsory elements of field experience, and students will be expected to meet their own transport costs to and from placements.

General Studies Units

Students are supplied with a General Studies booklet during their orientation sessions.

General Advice to Teacher Education Students

The University of Canberra is an educational and training institution rather than an employing authority. Students are advised to acquaint themselves with any specific requirements of employing authorities that are additional to academic requirements.

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Degree of Bachelor of Applied Science in Health Education (025)

- Course Duration:
- Assumed Knowledge:
- Useful Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Professional Recognition:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

This course is designed for those wishing to become educators in health development, health maintenance and community health. This professional preparation is also applicable to other education, health and welfare settings.

The program involves study in the Faculty of Education and in other Faculties of the University and covers four strands: health education studies, bio-enviro-heritage science studies, social science studies, and general studies electives. These studies will involve work alongside students preparing to enter a wide variety of professions.

Course Duration:

3 years full- time or equivalent part- time, maximum period of study 10 years.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Useful Knowledge:

Any social science, such as anthropology, sociology, psychology, and any human, biological or environmental sciences.

Course Requirements:

Satisfactory completion of 24 units (at least 74 credit points) as set out below--

(a) 20 required units as follows:

(i) 12 required health education studies units (at least 35 credit points);

(ii) 6 or 4 required biomedical/environmental/heritage science studies units (at least 13 credit points with at least one 3/4 level unit);

(iii) 4 or 6 required social science studies units (at least 14 credit points);

(b) 2 units (at least 6 credit points) with at least one unit at 5/6 level, to construct a six unit major, in the field chosen for either (a) (ii) or (a) (iii) above; and

(c) 2 other elective units to make up at least 74 credit points.

Electives:

The program offers choice in the sequence of units, and choice in general studies elective units. Certain units are required; course advice will list these. This is important for intended professional practice. Students will need to plan well ahead and notify the Faculty of their plans, so that classes to meet expressed needs can be arranged in time.

Course Advice:

Students should seek course advice from their course convener in the selection of units.

Professional Recognition:

The course is recognised as a cross- disciplinary course of study applying to many fields of employment.

Course Convener:

Mr Chris Higgisson, 5B74 (06) 201 2482

Typical Fulltime Course Structure:

Bachelor of Applied Science in Health Education

Note: The letters in brackets indicate the paragraphs of the Course Requirements above.

YEAR 1

Semester 1

0007 Health Education Studies 1 (a)(i)

0715 Basic Sociology (a)(iii)

2436 Nature of Adult Learning+ (a)(iii)

Elective* (a)(ii)

Semester 2

0017 Health Education Studies 2 (a)(i)

3440 Health Education Studies 2P (a)(i)

1868 Human Development: Lifespan+ (a)(iii)

Elective* (a)(ii)

Elective** (c)

YEAR 2

Semester 1

0118 Health Education Studies 3 (a)(i)

Unspecified Health Studies unit (a)(i)

Elective* (a)(ii)

Elective# (b)

Semester 2

3439 Health Education Studies 4 (a)(i)

0128 Health Education Studies 5 (a)(i)

Elective* (a)(ii)3438 Health Education Studies 5P (a)(i)

Elective** (c)

YEAR 3

Semester 1

3437 Health Education Studies 6 (a)(i)

3436 Health Education Studies 6P (a)(i)

1619 School Health Promotion+ (a)(iii)

Semester 2

3435 Health Education Studies 7 (a)(i)

3434 Health Education Studies 7P (a)(i)

Elective# (b)

+ With the permission of the Dean of the Faculty, a student may undertake one or both of the following units in lieu of these units: 1306 Special Study in Health Education 2; 1307 Special Study in Health Education 3, or alternatively, add both to make a 6- unit major rather than a 4- unit sub- major.

* These units, reflecting prerequisite patterns, are to be drawn from one of the fields of cultural heritage, environmental/ecological sciences, environmental/resource sciences, human biology, nutrition, or sports sciences, and may be undertaken in any semester, not necessarily those indicated here. A 4- unit sub- major or 6- unit major may be undertaken.

These 2 units (at least 6 credit points) with at least one unit at 5/6 level, to construct a six unit major, in the field chosen for either (a) (ii) or (a) (iii) above. Note: The 2 social science studies units to complete a major in (a) (iii) should be drawn from one of the fields of administration, communication, economics, education, law, media, politics, sociology or women's studies or as approved by the Dean of the Faculty.

** Students undertake 2 other elective units (to make up at least 74 credit points) - - 1100 Health, Lifestyle and Education; 1762 Human Sexuality; or other professionally appropriate units drawn from the fields listed in (a) (ii) above, or the social science studies areas listed, or other units approved by the Dean of the Faculty.

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Bachelor of Education Courses

Undergraduate teacher education courses are offered by the Faculty in three areas of teaching specialisation:

Early Childhood: ages 3 - 8 years

Primary: ages 5 - 12 years

Secondary: ages 12 - 18 years

The bachelor degree programs involve a balance between education and teaching studies taken within the Faculty of Education, and general studies pursued in other Faculties or other tertiary institutions. The programs aim to integrate educational theory and practice, and the emphasis on field experience will include a school- based semester. The final year program is structured to allow students to develop expertise in areas of special interest.

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HANDBOOK 1995

Degree of Bachelor of Education Early Childhood (218)Degree of Bachelor of Education Primary (219)

- Course Duration:
- Assumed Knowledge:
- Mathematics Competency Test:
- Course Requirements:
- Elective Sequence and General Studies:
- Field Experience:
- Course Advice:
- Professional Recognition:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - YEAR 4
    - Semester 1
    - Semester 2

Course Duration:

4 years full- time or equivalent part- time. Maximum period of study 10 years.

Assumed Knowledge:

ACT: Majors in Mathematics (T), and English (T); NSW: 2u Mathematics and 2u English. (The NSW State Minister for Education has stated that, from 1995, students wanting to enter the teaching profession will be required to study both 2u Mathematics and 2u English at the HSC level.)

Mathematics Competency Test:

All students admitted to the Early Childhood/Primary Education courses will be required to sit a basic skills competency mathematics test. This test will normally be held during the New Student Enrolment Program. Students who fail this test in first semester must enrol in the elective unit, 3480 Teaching Mathematics: Reflections Directions and Connections, which must be successfully completed before enrolling in the unit, 1847 Studies in Mathematics Education A, unless with permission of the course convener.

Course Requirements:

Satisfactory completion of at least 97 credit points as follows:

(a) 64 credit points of required units (including 2 units in specialised areas in Year 4);

(b) an elective sequential grouping of 6 units (at least 18 credit points), of which at least 1 unit shall be at semester level 5 or higher;

(c) the equivalent of 5 other units (at least 15 credit points) chosen from appropriate General Studies units and units in Specialised Areas, approved by the Dean of Faculty; and

(d) satisfactory completion of the requirements for the Mathematics Competency Test as described above.

Elective Sequence and General Studies:

Units included in the sequential grouping taken under paragraph (b) shall be approved by the Dean of Faculty, acting with the advice of the Dean of Faculty responsible for the units in the elective area of study. Students will be supplied with a general studies booklet during their orientation sessions.

Under paragraph (c) above, at least 3 of the units will be general studies units and will include 0647 Music A and 1097 Art A. The unit 3472 Psychology 1 cannot be substituted for the unit 1766 Human Development and Learning or be taken as a general studies elective, except with the specific approval of a course convener. Nor can this unit (3472 Psychology 1) be counted towards an elective major but there are six additional units in applied psychology which can be used to make up a required six unit major. Students wishing to undertake an applied psychology major should undertake an appropriate sequence of units. Students must consult the course convener in the Faculty of Education before undertaking such a major and must also check with the convener of psychology in the Faculty of Applied Science. Students should also be aware that this is not an accredited psychology major with the Australian Psychological Society; however an accredited major is available through the ANU.

Field Experience:

This course requires extensive field experience in schools. This consists of periods of block practice of at least two weeks duration in the first-seven semesters of the course, together with a school- based semester in the third year. Students are advised they will be required to make a full commitment to Semester 5 when no general studies units will be undertaken. In addition, students who find it necessary to have part- time employment (during school hours) are requested to plan for alternative arrangements in this semester.

Education Field Experience 7 is normally undertaken in first semester of Year 4 but may, with the permission of the course convener, be undertaken in Semester 2, Year 4.

Course Advice:

All students must seek the advice of the course convener for approval of their study program.

Professional Recognition:

The Bachelor of Education (Early Childhood and Primary) courses are fully accredited and recognised as teaching qualifications throughout Australia.

Course Convener:

Associate Professor Clem Annice 5B79 (06) 201 2477

Typical Fulltime Course Structure:

Bachelor of Education (Early Childhood/Primary)

Note: The letters in brackets indicate the paragraphs of the course requirements above.

YEAR 1

Semester 1

1763 Introduction to Teaching (a)

1764 Studies in Movement Education (a)

1765 Education Field Experience 1 (a)

2 General Studies Units

Semester 2

1766 Human Development and Learning (a)

1847 Studies in Mathematics Education A (a)

1848 Studies in Language Education A (a)

1849 Education Field Experience 2 (a)

1 General Studies Unit

YEAR 2

Semester 1

2136 Studies in Language Education B# (a)

2155 Teaching English in a Pluralistic Society (a)

2201 Education Field Experience 3 (a)

2 General Studies Unit

Semester 2

2141 Social Perspectives on Education# (a)

2153 Studies in Social Science Education# (a)

2151 Studies in Science and Technology Education# (a)

2212 Education Field Experience 4 (a)

1 General Studies Unit

YEAR 3

Semester 1

(Sem. 1 is School-based)

1851 Language Across the Curriculum (a)

1852 Pluralism in the Classroom (a)

1853 Organisation of and Participation in Schooling (a)

1850 Studies in Mathematics Education B (a)

1854 Education Field Experience 5 (a)

Semester 2

2508 Critical Reflections on Teaching, Learning and Schooling+ (a)

2506 Studies in Art Education+ (a)

2507 Studies in Music Education+* (a)

2250 Education Field Experience 6 (a)

1 General Studies Unit

YEAR 4

Semester 1

3370 Curriculum Development and Evaluation@ (a)

1856 Education Field Experience 7 (a)^

3 Electives in specialised areas**

Semester 2

3 Electives in specialised areas**

Instead of one of these units, the unit 0540 Special Study in Education 2 may be undertaken with the approval of the Dean of the Faculty.

+ Instead of one of these units, the unit 0541 Special Study in Education 3 may be undertaken with the approval of the Dean of the Faculty.

* 0647 Music A is a prerequisite unit. 1097 Art A elective is a required unit

^ May, with the permission of the course convener, be undertaken in Semester 2.

@ Instead of this unit, the unit 2789 Special Study in Education 4A may be undertaken with the approval of the Dean of the Faculty.

** Instead of one of the units in Specialised Areas, the unit 2790 Special Study in Education 4B may be undertaken with the approval of the Dean of the Faculty. (Students entering fourth year are given a booklet outlining their options for units in specialised areas which change in availability from year to year.)

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HANDBOOK 1995

Degree of Bachelor of Education Secondary (078)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Elective Sequences:
- Field Experience:
- Course Advice:
- Professional Recognition:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - YEAR 4
    - Semester 1
    - Semester 2

The teaching specialisations normally on offer are - -

Art*

Computing

English

English/History

English as a Second Language (ESL)

Languages Other than English (LOTE)

Mathematics

Music

Physical Education

Science

Social Sciences

Students wishing to become music teachers must successfully complete an audition in performance in their major instrument of study (this may be voice) and pass a test in musicianship skills at the School of Music, Institute of the Arts, Australian National University. The double major in music is undertaken at the School of Music.

Students wishing to become physical education teachers must complete a questionnaire in addition to the standard application form. The questionnaire is available from the Faculty and must be returned by the specified date.

* Students who wish to become art teachers are advised to complete a degree program at the Institute of the Arts, before enrolling in a Graduate Diploma in Education.

Course Duration:

4 years full- time or equivalent part- time, maximum period of study 10 years.

Assumed Knowledge:

ACT: Majors in Mathematics (T) and English (T); NSW: 2u Mathematics and 2u English. (The NSW State Minister for Education has stated that, from 1995, students wanting to enter the teaching profession will be required to study both 2u Mathematics and 2u English at the HSC level.)

Course Requirements:

Satisfactory completion of at least 90 credit points as follows:

(a) 33 credit points from 7 required units;

(b) a 6- unit sequence, at least 18 credit points, in one area of secondary teaching specialisation, of which at least 2 units shall be at least level 5 or higher;

(c) a 6- unit elective major sequence, at least 18 credit points, in the same area; or in a different area of secondary teaching specialisation as that chosen in paragraph (b), of which at least 2 units shall be at level 5 or higher;

(d) a 4- unit sub- major sequence, at least 12 credit points, in the same or a different area of secondary teaching specialisation as that chosen in paragraph (b), or as chosen in paragraph (c), of which at least 2 units shall be at level 3 or higher; and

(e) 3 elective units, at least 9 credit points, chosen from any appropriate units, as approved by the Dean of Faculty.

Elective Sequences:

Units included in these sequences shall be approved by the Dean of Faculty, acting with the advice of the Dean of Faculty responsible for the units in the chosen area of study.

Field Experience:

The course requires extensive field experience in schools. This consists of a two- week block in the second semester of the second year, and five weeks in each semester of the fourth year.

Course Advice:

Students undertaking the Bachelor of Education (Secondary) course should seek course advice related to individual course structures suited to secondary teaching, since State and Territory requirements impose considerable constraints on both the teaching area and the type and constitution of majors and sub- majors.

Professional Recognition:

The Bachelor of Education (Secondary) course is fully accredited and recognised as a teaching qualification throughout Australia.

Course Convener:

Dr James Mitchell 5B7 (06) 201 2473

Typical Fulltime Course Structure:

Bachelor of Education (Secondary)

Note: The letters in brackets indicate the paragraphs of the Course Requirements above.

YEAR 1

Semester 1

Specialisation Unit (b)

Elective Major (c)

Sub- Major (d)

Elective (e)

Semester 2

Specialisation unit (b)

Elective Major (c)

Sub- Major (d)

Elective (e)

YEAR 2

Semester 1

Specialisation Unit (b)

Elective Major(c)

Sub- Major (d)*

Elective (3)

Semester 2

2095 Adolescent Development and Learning (a)

2105 Language and Learning (a)

Specialisation Unit (b)

Elective Major (c)

YEAR 3

Semester 1

Specialisation Unit (b)

Elective Major (c)

Sub- Major (d)

Semester 2

Specialisation Unit (b)

Elective Major (c)

Sub- Major (d)*

YEAR 4

Semester 1

2686 Education Studies 1A (a)

2687 Education Studies 1B (a)

Teaching Studies 1 (a)

Semester 2

2688 Education Studies 2 (a)

Teaching Studies 2 (a)

2689 Elective in Teaching (optional)

* This unit of the sub- major may be taken either in Year 2 Semester 1 or Year 3 Semester 2 but students are reminded of the intensive nature of upper level Year 3 General Studies units.

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HANDBOOK 1995

Degree of Bachelor of Education (Conversion)

The Faculty offers Bachelor of Education conversion courses in early childhood, primary and secondary education.

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HANDBOOK 1995

Bachelor of Education Early Childhood (198) ConversionBachelor of Education Primary (199) Conversion

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice/Approval:
- Professional Recognition:
- Course Convener:

Course Duration:

1 year full- time or equivalent part time; maximum period of study 4 years.

Admission Requirements:

Applicants for these conversion courses must have at least two years of full- time teaching experience or equivalent professional experience and have successfully completed a three- year Diploma of Teaching or its equivalent.

Course Requirements:

Satisfactory completion of at least 25 credit points, (8 units) as follows:

(a) 4 credit points from the required unit 3370 Curriculum Development and Evaluation (or, with approval of the Dean of Faculty, the unit 2789 Special Study in Education 4A)

and at least 21 credit points from:

(b) 6 units in any appropriate area or areas of study, including at least one unit at level 5 or higher, plus

(c) either 1 general studies elective unit or 1 education elective unit.

Depending on units selected, the total credit points for the program may exceed 25.

Electives may be undertaken in areas such as special education*, health studies, computing, TESL, linguistics, literary studies, science, mathematics, languages.

* Upgrading students may specialise in special education completing a package of units from the Graduate Diploma in Special Education course plus the unit 3370 Curriculum Development and Evaluation. This opportunity is appropriate for cadets funded by the NSW Department of School Education to undertake special education training.

Course Advice/Approval:

Units taken must be approved by the Dean of Faculty of Education, acting when necessary with the advice of the Dean of the Faculty responsible for the units in the area or areas of study.

Professional Recognition:

The Bachelor of Education (Early Childhood and Primary) courses are fully accredited and recognised as teaching qualifications throughout Australia.

Course Convener:

Associate Professor Clem Annice 5B79 (06) 201 2477

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HANDBOOK 1995

Degree of Bachelor of Education Conversion Secondary (200)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Elective Sequence:
- Course Structure A
- Course Structure B
- Course Advice/Approval:
- Alternative Course Structure:
- Professional Recognition:
- Course Convener:

Course Duration:

1 year full- time or equivalent part- time Maximum period of study 4 years.

Admission Requirements:

Normally applicants with at least two years of full- time secondary teaching experience or equivalent professional experience and who have successfully completed a three- year Diploma of Secondary Teaching, or its equivalent, qualify for admission to the Secondary undergraduate in- service conversion course. The conversion course may be taken in either of two structures described below.

Course Requirements:

Satisfactory completion of at least 25 credit points from eight units or equivalent (see course structures set out below).

Elective Sequence:

Students are able to choose from a range of unit options to form a coherent, individualised program. The chosen program enables students to build on their knowledge and expertise in their teaching specialisation or to develop expertise in an additional teaching area or to gain knowledge and skills in other educational roles.

Suitable examples of programs may include a sequence of six general studies units (a "major") or a sequence or coherent grouping of units chosen from general studies areas and/or from specialised Education units appropriate for the purposes of this course. Groupings and sequences may include units from areas such as special education, computing studies, educational administration, Aboriginal studies/minority groups, counselling, health studies, applied linguistics, teaching English as a second language, or any other coherant set of units available in other faculties.

Students will utilise the unit 3370 Curriculum Development and Evaluation to apply the experiences and knowledge of their area(s) of specialisation to an educational setting. All students including part- time students will therefore be required to undertake this unit at the end of their course.

Course Structure A

(a) The unit 3370 Curriculum Development and Evaluation (or, with the approval of the Dean of Faculty, the unit 0542 Special Study in Education 4); and

(b) Seven additional units, at least 21 credit points, from six units in any appropriate area or areas of study, including at least two units at level 5 or higher, and either one general studies elective or one education elective unit. (** If a student lacks the prerequisites for specific units in a particular area, then they may be required, at the discretion of the Dean of the Faculty of Education to undertake more than these minimum credit points.)

Course Structure B

(a) A major of six units or equivalent.

(b) Teaching Studies (double unit).

Course Advice/Approval:

Units taken under paragraphs (b) above (both course structures) must be approved by the Dean of the Faculty of Education, acting when necessary with the advice of the Dean of Faculty responsible for the units in the area(s) of study.

Alternative Course Structure:

Students in the undergraduate Secondary conversion course who seek to develop a new field of teaching should complete a major (6 units) of general studies in that field and replace the unit 3370 Curriculum Development and Evaluation with the relevant Teaching Studies unit (Course Structure B).

Professional Recognition:

The BEd (Secondary Conversion) course is fully accredited and recognised as a teaching qualification throughout Australia.

Course Convener:

Dr James Mitchell 5B7 (06) 201 2473

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HANDBOOK 1995

Degree of Bachelor of Education in Human Resource Development (291)

- Course Duration:
- Admission Requirements:
- Professional Practice:
- Course Requirements:
- Electives:
- Course Advice:
- Professional Recognition:
- Course Convener:
- Course Structure
  - Stage 1
    - Professional Development
    - Systems Analysis
    - Communication Systems
  - Stage 2
    - Professional Development
    - Systems Analysis
    - Communication Systems
  - Stage 3
    - Professional Development
    - Systems Analysis
    - Communication Systems
  - Stage 4
    - Professional Development
    - Systems Analysis
    - Communication Systems

This program provides a professional preparation for human resource development practitioners and adult educators and is designed for those who have a teaching or training role with adults. People who participate in the course include line managers; instructors in the services (both military and civilian); instructors in tertiary institutions; nurse, health and family planning educators; instructors in police academies; and training and staff development personnel in the public service, industry and education. Typically, such people are well qualified and experienced in their discipline area and are seeking a formal educational qualification.

The Bachelor of Education in Human Resource Development involves the completion of the subsumable Diploma of Education in Human Resource Development and additional units forming a six- unit major in a professional relevant disciplines.

Course Duration:

4 years full- time or equivalent part- time

Admission Requirements:

The normal University admission requirements apply, with the additional requirement that applicants need to hold a full- time or part- time teaching/training/managing position in human resource development or Education concurrently with their studies of core units.

Professional Practice:

As the course is considered to be in- service, the program has Professional Practice requirements which must be undertaken concurrently with the first two professional development units.

Course Requirements:

Satisfactory completion of at least 29 units (totalling 96 credit points) as follows--

(a) 12 required human resource development : adult education units;

(b) 6- unit major in professionally relevant discipline;

(c) An elective sub-major of 12 credit points

(d) Either advanced standing, if relevant, *or* elective units of 21 credit points.

Electives:

The elective studies strand is that set of units dealing with, and/or supporting, the discipline in which the student is engaged as an adult educator/HRD practitioner, or may be drawn from any area of the University, including the Faculty of Education.

Course Advice:

For course advice and further information; intending students should contact the course convener or the HRD administrative liaison officer on (06) 201 2283.

Professional Recognition:

Recognised by Canberra Institute of Technology (CIT) as a teaching qualification.

Course Convener:

Ms Barbara Chambers 5C61 (06) 201 5141

Course Structure

Bachelor of Education in Human Resource Development

The following are required units -

Stage 1

Professional Development

3524 Skills & Strategies in HRD

Systems Analysis

3533 Analysis of Methods in HRD

Communication Systems

3276 Introduction to Human Communication

Stage 2

Professional Development

3522 Strategy Design & Implementation in HRD

Systems Analysis

3529 Program Design & Measurement in HRD

Communication Systems

3532 Communication in Organisations

Stage 3

Professional Development

3266 Theory & Principles of Adult Education

Systems Analysis

3272 Theory & Principles of Systems Evaluation

Communication Systems

3278 Theory & Principles of Group Dynamics

Stage 4

Professional Development

3268 Complex Strategies in HRD

Systems Analysis

3528 Research Methods in HRD

Communication Systems

3531 Management & Leadership in HRD

In addition students are required to complete a six- unit major in a professionally relevant discipline plus three elective units.

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HANDBOOK 1995

Diploma of Teaching Early Childhood and Primary*

* This award is available only as a subsumable award within the Bachelor of Education Early Childhood/Primary Course, and is not available to students who begin their courses after 1993.

Students enrolled in the course should refer to the 1993 University of Canberra Handbook for details of the academic requirements of the course.

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HANDBOOK 1995

Diploma of Education in Human Resource Development (292)

- Course Duration:
- Admission Requirements:
- Professional Practice:
- Course Requirements:
- Elective Studies:
- Course Advice:
- Professional Recognition:
- Course Convener:
- Course Structure:
  - Stage 1
    - Professional DevelopmentSystems AnalysisCommunication Systems
  - Stage 2
    - Professional Development
    - Systems Analysis
    - Communication Systems
  - Stage 3
    - Professional Development
    - Systems Analysis
    - Communication Systems
  - Stage 4
    - Professional Development
    - Systems Analysis
    - Communication Systems

This program provides a professional preparation for human resource development practitioners and adult educators and is designed for those who have a teaching or training role with adults. People who participate in the course include line managers; instructors in the services (both military and civilian); instructors in tertiary institutions; nurse, health and family planning educators; instructors in police academies; and training and staff development personnel in the public service, industry and education. Typically, such people are well qualified and experienced in their discipline area and are seeking a formal educational qualification. The Diploma of Education in HRD is subsumable within the Bachelor of Education in Human Resource Development.

Course Duration:

3 years full- time (or equivalent part- time)

Admission Requirements:

The normal University admission requirements apply, with the additional requirement that applicants need to hold a full- time or part- time teaching/training/managing position in human resource development or Education concurrently with their studies of core units.

Professional Practice:

As the course is considered to be in- service, the program has Professional Practice requirements which must be undertaken concurrently with the first two professional development units.

Course Requirements:

This diploma course will normally involve--

(a) 12 units of adult education/HRD studies

(b) Elective studies of 15 credit points. Units are arranged in three strands of 4 units each (professional development, educational systems analysis and human communications).

(c) Advanced standing may be given (or, if not granted, a sub-major of 12 credit points in a cognate field with elective units to be negotiated with course co-ordinator).

Elective Studies:

The elective studies strand is that set of units dealing with and/or supporting the discipline in which the student is engaged as an adult educator/HRD practitioner, or may be drawn from any area of the University, including the Faculty of Education.

Course Advice:

For course advice and further information; intending students should contact the course convener or the HRD administrative liaison officer on (06) 201 2283.

Professional Recognition:

Recognised by the Canberra Institute of Technology (CIT) as a teaching qualification.

Course Convener:

Ms Barbara Chambers, 5C61 (06) 201 5141

Course Structure:

Diploma of Education in Human Resource Development

Students undertake the following required units--

Stage 1

Professional DevelopmentSystems AnalysisCommunication Systems

3524 Skills & Strategies in HRD

3533 Analysis of Methods in HRD

3276 Introduction to Human Communication

Stage 2

Professional Development

3522 Strategy Design & Implementation in HRD

Systems Analysis

3529 Program Design & Measurement in HRD

Communication Systems

3532 Communication in Organisations

Stage 3

Professional Development

3266 Theory & Principles of Adult Education

Systems Analysis

3272 Theory & Principles of Systems Evaluation

Communication Systems

3278 Theory & Principles of Group Dynamics

Stage 4

Professional Development

3268 Complex Strategies in HRD

Systems Analysis

3528 Research Methods in HRD

Communication Systems

3531 Management & Leadership in HRD

In addition students are required to complete two elective units which can come from any first level units within the University.

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HANDBOOK 1995

Graduate Certificate in Community Counselling (260)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Coursework Options:
- Course Advice:
- Course Convener:
- Typical Parttime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2

The postgraduate courses in community counselling allow students, coming from a variety of disciplines, to build on previous experience, to gain new knowledge and techniques and then to apply their knowledge and these techniques from the perspective of their individual discipline areas. Such disciplines might include education, psychology, sociology, management, religious studies and health and human services.

The programs are designed for professionals wanting counselling skills, for example student welfare at schools, pastoral care, careers' co- ordinators, welfare officers, personnel involved in community support schemes, Lifeline and family counsellors, equal opportunity staff, public service personnel where counselling skills are required, and people working with minority groups.

The courses combine theory with a high degree of workshop experiences and emphasis on the development of practical skills in counselling. The Graduate Certificate course (260) comprises the first year of the two years of part- time study involved in the Graduate Diploma course (147). Both courses involve between seven and nine hours of class contact per week each semester.

Course Duration:

1 year part- time

Admission Requirements:

The courses have been specifically designed for community workers who are working in counselling areas, yet may not have a degree with a psychology major.

The minimum admission requirements are as follows:

Either

(a) possession of a minimum of an accredited three- or four- year undergraduate degree or an equivalent qualification, with at least two years' approved professional counselling experience and some staff development in the counselling area;

or

(b) possession of a minimum of an accredited three- or four- year undergraduate degree or an equivalent qualification, with at least two years' approved professional counselling experience and coursework in the counselling area as part of their undergraduate course.

Applicants should attach to the application form all relevant academic documents (certified copies) and a brief written statement about background and reasons for applying.

Students may be interviewed for personal suitability and appropriateness for the course.

Course Requirements:

Satisfactory completion of 14 credit points of required units.

Coursework Options:

The purpose of the coursework is for students to be assisted in a problem- solving approach to real life issues. Content will be selected and pursued in depth to arrive at solutions to common situations in work settings. Within the course students may select one optional area for application of theory and practice learned in the core units. Current options may include:

crisis counselling, stress management, bereavement counselling, parent training, counselling young children, human sexuality, hypnotherapy, art therapy, in- depth counselling, body therapy, career counselling, counselling the elderly, counselling women, counselling men, assertion training, behaviour management, family counselling, marriage counselling, counselling minority groups, drug and addiction counselling, offender counselling, pain management, action methods and group work counselling, student counselling and pastoral care, the use of metaphor and myth in counselling.

Course Advice:

Students needing course advice should contact the course convener.

Course Convener:

Dr Sandi Plummer 5B76 (06) 201 2484.

Typical Parttime Course Structure:

Graduate Certificate in Community Counselling

YEAR 1

Semester 1

3557 Introduction to Counselling PG (year- long)

4235 Community Field Experience PG1 (year-long)

Semester 2

3557 Introduction to Counselling PG (cont'd)

3558 Applications of Counselling PG1

4235 Community Field Experience PG1 (cont'd)

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HANDBOOK 1995

Graduate Certificate in Human Resource Development (265)

- Special Note:
- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Professional Recognition:
- Course Convener:
- Typical Fulltime Course Structure:

As part of the Commonwealth Government's agenda to restructure the work force, and in the process to improve the nation's productivity, there is to be a national system that describes the competencies and standards for every occupation. From this is to emerge an effective, efficient, responsive and coherent national vocational system that will require a substantial change in the curriculum and, in turn, the acquisition of different competencies by HRD practitioners.

The course has been designed to meet the changed requirements of practitioners as described in the HRD competencies. It recognises the need for practitioners to acquire an understanding of the new approach, to be able to design Competency Based Training to national standards, to conduct Competency Based Training, to write Competency Based Assessments, to integrate on- and off- the- job training, and to conduct Recognition of Prior Learning assessments.

The objectives of the course are:

· to provide training more substantial than the minimum required by the Training Guarantee Act;

· to offer a program that will require one year or less part- time study, depending on the mode of delivery;

· to provide for the HRD competencies as defined so far; and

· to enable practitioners to function fully within the new training framework.

The course is fully articulated with the Graduate Diploma in HRD and beyond.

Special Note:

This course is available on a full- fee paying basis only, and places on the course are strictly limited. The cost in 1995 will be approximately $5000 ($6,500 residential).

Course Duration:

One semester full- time or equivalent part- time.

Admission Requirements:

Degree or equivalent, or as approved by the Dean of Faculty. A small percentage of non- degree students with relevant experience may be admitted.

Course Requirements:

The course requires the completion of three graduate level units totalling at least 16 credit points as follows:

(a) Two compulsory core (double) units totalling 13 credit points; and

(b) One elective unit of 3 credit points chosen from the list below.

Course Advice:

For course advice and further information, students should contact the course convener.

Professional Recognition:

Recognised by the Institute of Value Management Australia.

Course Convener:

Dr Francesco Sofo 5C69 (06) 201 5123

Typical Fulltime Course Structure:

Graduate Certificate in Human Resource Development

Semester 1 3523 Skills and Strategies in HRD G

3521 Strategy Design and Implementation in HRD G

Elective G Unit*

* One elective graduate unit to be selected from:

3412 Theory and Principles of System Evaluation G

3527 Research Methods in HRD G

3414 Theory and Principles of Group Dynamics G

3530 Management and Leadership in HRD G

3537 HRD Project G: Adult Education

3525 Research Project in HRD G

or

One unit from the electives offered in the Graduate Certificate in Human Resources Management within the Faculty of Management--

3971 Organisational Behaviour G

3925 Elements of HRM G (HRM 1)

3959 Managing Individual and Organisational Change G (HRM 2)

3926 Emerging Issues in HRM G (HRM 3)

3893 Strategic Business Planning G

3942 Introduction to Planning and Policy G

3951 Law of Employment G

In some cases the selection of the elective unit will be constrained by the requirement for students to meet prerequisites.

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HANDBOOK 1995

Graduate Diploma in Community Counselling (147)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Coursework Options:
- Course Advice:
- Course Convener:
- Typical Parttime Course Structure:
  - YEAR 1
    - Semester 1 & Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2

The postgraduate courses in community counselling allow students, coming from a variety of disciplines, to build on previous experience, to gain new knowledge and techniques and then to apply their knowledge and these techniques from the perspective of their individual discipline areas. Such disciplines might include education, psychology, sociology, management, religious studies and health and human services.

The programs are designed for professionals wanting counselling skills, for example student welfare at schools, pastoral care, careers' co- ordinators, welfare officers, personnel involved in community support schemes, Lifeline and family counsellors, equal opportunity staff, public service personnel where counselling skills are required, and people working with minority groups.

The courses combine theory with a high degree of workshop experiences and emphasis on the development of practical skills in counselling. The Graduate Certificate course (260) comprises the first year of the two years of part- time study involved in the Graduate Diploma course (147). Both courses involve between seven and nine hours of class contact per week each semester.

Applicants should attach to the application form all relevant academic documents (certified copies) and a brief written statement about background and reasons for applying.

Course Duration:

2 years part- time. The Graduate Certificate in Community Counselling is a subsumable award within the Graduate Diploma in Community Counselling. The Graduate Diploma in Community Counselling involves one year of part- time study following the completion of the Graduate Certificate in Community Counselling.

Admission Requirements:

Students must have satisfactorily completed the requirements of the Graduate Certificate in Community Counselling (260) or its equivalent.

Students may be interviewed for personal suitability and appropriateness for the course.

Course Requirements:

Satisfactory completion of 29 credit points made up of the Graduate Certificate units plus 5 semester units.

Coursework Options:

The purpose of the coursework is for students to be assisted in a problem- solving approach to real life issues. Content will be selected and pursued in depth to arrive at solutions to common situations in work settings. Within the course students may select two optional areas for application of theory and practice learned in the core units. Current options may include:

crisis counselling, stress management, bereavement counselling, parent training, counselling young children, human sexuality, hypnotherapy, art therapy, in depth counselling, body therapy, career counselling, counselling the elderly, counselling women, counselling men, assertion training, behaviour management, family counselling, marriage counselling, counselling minority groups, drug and addiction counselling, offender counselling, pain management, action methods and group work counselling, student counselling and pastoral care, the use of metaphor and myth in counselling.

Course Advice:

Students needing course advice should contact the course convener.

Course Convener:

Dr Sandi Plummer 5B76 (06) 201 2484

Typical Parttime Course Structure:

Graduate Diploma in Community Counselling

YEAR 1

Semester 1 & Semester 2

Completion of Graduate Certificate in Community Counselling

YEAR 2

Semester 1

3116 Group Counselling PG

3556 Facilitating Change in Organisations and Systems M*

4236 Community Field Experience PG2 (year-long)

Semester 2

3559 Professional Issues in Counselling M

3560 Applications of Counselling PG2

4236 Community Field Experience PG2 (cont'd)

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HANDBOOK 1995

Graduate Diploma in Education Secondary (220)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Teaching Studies Units Areas of Teaching Specialisation:
- School Practicum Component: Exemptions:
- Course Advice:
- Professional Recognition:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2

Course Duration:

1 year full- time or equivalent part- time. Part- time students should note--

(a) the program must normally be completed in two years;

(b) no provision can be made for classes outside those on the normal University timetable;

(c) all units have requirements involving extensive periods of work in schools;

(d) the units Teaching Studies G1 and Teaching Studies G2 require students to be in attendance at their assigned schools practising as teachers for continuous periods of at least five (5) weeks minimum duration;

(e) a preferred part- time sequence of units is available from the Faculty of Education Executive Assistant (5C38).

Admission Requirements:

The entry requirement is a degree from a tertiary institution or equivalent qualification which provides a suitable background for secondary teaching. For this the minimal entry requirement is that of a major or equivalent in the nominated teaching subject areas.

Entry to the course is only possible at the beginning of Semester 1 of the University academic year.

Course Requirements:

Satisfactory completion of seven (7) semester units.

Teaching Studies Units Areas of Teaching Specialisation:

The following subject areas will normally be available for prospective secondary teachers depending on student interest and lecturing staff availability. Students are asked to check the availability of specialisations with the Executive Assistant, Room 5C38, telephone (06) 201 2625.

Agriculture

Art+

Computing

English

English as a Second Language

Health Education

History

Languages Other Than English (LOTE)

Mathematics

Music

Sciences (Biology, Chemistry, Earth Sciences, Physics)

Social Sciences*

* Social Sciences include the following teaching areas: accounting, Australian studies, business studies, economics, legal studies, geography, political science, secretarial studies, social psychology, social studies/social sciences, society and culture (including Asian studies or sociology).

+ Students wishing to become secondary art teachers should already possess an undergraduate degree in Art.

School Practicum Component: Exemptions:

Exemptions will normally not be granted from the in- school component of any course unit. This applies especially to the practice- of- teaching components of Teaching Studies G1 and Teaching Studies G2 (viz 1262 Education Field Experience G1 and 1263 Education Field Experience G2).

All students who have learnt English as a second language and who consider their accents or English ability may affect their teaching performance should seek advice from the convener prior to enrolment in the course.

Course Advice:

For further information and course advice, students should contact the course convener.

Professional Recognition:

The Graduate Diploma of Education (Secondary) course is fully accredited and recognised as a teaching qualification throughout Australia.

Course Convener:

Dr James Mitchell 5B7 (06) 201 2473

Typical Fulltime Course Structure:

Graduate Diploma in Education (Secondary)

YEAR 1

Semester 1

Teaching Studies G1^

1527 Education Studies G1

1262 Education Field Experience G1

Semester 2

Teaching Studies G2^

1528 Education Studies G2

1529 Elective in Teaching G*

1263 Education Field Experience G2

^ One unit to be chosen each semester from those available.

* The unit 1529 Elective in Teaching G, may be chosen from the options available for choice early in Semester 1. In approved cases one of the three following independent study units may be substituted for the 1529 Elective in Teaching G unit:

0433 Curriculum Design Project G

0432 Research Assignment in Education G

0431 Special Study in Education G

To obtain approval to study one of the independent study units, students are required to have completed at a high level of competence two units of the program. Further, they must submit, in anticipation of fulfilling this first requirement, an acceptable proposal which outlines the area of study and the approach to be used by the mid- semester break of the semester prior to the one in which the study is to be done. Details relating to independent studies are available from the Executive Assistant (Room 5C38). Other University units may, with the permission of the Dean of Faculty, be studied in lieu of the 1529 Elective in Teaching G unit.

Please note that:

Teaching Studies G1 is a prerequisite for Teaching Studies G2;

1527 Education Studies G1 is a prerequisite for 1528 Education Studies G2;

Teaching Studies G1 is a prerequisite for 1529 Elective in Teaching G.

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Graduate Diploma in Human Resource Development (290)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Professional Recognition:
- Course Convener:
- Typical Parttime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2

The Graduate Diploma in Human Resource Development is designed for those who are practitioners or intending practitioners in any of the various areas of specialisation in adult education such as managers, trainers and instructors in the Public Service, teachers in technical and further education, personnel in training and development and in human resource development sections in industry. In particular the course is intended to appeal to those currently working in one of these specialist fields who wish to broaden their professional expertise. The course is in- service, practically- based and built around generic concepts of instruction and how adults learn while incorporating a degree of flexibility to cater for differences in organisational or institutional requirements. The course is therefore strictly in- service in nature and applicants will be expected to be employed in adult learning/teaching environments while undertaking their study.

The aim of the course is to assist participants to establish themselves further as professionals in any area of adult education, development and training or in human resource development in industry or in the public sector.

A variety of teaching/learning methods, strategies and processes is implemented during the course and includes lecture/discussion tutorial and workshop sessions, simulation, role- play, case studies and individual student seminar presentations. Other techniques involving self- paced learning, individual learning contracts, and other direct and indirect teaching/learning strategies are utilised and studied.

Course Duration:

As the course is in- service, it is expected that most students will proceed through it on a part- time basis; educationally this is a preferred option. Students proceeding on this basis could complete the course in four or more semesters of part- time study.

Admission Requirements:

The Graduate Diploma in Human Resource Development is available to--

(a) candidates who have successfully completed a first degree in an Australian university or its equivalent. Such candidates would need to have actual full- time or part- time employment in adult learning environments, or the prospect of such employment, so that they are able to undertake the professional practice component concurrently with the first two core units, and

(b) members of professions who hold awards which are, in the opinion of the Admissions Committee, equivalent to a first degree.

Course Requirements:

The course consists of seven semester- length units. Four compulsory units forming a Professional Development Strand make up the core of the course, with students selecting three further units from a specified list.

Course Advice:

Students seeking course advice should contact the course convener.

Professional Recognition:

Recognised by the Canberra Institute of Technology (CIT) as a teaching qualification.

Course Convener:

Ms Barbara Chambers 5C61 (06) 201 5141

Typical Parttime Course Structure:

Graduate Diploma in Human Resource Development

YEAR 1

Semester 1

3523 Skills and Strategies in HRD G

Elective*

Semester 2

3521 Strategy Design and Implementation in HDR G

Elective*

YEAR 2

Semester 1

3267 Theory and Principles of Adult Education G

Elective*

Semester 2

3269 Complex Strategies in Professional Development G

* Electives: Students are required to select any 3 of the following:

3412 Theory and Principles of System Evaluation G

3527 Research Methods in HRD G

3414 Theory and Principles of Group Dynamics G

3530 Management and Leadership in HRD G

3525 Research Project in HRD G (subject to course rules and conditions)

3537 Human Resource Development Project G (subject to course rules and conditions)

An elective from the Faculty of Management or other Faculty which is relevant to their professional role.

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Graduate Diploma in Special Education (056)

- Specialisations:
- Course Duration:
- Admission Requirements:
- Course Requirements:
- Practicum Component:
- Course Advice:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
- Specialisation Units:
  - Resource-Support Teaching
  - Learning Difficulties
  - Developmental Disabilities
  - Behavioural Disorders

The course is designed for graduates who work in special educational settings; for support staff in regular schools (for example resource teachers, counsellors, speech pathologists); and for workers in community services for people with disabilities. Regular classroom teachers who wish to be better able to cater for children with learning and behavioural disabilities in the regular classroom will also find the course useful. (Applicants for the resource- consultancy strand must have substantial practical experience.)

Students should note that a number of units may be taught in summer and winter "blocks". This arrangement is made available mainly for officers of the NSW Department of Community Services and others interested in working with adults with disabilities.

Specialisations:

There are four specialisations within the Graduate Diploma in Special Education leading to postgraduate professional qualifications with separate emphases, namely resource support teaching, learning difficulties, developmental disabilities, and behaviour disorders. Students may select units across strands with the permission of the course convener.

Course Duration:

1 year full- time or equivalent part- time.

Admission Requirements:

The programs are for experienced teachers and other professionals directly involved with the provision of services to children and adults with special needs because of developmental, learning or behavioural disabilities. Applicants should therefore hold at least a three- year award in Education from an accredited tertiary institution; or be graduates in psychology, applied science or other relevant areas and have practical clinical experience in the provision of programs and services to individuals with disabilities.

Students with a Diploma of Teaching wishing to upgrade with a fourth year of study to a Bachelor of Education may specialise in special education by completing a package of the Graduate Diploma in Special Education course units plus the unit 3370 Curriculum Development and Evaluation.

Course Requirements:

There is a core of four required units, common to all specialisations, plus further required and elective units depending on the specialisation selected. Each specialisation of the diploma comprises eight units (3 credit points each) and two professional experience units (2 credit points each).

Practicum Component:

The required professional experience units involve the completion of 100 hours of practicum in school and/or clinical settings for full-time students (some adjustments may be made to this time allocation for part- time students). Each specialisation unit also has practicum requirements to be completed, some of which are integrated within these units.

Course Advice:

Further particulars of the course and unit outlines are available from the Executive Assistant of the Faculty of Education, telephone (06) 201 2625.

Course Convener:

Professor Anthony Shaddock 5C5 (06) 201 5150

Typical Fulltime Course Structure:

Graduate Diploma in Special Education

YEAR 1

Semester 1

3113 Developmental and Learning Disabilities PG

3111 Professional Field Experience PG1

3114 Skills in Interpersonal Communication PG Specialisation units (see below)

Semester 2

3108 Teaching Persons with Learning Problems PG

3115 Behaviour Disorders in School and Home PG

3112 Professional Field Experience PG2 Specialisation units (see below)

Specialisation Units:

Resource-Support Teaching

3103 Resource Consultancy Skills PG *and*

3104 Studies in Literacy PG *and*

3105 Studies in Numeracy PG *or*

3101 Advanced Studies in Literacy PG *or*

3102 Advanced Studies in Numeracy PG *and*

one elective*

Learning Difficulties

3104 Studies in Literacy PG *or*

3105 Studies in Numeracy PG *and*

3106 Issues in Mainstreaming PG

and two electives*

Developmental Disabilities

3107 Communication Disorders PG *and*

3360 Teaching Persons with Developmental Disabilities PG *and*

two electives*

Behavioural Disorders

3116 Group Counselling PG *and*

3558 *or* 3560Applications of Counselling (Youth/Welfare) PG1/PG2 *and*

two electives*

*Electives may include:

3107 Communication Disorders PG

3360 Teaching Persons with Developmental Disabilities PG

3099 Computers in Schools PG

3110 Early Intervention and Parent Training PG

3109 Teaching Children with Gifts and Talents PG

1944 Human Sexuality PG

3104 Studies in Literacy PG

3105 Studies in Numeracy PG

3106 Issues in Mainstreaming PG

3834 Nature of Adult Learning PG

3558 Applications of Counselling PG1

3560 Applications of Counselling PG2

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Degree of Master of Arts in Community Education (271) - Counselling

See Degree of Master of Arts in Community Education (271) - Human Resource Development.

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Degree of Master of Arts in Community Education (271)- Human Resource Development

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Course Conveners:
  - Counselling:
  - HRD:
- For Counselling Strand -- Part-time basis only
- Typical Fulltime Course Structure
  - For Human Resource Development Strand

The course is designed to meet the needs of people who have postgraduate training in a variety of related social science areas, have community experience and who desire further specialised training in the theory and practice of community education.

Therefore the course aims to provide professionals, working in a variety of community settings, with counselling and adult education skills which will allow them to facilitate problem solving, decision- making, and life- enhancing practices for themselves, other individuals, small groups and organisations. Participants will at the end of the program have expertise in staff development and training through insights of and ragogical principles of developing people and researching/implementing other current methods.

Building on the specific objectives of the postgraduate diplomas in human resource development and community counselling, specific objectives for the MA Community Education include:

· to develop appropriate understanding of research methodology and design including the case study and group experiment and design;

· to develop the ability to analyse data in social, behavioural, health sciences and education research;

· to demonstrate using appropriate methodology and analysis the ability to satisfactorily complete a field study in the area of community education.

Course Duration:

2 years full- time or equivalent part- time

Admission Requirements:

Admission to the Master of Arts in Community Education course may come from a Graduate Diploma in a relevant field. The minimum admission requirements are as follows:

Either

(a) possession of a minimum of an accredited three or four year undergraduate degree or an equivalent qualification, with at least two years' approved professional counselling experience and some staff development in the community education area;

or

(b) possession of a minimum of an accredited three or four year undergraduate degree or an equivalent qualification, with at least two years approved professional counselling/adult education experience and coursework in the counselling/adult education areas as part of their undergraduate course.

Course Requirements:

Satisfactory completion of at least 48 credit points from required units.

Course Advice:

Students seeking course advice should contact the course convener.

Course Conveners:

Counselling:

Dr Sandi Plummer 5C76 (06) 201 2484

HRD:

Dr Francesco Sofo 5C69 (06) 201 5123

For Counselling Strand -- Part-time basis only

Study program follows the same pattern as for the Graduate Diploma in Community Counselling (Course No. 147), followed by research undertaken in the units 4233 Field Study in Counselling AM and 4234 Field Study in Counselling BM.

Typical Fulltime Course Structure

For Human Resource Development Strand

Study program follows the same pattern as for the Graduate Diploma in Human Resource Development (Course No. 290), followed by research undertaken in the units 4248 Community Education Thesis M (part-time) *or* 4226 Community Education Thesis M (full-time) (24 credit points each).

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Degree of Master of Education

- Areas of Focus
- Period of Candidature:
- Admission Requirements:
- Conditional Admission to Course:
- Status for Previous Studies:
- Course Convener:

The degree of Master of Education is a course for graduates who have some professional experience in education. Currently there are three ways of undertaking the course, and two awards, Master of Education (Coursework) and Master of Education (Research).

Areas of Focus

Currently the Master of Education has five designated areas of focus, viz, curriculum studies, education administration, special education, health education and education research methods. Each area generates a number of coursework units. In addition, there are contextual units and three education project units. The latter allow further specialisation in the designated areas or in other areas taught within the Faculty, as for example, mathematics education, science education, second and foreign language studies, literary studies and gender studies.

Period of Candidature:

The candidate shall pursue the program for a period of:

(a) not less than two years from admission to candidature and not more than five years in the case of a full-time candidate (except with the approval of the Academic Board); or

(b) not less than three years from admission to candidature and not more than five years in the case of a part-time candidate (except with the approval of the Academic Board).

Admission Requirements:

Applicants should hold:

(a) the University of Canberra degree of Bachelor of Education, or an equivalent qualification; or

(b) a first degree and the University of Canberra Graduate Diploma in Education, or equivalent graduate qualifications: or

(c) qualifications deemed to be equivalent to (a) and (b) by the Academic Board, and have qualifications and experience which show suitable prospects of success; and

(d) suitable experience in teaching or some other relevant field of education.

Conditional Admission to Course:

In special circumstances a candidate may be admitted to conditional candidature. Candidates so admitted shall be required to undertake such units or studies as may be determined by Academic Board. Satisfactory completion of such studies or units shall be a necessary condition for admission to full candidature. Such units may or may not be credited towards the degree.

Status for Previous Studies:

Up to a maximum of two units of status in the Master of Education units may be awarded to a student who, prior to enrolment in the Master of Education program, has completed at another institution masters level studies which are deemed equivalent in content and standard to units of the Master of Education program.

Course Convener:

Dr J Ann Hone 5C7 (06) 201 2502

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Degree of Master of Education (Research), by Thesis or Thesis/ Coursework (055)

- Course Requirements:
  - By Thesis
  - By Coursework/Thesis

Course Requirements:

By Thesis

Candidature by thesis alone is dependent upon the Postgraduate Committee's acceptance of a thesis proposal submitted by the applicant. The applicant will need to have demonstrated to the Committee a capacity for research at an advanced postgraduate level and have an academic record deemed by the Committee to be of sufficient standard to proceed by thesis alone. Applicants who wish to proceed by Thesis Type 1 will be expected to possess an honours bachelor degree or equivalent.

Thesis-only students need to enrol in either 0500 Master of Education Thesis Type 1 (part-time) or 2825 Master of Education Thesis Type 1 (full-time) units.

The thesis shall comprise advanced study and research embodying an original investigation of a topic falling within one of the fields of study in education for which the Master of Education degree has been accredited. Two supervisors will be appointed on the advice of the Master of Education Committee and confirmed by the University's Higher Degrees and Scholarships Committee. The candidates shall pursue the program for a period of:

(a) not less than two academic years from admission to candidature and not more then four years in the case of a full-time candidate (except with the approval of the Academic Board);

(b) no less than three academic years from admission to candidature and not more than five years in the case of a part-time candidate (except with the approval of the Academic Board).

The supervisors shall report on the progress of the student at the end of each semester. The thesis will be examined by at least two examiners external to the University.

By Coursework/Thesis

(a) During the initial on-campus period of study, the candidate is required to complete and pass four coursework units related to his/her interests and chosen from the specialisations available after consultation with his/her course adviser.

(b) During the second part of the student's candidature, following the completion of four coursework units, the candidate is required to complete a significant piece of work in the form of a thesis (Thesis Type 2), which will be assessed by two examiners, one of whom shall be external to the University.

(c) In each year of candidature the academic progress of each candidate shall be reviewed by the Faculty's Higher Degree Committee. If this committee considers that progress has been unsatisfactory, the committee may recommend that a candidate be directed to discontinue his/her course.

This Type 2 candidates need to enrol in either 1755 Master of Education Thesis Type 2 (part-time) or 2826 Master of Education Thesis Type 2 (full-time).

Note 1: It is possible to begin the Master of Education by research in this coursework plus thesis track and, on the attainment of particularly good results in one or two units, apply to be considered for candidature by thesis alone.

Note 2: Intending students should note that there may be some variation to the course requirments shown above. Further information is available from the course convener.

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Degree of Master of Education by Coursework (239)

- Course Requirements:
- Course Structure
  - Education Administration
  - Curriculum Studies
  - Educational Research Methods
  - Special Education
  - Health Education
  - Contextual Units

Course Requirements:

(a) The candidate is required to complete six coursework units followed by a professional study.

(b) The professional study unit is designed to allow students to undertake project work of an applied nature such as the development of curriculum materials, school or course evaluations, or studies in the implementation of an educational program.

Note: In most cases, the Master of Education by coursework and professional study will not be accepted as an appropriate prerequisite for further study at the doctoral level.

Course Structure

Students are required to select six coursework units from those listed below. Upon completion of six units, students proceed to either 3441 Professional Study in Education M (full-time) or 3135 Professional Study in Education M (part-time). Students normally take at least two units from their chosen areas of focus. Students should note that not all units are offered every semester.

Education Administration

0693 Theory and Process in Education Administration M

0642 Education Planning M

0605 Implementing Change M

2604 Education Policy and Politics M

Curriculum Studies

3359 Curriculum Inquiry M

2599 Curriculum Design and Development M

Educational Research Methods

2606 Research Techniques in Education M

0795 Research Methods in Education M

0652 Research Design in Education M

Special Education

0796 Issues in Special Education M

0583 Developments in Special Education M

Health Education

1530 Health Education M1 - Theoretical Foundations and Program Planning

1531 Health Education M2 - Community Health and Health Development

Contextual Units

4292 Education Evaluation M

3028 Social Change and Education M

1760 Social Theory and Education M

2503 Education Project M 1

2601 Education Project M 2A

2602 Education Project M 2B

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Degree of Master of Education in Counselling (228)

- Course Duration:
- Course Requirements:
- Professional Recognition:
- Course Convener:
- Course Structure:

The program is designed for graduate, professionally qualified and experienced teachers and other professionals whose first degree included a major in psychology. The course specifically focuses on general or school counselling with emphasis on preventative counselling, group counselling, early intervention, family counselling and parent training. The course may also include a significant amount of work in applied counselling settings.

Course Duration:

Up to a maximum of ten years (part-time) but not less than 4 years (part-time)

Course Requirements:

The course requires 11 units, including two field study units as well as two professional field experience units. The *coursework* is normally completed part-time in two years, as is the *thesis* or field study component in a further two years.

Professional Recognition:

The course is registered and accredited with the Australian Psychological Society for associate membership.

Course Convener:

Dr Sandi Plummer 5C76 (06) 201 2484

Course Structure:

3419 Assessment and Interpretation M 1 : Psychometric

3421 Assessment and Interpretation M 2 : Behavioural

3422 Assessment and Interpretation M 3 : Literacy*

3420 Assessment and Interpretation M 4 : Numeracy#

4086 Counselling Theory and Practice M

3423 Critical Issues in Counselling M

3424 Family Counselling and Parent Training M

4233 Field Study in Counselling A (M)

4234 Field Study in Counselling B (M)

4237 Professional Field Experience M1

4238 Professional Field Experience M2

* General Counselling students enrol instead 3116 Group Counselling PG.

General Counselling students enrol instead in 3560 Applications of Counselling PG2.

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Degree of Doctor of Philosophy (208)

- Period of Candidature:
- Admission Requirements:
- Course Requirements:
- Enrolment:
- Course Convener:

The degree of Doctor of Philosophy in the field of Education involves candidates in a program of research requiring the presentation of a doctoral thesis which should provide evidence of the candidate's ability to conceive, execute and report on a scholarly piece of research in advanced theory or Students practice.

The objectives of the course are

(a) to promote and provide a means of high levels of education, research and development for those people directly involved in the design, operation and future development of Australian education.

(b) to provide a program of research suitable for teachers, administrators and officers in related fields of education.

Period of Candidature:

The duration of the course for full- time candidates will normally be three years. The duration of the course for part- time students will be proportionately longer. The maximum period of study for the course for a full- time student will be five years, and eight years for a part- time candidate, subject to satisfactory academic progress.

Admission Requirements:

Intending candidates should make application to the Faculty for admission to the course by completing a PhD application form which is available from the Faculty's Executive Assistant (Room 5C38) (06) 201 2625.

Applicants should submit with their application a thesis proposal and an outline of their proposed area of research as explained in the Doctor of Philosophy application form. Prior to selection, applicants should be prepared to attend an interview with the Faculty of Education's Higher Degree Committee, at which they will be expected to further define the nature of the problems they propose to investigate and demonstrate their competence to undertake doctoral research in that field of education.

Course Requirements:

The doctoral thesis should demonstrate that the candidate has academic and technical competence in the field and has done research of an original and independent character. The thesis must add to or modify what was previously known, and present significant original analysis of the subject based upon investigation.

Enrolment:

Candidates must enrol in the unit 1257 Education Doctoral Thesis D (part- time) or 1258 Education Doctoral Thesis D (full).

Course Convener:

Professor Ron Traill 5C4 (06) 201 2318

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Other Courses

- Tertiary Course in Development Education
- Teaching English to Speakers of Other Languages
- Graduate Certificate in TESOL (270)
  - Course Structure:
  - Compulsory Units
  - Electives
- Graduate Diploma in TESOL (114)
  - Course Structure:
  - Compulsory Units
  - Electives
- Degree of Master of Arts in TESOL (115)
  - Admission Requirements:
  - Typical Fulltime Course Structure:
    - Semester 1
    - Semester 2
    - *Electives
- English Language Intensive Courses for Overseas Students (ELICOS)

Tertiary Course in Development Education

The course has been designed for experienced educators from developing countries. Considerable flexibility has been built into the program, which is aimed at developing comparative experience and knowledge in fields relevant to the interests of the participants. For further information, telephone the Faculty's Executive Assistant on (06) 201 2625.

Teaching English to Speakers of Other Languages

The School of TESOL and International Education offers the following courses to full fee paying overseas students. A limited number of Australian Resident students maybe accepted into these courses.

Students are advised to consult the Description of Units section of this Handbook for details of the class contact hours, syllabus and any other requirements of the units listed for TESOL courses. They should also check the Unit Availability section of this Handbook or seek further advice from the faculties concerned.

Graduate Certificate in TESOL (270)

A course comprising four selected TESOL units which may be completed in either one semester full- time, or two semesters part- time, or intensively during a summer program.

Course Structure:

Graduate Certificate (TESOL)

Compulsory Units

1871 TESOL Methodology PG (double unit)

1231 Teaching and Learning (TESOL) PG *or* 1229 Linguistics PG

One elective

Electives

4291 Language Teaching in Action PG

1870 Language Study PG

1904 Materials for Language Teaching PG

1228 Language, Culture and Society PG

1223 Applied Linguistics PG

Graduate Diploma in TESOL (114)

A full- time, two semester course with a practical focus based on an understanding of language and learning theory.

Course Structure:

Graduate Diploma (TESOL)

Compulsory Units

1229 Linguistics PG

1871 TESOL Methodology PG (double unit)

1233 Writing PG

1223 Applied Linguistics PG

1904 Materials for Language Teaching PG

Two electives

Electives

4291 Language Teaching in Action PG

1870 Language Study PG

1231 Teaching and Learning (TESOL) PG

1905 Technology in Language Teaching PG

1228 Language, Culture and Society PG

Degree of Master of Arts in TESOL (115)

A full- time, two semester course combining practical and theoretical elements and with a field study component which allows participants to study in depth a topic of particular interest to them.

Admission Requirements:

Normally, completion of the Graduate Diploma in TESOL. Students who do not have a postgraduate diploma in TESOL are required to first complete the postgraduate diploma before proceeding to the Master of Arts in TESOL.

Typical Fulltime Course Structure:

Master of Arts (TESOL)

Semester 1

0793 Discourse Analysis M

0784 Language Tests M

0810 Study Project and Report M (year- long)

One elective*

Semester 2

0800 Grammar & Communication for TESOL M

0810 Study Project and Report M (year- long)

Two Electives*

****Electives***

To be selected from--

0808 Phonetics and Phonology M

1870 Language Study PG

1224 Aspects of Literary Criticism PG

0807 Language Change M

1231 Teaching and Learning (TESOL)

3835 Language Planning

English Language Intensive Courses for Overseas Students (ELICOS)

These include:

· General English - offered at all levels from beginners to very advanced.

· English for Academic Purposes

· English language preparation for students who intend to further their studies in Australia.

· English for International Relations for those whose work required them to communicate in English in an international context.

· English for Teachers for those who wish to upgrade their English language skills and professional experience.

· English for Specific Purposes for those with special professional requirements including diplomats and government officials.

For further information on courses available in this area, contact the School of TESOL and International Education on (06) 201 2077.

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General Information

- Faculty Staff
  - Dean:
  - Associate Deans:
  - Executive Officer:
- General Enquiries:
- Degrees with Honours
- Field work
- Materials
- Professional Recognition

Faculty Staff

Dean:

Professor Judith Brine

Associate Deans:

Associate Professor Roy Barton

Associate Professor William Green

Professor Ken Taylor

Executive Officer:

Ms Jenny Coggins

General Enquiries:

7A28 (06) 201 5071

The Faculty of Environmental Design presently offers undergraduate, postgraduate and double degree courses leading to the awards listed on the previous page. Students should refer to the section of this Handbook entitled Information for Students, in particular those paragraphs covering definition of University terms, admission, enrolment and academic progress. Prospective and newly- enrolled students should also note the knowledge assumed for each course.

The Faculty aims to provide students with educational opportunities to develop:

· an appreciation of the socio- economic, cultural, environmental and ethical implications of designing and realising contributions to the environment;

· the skills, attitudes and knowledge which are appropriate for entering into and contributing positively to, a design profession;

· the creative and/or managerial talents necessary for conceiving and implementing beneficial change in the environment;

· academic skills associated with research, thinking and communicating at an advanced conceptual level.

The Faculty places great importance on students having more than a narrowly defined degree. Breadth of education is an important basis for having a flexible approach to work and for graduates to understand the role of the professions in Australian society. An opportunity is therefore provided for students to take units in other faculties or other courses in the Faculty of Environmental Design. Students must take a sequence of units either as a major or as two minors.

Degrees with Honours

Degrees with honours are available in the undergraduate courses. Candidates are selected on the basis of meritorious performance over the earlier years of their respective courses.

Field work

Compulsory field work is part of many of the units in all undergraduate courses, and students will be required to attend excursions for single days or weekends or for longer periods during class free periods. Students will be expected to contribute to a substantial proportion of the cost of field work.

Materials

Students will be expected to contribute to the cost of materials for projects.

Professional Recognition

Professional Institutes go through a process of recognising courses as providing a suitable basis for entering the profession. The Royal Australian Institute of Architects, the Australian Institute of Quantity Surveyors, the Australian Institute of Building, the Design Institute of Australia and the Australian Institute of Landscape Architects recognise the undergraduate courses in architecture, construction management and economics, industrial design, and landscape architecture respectively.

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Double Degree Bachelor of Applied Science in Environmental Design/Bachelor of Architecture (300)

- Course Duration:3 years fulltime
- Course Requirements:
- Electives:
- Course Advice:
- Course Director:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

This course is a double-degree course leading to the award of Bachelor of Applied Science in Environmental Design on successful completion of three years of full-time study, and the award of Bachelor of Architecture on successful completion of a further two years of full-time study (refer to the course description for the Bachelor of Architecture degree). Before entering the second component of the double degree course, students must complete a program of practical experience, as approved by the Dean of the Faculty, extending over a total period equivalent to at least two semesters, unless waived by the Dean.

The objectives of the degree of Bachelor of Applied Science in Environmental Design are to provide students with educational opportunities which enable them:

· to understand the importance of the natural and cultural environment and the ways in which design can contribute to its conservation and enhancement;

· to appreciate that an environmental designer needs to be aware of the cultural, social and economic implications of design activities;

· to understand the nature of the contributions which a designer can make aesthetically, socially, environmentally and economically through the design of buildings, structures and environments;

· to gain a tertiary education which equips them to think and communicate at a mature level, and to set down patterns for continuous learning in adult professional life;

· to develop special skills of visualisation, manipulation and depiction of space, form and construction; and

· to acquire theoretical, historical, technical and professional knowledge of the kind that forms the foundation for the discipline and profession of architecture.

Course Duration:3 years fulltime

Assumed Knowledge:

ACT: Majors in Advanced Mathematics, Physics (T) and English (T); NSW: 2u or 3u Mathematics, 2u Physics and 2u English.

Course Requirements:

72 credit points from a minimum of 22 units

Electives:

18 credit points from elective units which must be approved by the course director.

Course Advice:

Students who need advice about their studies should consult the course director.

Course Director:

Ms Carol Guida 7C16 (06) 201 2209

Typical Fulltime Course Structure:

Bachelor of Applied Science in Environmental Design (Architecture Tier 1)

YEAR 1

Semester 1

3448 Design Studies 1.1

3451 Design Science 1.1

0025 Introduction to Environmental Design 1.1

Elective

Semester 2

0867 Architectural Design 1.2

0365 Building Practice 1.2

4300 History of Australian Design

Elective

YEAR 2

Semester 1

4293 Architectural Design 2.1

4295 Architectural Technologies 2.1

4302 Human Environment Studies 2.1

Elective

Semester 2

4297 Architectural Design and Technologies 2.2

An approved unit in design history

Elective

YEAR 3

Semester 1

4294 Architectural Design 3.1

4296 Architectural Technologies 3.1

3595 Human Environment Studies 3A (Design Research: Design Theory)

Elective

Semester 2

4298 Architectural Design and Technologies 3.2

3596 Human Environment Studies 3B (Design Management) (Environmental Control 2)

Elective

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Degree of Bachelor of Architecture (038)/(300)

- Course Duration:
- Course Requirements:
- Electives:
- Course Advice:
- Professional Recognition:
- Course Director:
- Typical Fulltime Course Structure:
  - YEAR 4
    - Semester 1
    - Semester 2
  - YEAR 5
    - Semester 1
    - Semester 2
  - YEAR 6
    - Semester 1
    - Semester 2

NOTE: Students must first complete the 3- year degree course of Bachelor of Applied Science in Environmental Design or its equivalent and generally also at least 2 semesters of practical experience.

The objectives of the degree of Bachelor of Architecture are:

· to build on the ethical, aesthetic, technical and environmental knowledge, attitudes and skills which the Bachelor of Applied Science in Environmental Design is intended to provide, and to give students the opportunity to develop them in relation to the profession of architecture;

· to give students an appreciation of the scope of the discipline and the responsibilities of the profession of architecture and to understand the place of architecture in relation to other disciplines and professions; and

· to produce graduates who can confidently enter the profession of architecture knowing that they will have acquired knowledge or skills in some areas which will contribute to improving the cultural environment, society and the architecture profession.

Students whose performance over the early years of the course is of sufficient merit may be invited to enrol in an honours program in the final year. The degree with honours has two further objectives which provide an opportunity for students:

· to demonstrate superior performance in their coursework; and

· to develop academic skills, knowledge and practices to qualify them to proceed with postgraduate study should they wish to do so.

Course Duration:

2 years full- time.

Course Requirements:

Following completion of the requirements of the Bachelor of Applied Science in Environmental Design, students must complete at least 48 credit points from a minimum of 16 units.

Electives:

Students must complete at least 6 credit points from elective units approved by the course director.

Course Advice:

Students who need advice about their studies should consult the course director.

Professional Recognition:

The Royal Australian Institute of Architects recognises the Bachelor of Architecture as providing a suitable basis for entering the profession.

Course Director:

Mr Mads Gaardboe 7B29 (06) 201 2736

Typical Fulltime Course Structure:

Bachelor of Architecture (following the completion of the 3 year degree course of Bachelor of Applied Science in Environmental Design.)

YEAR 4

Semester 1

Twelve Months Practical Experience

Semester 2

(Prerequisite for Second Tier Course)

YEAR 5

Semester 1

3614 Architectural Design A

3622 Built Environments, Impact Assessment

3600 Design Professional Practice

4303 Research Methods in Environmental Design *or* Approved Faculty Elective

Semester 2

3613 Architectural Design B

3616 Architectural Technology A

3619 Environmental Control

3612 Design Professional Conduct

YEAR 6

Semester 1

3618 Urban Design

3599 Design Theory and Criticism*

3623 Total Property Management*

4299 Architectural Dissertation *or*

4211 Architectural Specialisation

Semester 2

3615 Architectural Design C

3617 Architectural Technology B

3598 Design Theory and History

3611 Design Professional Studies

* Honours students must take the Faculty Honours unit (4157 Honours, Faculty of Environmental Design) and EITHER 3599 Design Theory and Criticism OR 3623 Total Property Management.

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Degree of Bachelor of Construction Management and Economics (269)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Professional Recognition:
- Course Director:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - YEAR 4
    - Semester 1
    - Semester 2

The objectives of the degree of Bachelor of Construction Management and Economics are:

· to provide the construction industry and public sector organisations with innovative and adaptive professionals who will perform with excellence and in a manner which reflects a high degree of professionalism and ethical behaviour;

· to equip students with the necessary knowledge and skills so as to practise in the broad field of management and economics of the design of the construction process;

· to provide a mind- set for continuously adapting to change;

· to provide a qualitative understanding of the industry and its position relative to the rest of the economy;

· to encourage both undergraduate and postgraduate research;

· to develop an awareness of international management practice, financing, design, and construction methods; and

· to develop an awareness of environmental, social, political and economic issues.

Students whose performance over the first three years of the course is of sufficient merit may be invited to enrol in an honours program in the fourth year. The degree with honours has two further objectives which provide an opportunity for students:

· to demonstrate superior performance in their coursework;

· to develop academic skills, knowledge and practices to qualify them to proceed with postgraduate study should they wish to do so.

Course Duration:

4 years full- time which includes one semester of practical experience.

Assumed Knowledge:

ACT: Advanced Mathematics and English (T); NSW: 2u Mathematics and 2u English.

Course Requirements:

Students must complete at least 99 credit points from 29 units.

Electives:

Choice of electives is limited. However, students are required to take a number of units from other faculties, including a sequence of units in economics.

Course Advice:

Students needing advice about their studies should consult Mr C Acheampong 7A C37 (06) 201 2592.

Professional Recognition:

The Australian Institute of Building and the Australian Institute of Quantity Surveyors recognise the course as providing a suitable basis for entering the respective professions.

Course Director:

Mr C Acheampong 7AC37 (06) 201 2592

Typical Fulltime Course Structure:

Bachelor of Construction Management and Economics

YEAR 1

Semester 1

1444 Basic Information Systems

3451 Design Science 1.1

0034 Macroeconomics 1

1720 Accounting 1A

Semester 2

3057 Construction Technology 1

2646 Building Science Practice

0365 Building Practice 1.2

3605 Mathematical Methods 1A

YEAR 2

Semester 1

3136 Construction Technology 2

3147 Environmental Services 1

0020 Microeconomics 1

3633 Construction Law

Semester 2

3137 Construction Technology 3

3148 Environmental Services 2

1381 Surveying Techniques

4300 History of Australian Design

YEAR 3

Semester 1

3138 Construction Technology 4

3139 Construction Management 1

3144 Construction Economics 1

4113 Quantity Surveying Practice

Semester 2

3143 Construction Management and Economics Practical Experience Program (Minimum 26 Weeks)

YEAR 4

Semester 1

0498 Marketing *or*

4309 Psychology 101 ***or***

4157 Honours, Faculty of Environmental Design*

3140 Construction Management 2

3145 Construction Economics 2

1359 Project Evaluation

Semester 2

3141 Construction Management 3

3142 Construction Management 4

3839 Value Management

0052 Environmental and Resource Economics

* Honours students must undertake the unit, 4157 Honours, Faculty of Environmental Design.

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Degree of Bachelor of Graphic Design (302)

- Course Duration:
- Assumed Knowledge:
- Useful Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Course Director:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - YEAR 4
    - Semester 1
    - Semester 2

Degree of Bachelor of Graphic Design (302)

The aim of the degree of Bachelor of Graphic Design is to prepare graduates to meet the present and future needs of the community as professional graphic designers. The overall objective of the course is to produce a professional, creative, graphic design graduate able to fulfil personal, professional and community objectives.

The course will develop to an advanced level the knowledge, attitudes and technical skills required to enable graduates to enter the profession of graphic design. More specifically it will develop:

· the intellectual and conceptual abilities necessary to make design decisions and recommendations for their implementation;

· creative abilities which give imaginative visual form to messages, events, ideas and values in graphic communication;

· visual communication skills to convey design concepts;

· understanding of the processes which will enable graduates to manage, implement and evaluate graphic design projects;

· understanding of the social and cultural roles of the design professions and in particular graphic design;

· intellectual appreciation of the nature of graphic communication in its diverse visual aspects; and

· awareness and understanding of the evolving technologies and processes of the graphic design profession.

Students whose performance over the first three years of the course is of sufficient merit may be invited to enrol in an honours program in the fourth year.

Course Duration:

4 years full- time

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Useful Knowledge:

Although no prior knowledge of art is assumed, it is considered to be a useful subject.

Course Requirements:

Students must complete at least 96 credit points from 29 units.

Electives:

Students may choose up to two elective units either from other courses in the Faculty or from other faculties in the University.

Course Advice:

Students needing advice about their studies should consult Mr Stephen Cole 7A C35 (06) 201 2570

Course Director:

Ms Mary- Jane Taylor 7C32 (06) 201 2611

Typical Fulltime Course Structure:

Bachelor of Graphic Design

YEAR 1

Semester 1

3448 Design Studies 1.1

4164 Graphic Design Techniques and Technologies 1.1

4168 Design Communication and Culture

Elective

Semester 2

4165 Graphic Design Studies 1.2

4262 Graphic Design Techniques and Technologies 1.2

4269 Art and Design of the Twentieth Century

Elective

YEAR 2

Semester 1

4256 Graphic Design Studies 2.1

4263 Graphic Design Techniques and Technologies 2.1

4260 Introduction to Advertising

Elective

Semester 2

4257 Graphic Design Studies 2.2

4264 Graphic Design Techniques and Technologies 2.2

4271 Graphic Design Communication

Elective

YEAR 3

Semester 1

4258 Graphic Design Studies 3.1

4265 Graphic Design Techniques and Technologies 3.1

tba Graphic Design Production and Planning 3.1

Elective

Semester 2

4259 Graphic Design Studies 3.2

4266 Graphic Design Techniques and Technologies 3.2

tba Graphic Design Production and Planning 3.2

Elective

YEAR 4

Semester 1

4260 Graphic Design Studies 4.1

4268 Graphic Design Management

4157 Honours, Faculty of Environmental Design *or*

4273 Special Study in Graphic Design *or*

Approved elective

Semester 2

4272 Major Study in Graphic Design

4261 Graphic Design Studies 4.2

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Degree of Bachelor of Industrial Design (041)

- Course Duration:
- Assumed Knowledge:
- Useful Knowledge:
- Course Requirements:
- Electives:
- Professional Recognition:
- Course Advice:
- Course Director:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - YEAR 4
    - Semester 1
    - Semester 2

The objectives of the degree of Bachelor of Industrial Design are:

· graduates of the course shall have an understanding of the social, cultural and economic imperatives which form the environment within which they will design;

· they shall have an understanding of the history of the industrial design profession and of the historical background which gave rise to it;

· they shall have a level of creativity, technological expertise and professional ability sufficient to allow them to make an immediate contribution to an employer or to the profession of design;

· they shall have an attitude to learning which will allow flexibility of mind and encourage the maintenance and advancement of expertise;

· they shall have experience of designing in a broad project spectrum, where students have the opportunity to develop personal methodologies which may contribute to the profession; and

· they shall understand the human- centred nature of successful design and shall be aware of the complex nature of the design process.

Students whose performance over the first three years of the course is of sufficient merit may be invited to enrol in an honours program in the fourth year. The degree with honours has two further objectives which provide an opportunity for students:

· to demonstrate superior performance in their coursework; and

· to develop academic skills, knowledge and practices to qualify them to proceed with postgraduate study should they wish to do so.

Course Duration:

4 years full- time

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Useful Knowledge:

Art, design technology and physics are considered to be useful subjects.

Course Requirements:

Students must complete at least 96 credit points from 23 units.

Electives:

Students must choose a sequence of units which must include no more than six credit points at level 1/2 and at least 15 credit points at level 3/4 or higher from other courses in the Faculty or from other faculties in the University.

Professional Recognition:

The Design Institute of Australia recognises the course as providing a suitable basis for entering the profession.

Course Advice:

Students needing advice about their studies should consult Mr Don Carson 7C40 (06) 201 2307.

Course Director:

Mr Don Carson 7C40 (06) 201 2307.

Typical Fulltime Course Structure:

Bachelor of Industrial Design

YEAR 1

Semester 1

3448 Design Studies 1.1

3451 Design Science 1.1

0025 Introduction to Environmental Design 1.1

Semester 2

4156 Design Studies 1.2

4300 History of Australian Design

Elective

YEAR 2

Semester 1

4151 Industrial Design Studies 2.1

4153 Industrial Design Metals Technology

4152 Ergonomics

Elective

Semester 2

4304 Industrial Design Studies 2.2

Approved unit in Design History

Elective

YEAR 3

Semester 1

3291 Industrial Design Studies 3.1

Elective

Semester 2

3624 Industrial Design Studies 3.2

3625 Furniture Design

Elective

YEAR 4

Semester 1

4154 Industrial Design Studies 4.1

4157 Honours, Faculty of Environmental Design *or*

Elective

Semester 2

4162 Industrial Design Studies 4.2 - Research and Design

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Degree of Bachelor of Landscape Architecture (042)

- Course Duration:
- Assumed Knowledge:
- Useful Knowledge:
- Course Requirements:
- Electives:
- Professional Recognition:
- Course Advice:
- Course Director:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - YEAR 4
    - Semester 1
    - Semester 2

The objectives of the degree of Bachelor of Landscape Architecture are:

· to promote students' awareness of the landscape within its spatial, cultural and ecological frameworks;

· to engender an ethic of stewardship of the landscape within the context of the concept of creative conservation and sustainable systems;

· to develop, through teaching of the design process, a reflective approach to design where creative and analytical aspects are recognised as equal parts of an alternating process;

· by using urban, rural and regional projects which involve divergent value sets, to develop student awareness of the cultural, social, legislative and economic environments in which their design decisions are made;

· to give students an understanding of the technological skills that are necessary for successful design implementation;

· to give students a basis on which to operate, after appropriate experience, as competent professionals who will be capable of improving methodologies used in practice and to be able to adapt to changes in the profession.

Students whose performance over the first three years of the course is of sufficient merit may be invited to enrol in an honours program in the fourth year. The degree with honours has two further objectives which provide an opportunity for students:

· to demonstrate superior performance in their coursework; and

· to develop academic skills, knowledge and practices to qualify them to proceed with postgraduate study should they wish to do so.

Course Duration:

4 years full- time.

Assumed Knowledge:

ACT: 2u English; NSW: 2u English.

Useful Knowledge:

Social sciences, natural sciences and mathematics are considered to be useful subjects.

Course Requirements:

Students must complete at least 96 credit points from 29 units.

Electives:

Students must achieve at least 21 credit points from any 7 elective units including no more than two units at level 1/2 either from other courses in the Faculty or from other faculties in the University. Electives must be approved by the course director.

Professional Recognition:

The Australian Institute of Landscape Architects recognises the course as providing a suitable basis for entering the profession.

Course Advice:

Students needing advice about their studies should consult Ms Kath Wellman 7D34 (06) 201 2575.

Course Director:

Ms Kath Wellman 7D34 (06) 201 2575

Typical Fulltime Course Structure:

Bachelor of Landscape Architecture

YEAR 1

Semester 1

3626 Landscape Analysis and Site Appraisal 1.1

3627 Plant Physiology and Taxonomy 1.1

3448 Design Studies 1.1

Elective

Semester 2

1249 Landscape Design 1.2

4300 History of Australian Design

4156 Design Studies 1.2

Elective

YEAR 2

Semester 1

3628 Landscape Design 2.1

0226 Ecology

3630 Landscape Technology 2.1

Elective

Semester 2

3629 Landscape Design 2.2

4301 History of Landscape Architecture

3631 Landscape Technology 2.2

Elective

YEAR 3

Semester 1

3293 Landscape Design 3.1

3363 Landscape Planning 3.1

3361 Landscape Technology 3.1

Elective

Semester 2

3295 Landscape Planning and Design 3.2

3294 Landscape Technology 3.2

Elective

YEAR 4

Semester 1

4158 Landscape Planning and Design 4.1 *or*

4157 Honours, Faculty of Environmental Design

3600 Design Professional Practice

3599 Design Theory and Criticism

3622 Built Environment, Impact Assessments

Semester 2

4159 Landscape Planning and Design 4.2

Approved Elective

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Double Degree of Bachelor of Applied Science in Environmental Design/Bachelor of Laws (281)

- Course Duration:
- Assumed Knowledge:
- Admission Requirements:
- Administrative Arrangements:
- Course Structure:
- Course Advice:
- Professional Recognition:
- Course Director:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - YEAR 4
    - Semester 1
    - Semester 2
  - YEAR 5
    - Semester 1
    - Semester 2
  - *Elective Law Units

This double degree is offered jointly with the Faculty of Management and seeks to provide a high level professional program of teaching and learning in the areas of environmental design and in law. The Bachelor of Laws component aims to meet the basic educational requirements for admission to legal practice in the Supreme Court of the Australian Capital Territory.

Course Duration:

5 years full- time; maximum period of study 8 years

Assumed Knowledge:

ACT: Advanced Mathematics, Physics (T), English (T); NSW: 2u or 3u Mathematics, 2u Physics, 2u English.

Admission Requirements:

The entry level for each double degree course is determined in consultation between the Faculty of Environmental Design and the Faculty of Management. Admission to a double degree course will ensure that the student will be permitted to proceed into the Bachelor of Laws component of the course. However, before the final two years (full- time equivalent) of the Bachelor of Laws course can be undertaken, students undertaking a double degree must have satisfied the academic requirements for the first degree in the double degree course.

Administrative Arrangements:

An information booklet on the course structure of the double degree course may be obtained from the School of Law office (6C31).

Students undertaking the double degree course will be able to be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Structure:

The course structure of the double degree course requires that students admitted to a double degree course must undertake 6 required law units as part of the first degree course in the double degree sequence.

At the completion of the requirements of the Bachelor of Applied Science in Environmental Design (including the 6 required units mentioned above), students will undertake 11 core LLB units (amounting to 44 credit points) and four elective law units (amounting to at least 12 credit points).

Course Advice:

Students are encouraged to seek course advice from the course director if in doubt about their study program.

Professional Recognition:

The accredited Bachelor of Laws program is under consideration by the Supreme Court of the Australian Capital Territory for the purpose of admission to legal practice.

Course Director:

Ms Carol Guida 7C16 (06) 201 2209

Typical Fulltime Course Structure:

Applied Science in Environmental Design/Bachelor of Laws

YEAR 1

Semester 1

3448 Design Studies 1.1

3451 Design Science 1.1

0025 Introduction to Environmental Design 1.1

3852 Law 1: Introduction to Law

Semester 2

0867 Architectural Design 1.2

0365 Building Practice 1.2

4300 History of Australian Design

3853 Law 2: Contracts

YEAR 2

Semester 1

4293 Architectural Design 2.1

4295 Architectural Technologies 2.1

4302 Human Environment Studies 2.1

4135 Law 3: Business Transactions

Semester 2

4297 Architectural Design and Technologies 2.2

An Approved unit in Design History

4136 Law 4: Corporations

YEAR 3

Semester 1

4294 Architectural Design 3.1

4296 Architectural Technologies 3.1

3595 Human Environment Studies 3A (Design Research: Design Theory)

4137 Law 5: Taxation

Semester 2

4298 Architectural Design and Technologies 3.2

3596 Human Environment Studies 3B (Design Management: Environmental Control 2)

4138 Law 6: Administrative Law

YEAR 4

Semester 1

4134 Advanced Research and Writing (LLB)

3860 Legal Theory (year- long)

3864 Public Companies (LLB) (year- long)

3863 Property Law (LLB)

3849 Criminal Law (LLB)

Semester 2

3858 Law of Obligations (LLB)

3860 Legal Theory (cont'd)

3864 Public Companies (LLB) (cont'd)

0345 Constitutional Law

Elective Law Unit*

YEAR 5

Semester 1

3843 Advanced Taxation Law (LLB) (year- long)

3859 Lawyers and Professional Responsibility (LLB)

3865 Equity (LLB)

Elective Law Unit*

Semester 2

3843 Advanced Taxation (LLB) (cont'd)

3850 Evidence (LLB)

2 Elective Law Units*

*Elective Law Units

Elective Law Units include the following:

0008 Civil Rights

3846 Conflict of Laws (LLB)

3848 Corporate Crime (LLB)

2617 Employment Discrimination and the Law

0080 Family Law

3491 Insolvency Law

3851 International Business Taxation (LLB)

2613 Labour Law

3861 Legislation (LLB)

3862 Litigation and Dispute Processing (LLB)

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Double Degree of Bachelor of Applied Science in Landscape Architecture/Bachelor of Laws (282)

- Course Duration:
- Assumed Knowledge:
- Useful Knowledge:
- Admission Requirements:
- Administrative Arrangements:
- Course Structure:
- Course Advice:
- Professional Recognition:
- Course Director:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - YEAR 4
    - Semester 1
    - Semester 2
  - YEAR 5
    - Semester 1
    - Semester 2
  - YEAR 6
    - Semester 1
    - Semester 2
  - *Elective Law Units

This double degree is offered jointly with the Faculty of Management and seeks to provide a high level professional program of teaching and learning in the areas of landscape architecture and in law. The Bachelor of Laws component aims to meet the basic educational requirements for admission to legal practice in the Supreme Court of the Australian Capital Territory.

Students whose performance over the first three years of the Landscape Architecture course is of sufficient merit may be invited to enrol in an honours program in the fourth year.

Course Duration:

6 years full- time; maximum period of study 10 years

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English

Useful Knowledge:

Although no prior knowledge is assumed, social sciences, natural sciences and mathematics are considered to be useful subjects.

Admission Requirements:

The entry level for each double degree course is determined in consultation between the Faculty of Environmental Design and the Faculty of Management. Admission to a double degree course will ensure that the student will be permitted to proceed into the Bachelor of Laws component of the course. However, before the final two years (full- time equivalent) of the Bachelor of Laws course can be undertaken, students undertaking a double degree must have satisfied the academic requirements for the first degree in the double degree course.

Administrative Arrangements:

An information booklet on the course structure of the double degree course may be obtained from the School of Law office (6C31).

Students undertaking the double degree course will be able to be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Structure:

The course structure of the double degree course requires that students admitted to a double degree course must undertake 6 required law units as part of the first degree course in the double degree sequence.

At the completion of the requirements of the Bachelor of Landscape Architecture (including the 6 required units mentioned above), students will undertake 11 core LLB units (amounting to 44 credit points) and four elective law units (amounting to at least 12 credit points).

Course Advice:

Students are encouraged to seek course advice from the course director if in doubt about their study program.

Professional Recognition:

The Australian Institute of Landscape Architects recognises the Landscape Architecture course as providing a suitable basis for entering the profession. The accredited Bachelor of Laws program is under consideration by the Supreme Court of the Australian Capital Territory for the purpose of admission to legal practice.

Course Director:

Ms Kath Wellman 70/34 (06) 201 2575

Typical Fulltime Course Structure:

Bachelor of Applied Science in Landscape Architecture/Bachelor of Laws

YEAR 1

Semester 1

3626 Landscape Analysis and Site Appraisal 1.1

3627 Plant Physiology and Taxonomy 1.1

3448 Design Studies 1.1

3852 Law 1: Introduction to Law

Semester 2

1249 Landscape Design 1.2

4300 History of Australian Design

4156 Design Studies 1.2

3853 Law 2: Contracts

YEAR 2

Semester 1

3628 Landscape Design 2.1

0226 Ecology

3630 Landscape Technology 2.1

4135 Law 3: Business Transactions

Semester 2

3629 Landscape Design 2.2

4301 History of Landscape Architecture

3631 Landscape Technology 2.2

4136 Law 4: Corporations

YEAR 3

Semester 1

3293 Landscape Design 3.1

3363 Landscape Planning 3.1

3361 Landscape Technology 3.1

4137 Law 5: Taxation

Semester 2

3295 Landscape Planning and Design 3.2

3294 Landscape Technology 3.2

4138 Law 6: Administrative Law

YEAR 4

Semester 1

4158 Landscape Planning and Design 4.1 or 4157 Honours, Faculty of Environmental Design

3600 Design Professional Practice

3599 Design Theory and Criticism

3622 Built Environment, Impact Assessments

Semester 2

4159 Landscape Planning and Design 4.2

Approved Elective

YEAR 5

Semester 1

4134 Advanced Research and Writing (LLB)

3864 Public Companies (LLB) (year- long)

3860 Legal Theory (year- long)

3863 Property Law (LLB)

3849 Criminal Law (LLB)

Semester 2

3858 Law of Obligations (LLB)

3864 Public Companies (LLB) (cont'd)

3860 Legal Theory (cont'd)

0345 Constitutional Law

Elective Law Unit*

YEAR 6

Semester 1

3843 Advanced Taxation Law (LLB) (year- long)

3859 Lawyers and Professional Responsibility (LLB)

3865 Equity (LLB)

Elective Law Unit*

Semester 2

3843 Advanced Taxation (LLB) (cont'd)

3850 Evidence (LLB)

2 Elective Law Units*

*Elective Law Units

Elective Law Units include the following:

0008 Civil Rights

3846 Conflict of Laws (LLB)

3848 Corporate Crime (LLB)

2617 Employment Discrimination and the Law

0080 Family Law

3491 Insolvency Law

3851 International Business Taxation (LLB)

2613 Labour Law

3861 Legislation (LLB)

3862 Litigation and Dispute Processing (LLB)

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Degrees of Master (by thesis)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Enrolment:

Architecture (192)

Construction Management and Economics (277)

Environmental Design (158)

Industrial Design (196)

Landscape Architecture (195)

Urban and Regional Planning (110)

These masters degree courses consist of a thesis which shall comprise advanced study and research embodying an original investigation of a topic falling within one or more fields of study for which the masters degree has been accredited. Candidates whose thesis will be in a cross- disciplinary area will enrol in the Master of Environmental Design course. Those whose thesis will be predominantly in one area will enrol in the appropriate degree course. The thesis may take the form of a written report with drawings or other supplementary material.

Candidates may undertake a thesis only in an area where supervision can be provided. Staff research interests currently include: value management; total quality management; economic analysis; building services; architectural appreciation; urban design; urban environment, its history and conservation; urban landscaping and horticulture; conservation theory; bionics; ergonomics; social research and design; contemporary landscapes; landscape history; landscape planning; landscape rehabilitation; historical cultural landscapes; design management; Islamic art and architecture; oriental and traditional architecture and design; concrete technology; durability of materials; and thermal behaviour of buildings.

Course Duration:

2 years full- time or equivalent part- time.

Admission Requirements:

Entrance to the masters degree courses is open to graduates in relevant disciplines. Graduates in other disciplines or those who have successfully completed degree courses of three- year duration only, will be required to take bridging units unless they can demonstrate that their work experience has served the same purpose.

Applicants should attach a preliminary research proposal to their applications, under the following headings:

the aims and objectives of the research

the problems/issues to be investigated in the thesis

methods to be employed in conducting and organising the research

resource implications including substantial equipment needs

proposed research timetable

reasons for choosing to undertake your research at the University of Canberra

Course Requirements:

Students are required to complete a thesis valued at 48 credit points.

Enrolment:

Students enrol in either 1812 Environmental Design Masters Thesis or 2861 Environmental Design Masters Thesis (Full).

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General Information

- Faculty Staff
  - Dean:
  - Associate Deans:
  - Head of Computing Program:
  - Head of Electronics, Engineering and Applied Physics Program:
  - Head of Mathematics/Statistics Program:
  - Executive Officer:
- General Enquiries:
- Double Degree Programs in Engineering and Applied Science
- Double Degree Programs with Law
- Mathematics Laboratory
- Project Units
- Work Required

Faculty Staff

Dean:

Associate Professor Graham Pollard

Associate Deans:

Dr John Rayner

Dr Jan Newmarch

Head of Computing Program:

Dr Trevor Lawrence

Head of Electronics, Engineering and Applied Physics Program:

Dr John Rayner

Head of Mathematics/Statistics Program:

Dr Peter Taylor

Executive Officer:

Mr Andrew Linacre

General Enquiries:

11B27 (06) 201 2412

The Faculty of Information Sciences and Engineering offers the courses listed on the previous page. Students should be aware that the structure of some courses may change in 1996.

Double Degree Programs in Engineering and Applied Science

Double degrees are recommended for students of high ability who wish to enhance their employment prospects or as a preparation for a higher degree. The double degree programs offered by the Faculty provide an opportunity for students to complete a three- year applied science degree offered by this Faculty in combination with a four- year engineering degree. Because of the large amount of overlap, students may complete these two degrees (BE/BAppSc) in a minimum time of five years of full-time study. Within these double degrees the engineering award may be taken with honours.

Double Degree Programs with Law

Three double degree programs are offered by the Faculty jointly with the Faculty of Management. These programs are for students of high ability who aim to make careers in the important legal aspects of computing and engineering practice, gaining full professional status in both the legal and the technical fields.

Each of the three programs contains the Bachelor of Laws (LLB) course as its second degree- equivalent section.

The degree equivalent taken first can be the BA in Computing Studies, the BE in Computer Engineering, or the BE in Electronics and Communications Engineering. Within these double degrees, the engineering (BE) awards may be taken with honours.

The program with the BA and LLB can be completed in five years full- time study, and the two programs combining a BE with the LLB take six years full- time. The time savings are arranged mainly by taking LLB units as the management and general- elective components of the existing BA and BE courses, and it is important to follow closely the typical study programs as shown below, to achieve the minimum times.

Mathematics Laboratory

The Faculty operates a Mathematics Laboratory to assist students from any Faculty in the University who have inadequate mathematical background for their chosen courses. Tutorial assistance is also available to these students as well as to students enrolled in mathematics and statistics courses.

The Laboratory offers courses of individualised modules of work, diagnostic tests, a range of texts as well as a repository of lecture notes, examination papers and tutorial exercises.

Operation is from February until November. For information about session times enquires at the Reception Desk on Level B of Building 11, or call at the Mathematics Laboratory located in Room 11C45.

Project Units

Some of the units which students are required or elect to take may involve project work and travel, or industrial experience, off campus. In such cases, students are expected to meet their own transport costs.

Work Required

All the computing units place a strong emphasis on practical work. This is intended to be processed on the University's computer systems, and students are required to use the terminals associated with these facilities. Supervised practical work is undertaken during laboratory sessions, while practical projects and assignments are featured throughout the program of study.

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Degree of Bachelor of Applied Science in Applied Physics (096)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Professional Recognition:
- Course Administrator:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

This course is designed for students who wish to become technologists or experimental officers in the field of Applied Physics.

Students also may use this program as a bridge to an engineering degree course. Students may include in their course a number of units from other areas of this Faculty, from other Faculties and from the Australian National University. In particular, students are encouraged to include further units in mathematics, computer technology and applied science. Students are also required to complete a sequence of three management- oriented units.

The course consists of a core of required units supported by elective units as shown in the table below, which illustrates a typical study program for full- time students. The brackets following the electives indicate the minimum level at which the elective may be taken.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Advanced Mathematics Extended, and majors in Physics (T) and English (T); NSW: 3u or 4u Mathematics, 2u Physics and 2u English.

Course Requirements:

Satisfactory completion of at least 73 credit points from required and elective units.

Electives:

Electives are chosen from the fields of management studies, mathematics, physics (including units at the Australian National University), electronics and computing.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of each semester and during, their studies.

Professional Recognition:

This course is recognised by the Australian Institute of Physics.

Course Administrator:

Dr John Rayner 11A17 (06) 201 2413

Typical Fulltime Course Structure:

Bachelor of Applied Science in Applied Physics

This study program is intended to be illustrative only, and considerable variation is possible.

YEAR 1

Semester 1

3204 Engineering Physics 1 (year- long)

4275 Engineering Mathematics 1 (year-long)

4332 Electronic Engineering 1 (year-long)

Management Elective

Semester 2

3204 Engineering Physics 1 (cont'd)

4275 Engineering Mathematics 1 (cont'd)

4332 Electronic Engineering 1 (cont'd)

3541 Introduction to Computing Studies

YEAR 2

Semester 1

3992 Mathematics 4

1975 Electronics Engineering 2A

1974 Applied Physics 2 (year- long)

Elective

Semester 2

0297 Mathematics 3

0758 Communication in Science

1974 Applied Physics 2 (cont'd)

Physics BO4 (ANU)

YEAR 3

Semester 1

3993 Mathematics 5

1518 Electromagnetic Waves

1983 Power Systems

Elective

Semester 2

2608 Radio and Lightwave Communication *or*

1978 Electronic Devices and Circuits

Physics Elective (5/6 level)

1675 Applied Physics Project (3)

Elective

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Degree of Bachelor of Applied Science in Computer Science (123)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Professional Recognition:
- Course Administrator:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
    - Some alternative specialisations:
      - Computer Graphics
      - Integrated Circuit Design
      - Knowledge-based Technology and Artificial Intelligence
      - Data Base Design
      - Computer Communications and/or Microcomputer Electronics
      - Mathematics and Scientific/Engineering Software

The course leading to the degree of Bachelor of Applied Science in Computer Science has two equally important aims. The first of these is to provide a high quality formal training in computer science and the fundamental disciplines on which it depends. The second aim is to complement these studies with practical skills in one or more fields of computing technology, sufficient to design and implement computing equipment or systems based on that technology.

Graduates should be immediately productive as employees of original equipment manufacturing (OEM) firms in digital electronics, and firms which assemble small computer systems. Graduates should also be attractive to government departments, either as experimental officers in research laboratories where special-purpose computer systems are required, or as information technology officers in larger and more general installations. Computer system vendors should view graduates as having similar knowledge and skills to those whom they currently recruit for systems and sales support positions.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Advanced Mathematics Extended, and majors in Physics (T) and English (T); NSW: 3u or 4u Mathematics, 2u Physics and 2u English.

Course Requirements:

Satisfactory completion of a total of at least 72 credit points consisting of required units worth 63 credit points and elective units worth at least 9 credit points.

Electives:

A wide range of choice is provided among units approved for semesters 5 and 6, and useful specialisations are formed at that time by selecting approved combinations of units. Elective units may be any three units in any fields of study. Note, however, that this range of choice will be reduced in certain specialisations in order to meet prerequisite requirements. As shown below, some specialisations contain units whose prerequisites are not all among the required first and second year units and will therefore need to be included among the elective units during first or second year.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies. Also, each individual student's combination of units for specialisation must be approved by the Course Administrator.

Professional Recognition:

This course has been granted Level 1 accreditation by the Australian Computer Society.

Course Administrator:

Associate Professor Brian Stone 11C14 (06) 201 2417.

Typical Fulltime Course Structure:

Bachelor of Applied Science in Computer Science

YEAR 1

Semester 1

4275 Engineering Mathematics 1 (year-long)

4331 Computer Engineering 1 (year-long)

4332 Electronic Engineering 1 (year-long)

3204 Engineering Physics 1 (year-long)#

Semester 2

4275 Engineering Mathematics 1 (cont'd)

4331 Computer Engineering 1 (cont'd)

4332 Electronic Engineering 1 (cont'd)

3204 Engineering Physics 1 (cont'd)

YEAR 2

Semester 1

0305 Computer Organisation 2

1975 Electronics Engineering 2A

1985 Software Engineering 1

Either

1414 Information Systems 1 or an elective unit* (for which 0306 Information Systems 2 is normally recommended).

Semester 2

1778 Operating Systems

0297 Mathematics 3

0758 Communication in Science

Either

1982 Microcomputer Electronics

or 3992 Mathematics 4+

YEAR 3

Semester 1

2492 Computer Science Project (year- long)

0236 Computer Architecture

Two Specialisation Electives*

Two Specialisation Electives*

Semester 2

2492 Computer Science Project (cont'd)

An elective unit*

Two Specialisation Electives*

The course in Semesters 1 and 2 is identical with the Common First Year Study Program for Engineering students, to facilitate transfers to engineering courses by eligible students.

+ Most students should take 1982 Microcomputer Electronics. 3992 Mathematics 4 is strictly for those who follow the mathematics and scientific/engineering software specialisation (see below) and plan to do a project in that field.

* As some specialisations (see below) contain units whose prerequisites are not all among the required first and second year units, students may need to take the prerequisite units as electives in second year.

Some alternative specialisations:

Computer Graphics

As specialisation electives take:

both 0239 Interactive Computer Graphics

0496 Data Communications

and two of

0243 Languages and Compilers

2443 Real- Time Computer Applications

1072 Machine Intelligence or

4201 Object Oriented Software Design

Prerequisites in second year will then be:

in all cases 1982 Microcomputer Electronics, *and*

(for 4201 Object Oriented Software Design) 0306 Information Systems 2, and/or (for 1072 Machine Intelligence) 1985 Software Engineering 1.

If you need only one of these prerequisites, take any two other electives.

If you need only two of these prerequisites, take any one other elective.

Integrated Circuit Design

As specialisation electives take:

all of 1458 VLSI Design

1073 Theory of Computation

1986 Software Engineering 2, *and*

0239 Interactive Computer Graphics

Prerequisites in second year will then be:

both 1975 Electronics Engineering 2A *and*

1982 Microcomputer Electronics

either 0306 Information Systems 2 *or*

1986 Software Engineering 1

Knowledge-based Technology and Artificial Intelligence

As specialisation electives take:

1356 Expert Systems

1072 Machine Intelligence

0243 Languages and Compilers

and either 1073 Theory of Computation *or*

1986 Software Engineering 2

Prerequisites in second year will then be:

both 0306 Information Systems 2 *and*

1982 Microcomputer Electronics

Take any one other elective, preferably from an application area for artifical intelligence.

Data Base Design

As specialisation electives take:

0284 Information Systems 3

0267 Data Base Systems

0496 Data Communications

and one of

1356 Expert Systems

4201 Object Oriented Software Design *or*

1459 Digital Communications Networks

Prerequisites in second year will then be:

in all cases 1982 Microcomputer Electronics *and*

(for 4201 Object Oriented Software Design) 0306 Information Systems 2

If you need only the first of these prerequisites, take any two other electives. Otherwise take any one other elective.

Computer Communications and/or Microcomputer Electronics

As specialisation electives take:

0496 Data Communications

1459 Digital Communications Networks

2443 Real- Time Computer Applications

and one of

0243 Languages and Compilers

4201 Object Oriented Software Design

1695 Cryptology and Computability

Prerequisites in second year will then be:

in all cases 1982 Microcomputer Electronics *and*

(for 4201 Object Oriented Software Design) 0306 Information Systems 2, *and/or*

(for 1695 Cryptology and Computability) 1985 Software Engineering 1

If you need only one of these prerequisites, take any two other electives.

If you need only two of these prerequisites, take any one other elective.

Mathematics and Scientific/Engineering Software

A student who was performing well in mathematics could take as specialisation electives:

1073 Theory of Computation

and three of

0239 Interactive Computer Graphics

1072 Machine Intelligence

3993 Mathematics 5*

3994 Mathematics 6* or

3999 Mathematical Methods 5

Prerequisites in second year will then be:

(for units with*) 3992 Mathematics 4, and/or

(for 1072 Machine Intelligence) 1985 Software Engineering 1.

If you need only one of these prerequisites, take any two other electives.

If you need only two of these prerequisites, take any one other electives.

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Degree of Bachelor of Applied Science (Honours) in Computer Science (253)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Typical Fulltime Course Structure:
  - Semester 1
  - Semester 2
- Course Advice:
- Course Administrator:

The Honours course is open to students who have performed well in the third year level of the BAppSc Computer Science. Project and coursework will be aligned with research being conducted in the Faculty.

Course Duration:

This course may be completed on a full- time basis in one year, or on a part- time basis in a maximum of two and one half years.

Admission Requirements:

Admission to the Honours program is by approval from the Dean of the Faculty of Information Sciences and Engineering, advised by the Faculty Honours Committee and/or other staff as directed by the Dean. A candidate will normally be considered only if he or she has--

(a) (for a University of Canberra student who has completed the BAppSc in Computer Science) obtained a Credit or better grade in each of the best four units (other than general electives) taken in the final year of the first degree course; or

(b) (for graduates of other institutions) achieved an equivalent standard in a suitable area of study, normally a course having Level 1 accreditation with the Australian Computer Society.

An additional requirement will normally be--

(c) the academic judgement that the applicant can be expected to perform at an Honours level in each of the coursework, project, and seminar components of the program.

In exceptional circumstances these requirements may be waived by the Dean.

Course Requirements:

At least 24 credit points, made up as follows--

(a) 8 credit points from the unit 3365 Advanced Topics in Computing;

(b) 12 credit points for the unit 3366 Computing Honours Project;

(c) 1 credit point for the unit 3364 Computing Honours Seminar;

(d) The remaining credit points from PG or upper level undergraduate units--

(i) normally in computing or related scientific or technical areas, as specified by a Discipline Head for specialisation in that discipline, or

(ii) subject to the approval of the Dean of the Faculty of Information Sciences and Engineering, in communication or management areas.

Typical Fulltime Course Structure:

Bachelor of Applied Science (Honours) in Computer Science

Semester 1

3365 Advanced Topics in Computing (year- long)

3366 Computing Honours Project (year- long)

3364 Computing Honours Seminar (year- long)

Elective unit (or in semester 2)

Semester 2

3365 Advanced Topics in Computing (cont'd)

3366 Computing Honours Project (cont'd)

3364 Computing Honours Seminar (cont'd)

Elective unit (or in semester 1)

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Course Administrator:

Dr Van Le 11C18 (06) 201 2417

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Degree of Bachelor of Applied Science in Electronics (097)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Professional Recognition:
- Course Administrator:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

This course is designed for students who wish to become technologists in the field of Electronics.

Students also may use this program as a bridge to an engineering degree course. Students may include in their course a number of units from other areas of this Faculty or, from other Faculties. In particular, students are encouraged to include further units in mathematics, computer technology and applied science. Students are also required to complete a sequence of three management-oriented units.

The course consists of a core of required units supported by elective units as shown in the table below. This illustrates a typical study program for full- time students. The brackets following the electives indicate the minimum level at which the elective may be taken.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Advanced Mathematics Extended, and majors in Physics (T) and English (T); NSW: 3u or 4u Mathematics, 2u Physics and 2u English.

Course Requirements:

Satisfactory completion of at least 72 credit points from required and elective units.

Electives:

Electives are chosen from the fields of management studies, mathematics, physics, electronics and computing.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:

This course is recognised by the Institution of Radio and Electronics Engineers.

Course Administrator:

Dr John Rayner 11A17 (06) 201 2413

Typical Fulltime Course Structure:

Bachelor of Applied Science in Electronics

This study program is intended to be illustrative only, and considerable variation is possible.

YEAR 1

Semester 1

3204 Engineering Physics 1 (year- long)

4275 Engineering Mathematics 1 (year-long)

4332 Electronic Engineering 1 (year-long)

Management Elective

Semester 2

3204 Engineering Physics 1 (cont'd)

4275 Engineering Mathematics 1 (cont'd)

4332 Electronic Engineering 1 (cont'd)

3541 Introduction to Computing Studies

YEAR 2

Semester 1

3992 Mathematics 4

1975 Electronics Engineering 2A

0305 Computer Organisation 2

Elective

Semester 2

1976 Electronics Engineering 2B

1982 Microcomputer Electronics

Elective (3/4 level)

Elective

YEAR 3

Semester 1

1977 Electronics Engineering 3

0758 Communication in Science

Elective (5/6 level)

Elective (5/6 level)

Semester 2

1680 Control Systems

1405 Design Studies in Electronics (3)

1464 Analogue and Digital Signals

Elective

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Degree of Bachelor of Applied Science in Mathematics (159)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Course Administrator:
- Typical Fulltime Course Structure
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

The principal aim of this degree course is to provide its graduates with a sound education in modern applicable mathematics. The term "applicable" is used to indicate the mathematics that is widely employed in today's society. It is a developing and changing area as new applications emerge. Consequently, graduates from this course would need to have developed strategies for keeping abreast of research and new applications, and have acquired such research skills as are required in industry, commerce or government service.

In common with current practice the title "Mathematics" is now used to include the fields of operations research and statistics. The course has been designed to be sufficiently flexible to meet likely vocational needs in business, computing, engineering and applied science, and the mathematical needs of those who would wish to follow a career of secondary mathematics teaching in secondary schools and colleges.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Advanced Mathematics Extended and English (T) major; NSW: 3u or 4u Mathematics and 2u English.

Course Requirements:

Satisfactory completion of at least 72 credit points as follows--

(a) 22 credit points from the following required units:

(i) Mathematics--must do

1667 Discrete Mathematics A

4274 Mathematics 1/2

0297 Mathematics 3, and

1752 Statistics 1A

(ii) Writing--must do

either 1154 Writing 1 English Expression

or 3710 Writing 1 (ESL)

or 0758 Communication in Science

(iii) Computer Programming--must do

3541 Introduction to Computing Studies

(b) at least 20 credit points from other Mathematics units, including at least 12 credit points at level 5 or 6. These elective Mathematics units should be chosen in consultation with a course adviser or the course administrator; and

(c) Further credit points, including at least 8 credit points at level 5 or 6, as may be necessary to make a total of 72, of which not more than 30 may be at level 1 or 2, selected from any other units considered by the Dean of Faculty to be appropriate for inclusion in the course, which is concerned primarily with mathematics and its applications.

Note that combinations of units are not permitted where they have a common content.

Electives:

The course rules allow considerable scope for the inclusion of 'second majors' (under (c) above) in any discipline area that the University covers, so students can combine their mathematical studies with studies in electronics, economics, ecology or Education, to name but four examples.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Course Administrator:

Dr Peter Taylor 11B13 (06) 201 2619

Typical Fulltime Course Structure

Bachelor of Applied Science in Mathematics

YEAR 1

Semester 1

1667 Discrete Mathematics A

4274 Mathematics 1/2 (year-long)

3541 Introduction to Computing Studies

Elective

Semester 2

4274 Mathematics 1/2 (cont'd)

1154 Writing 1 English Expression

1752 Statistics 1A

Elective

YEAR 2

Semester 1

3992 Mathematics 4

3998 Mathematical Methods 4 (Operations Research)

Elective (level 3 or 4)

Semester 2

0297 Mathematics 3

3997 Mathematical Methods 3 (Discrete Mathematics)

Elective (level 3 or 4)

YEAR 3

Semester 1

Mathematics Elective (level 5 or 6)

Mathematics Elective (level 5 or 6)

Elective (level 5 or 6)

Semester 2

Mathematics Elective (level 5 or 6)

Elective (level 3 or 4)

Elective (level 5 or 6)

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Degree of Bachelor of Arts in Computing Studies (011)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Professional Recognition:
- Course Administrator:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
    - * Computing Elective:

The degree of Bachelor of Arts in Computing Studies is designed to produce professionals with computing skills for employment in government, commerce and industry in the information systems, programming, computer hardware and artificial intelligence fields:

Elective units permit students to broaden or extend their studies beyond the core computing units which cover the following fields:

Information Systems:

This area is concerned with the theoretical analysis of information systems, their implementation emphasising computer- based forms and the practical art of systems analysis and design.

Computer Programming:

This area is concerned with the practical aspects of the design, implementation and testing of computer programs, including modern techniques for artificial intelligence programming, and with the theoretical aspects of computer science.

Computer Technology:

This area is concerned with the analysis of computer architecture and the practical application of this knowledge to designing digital systems and evaluating computer configurations.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Advanced Mathematics and English (T) major; NSW: 2u or 3u Mathematics and 2u English.

Course Requirements:

Satisfactory completion of 73 credit points as follows - -

(a) 49 credit points from required units;

(b) at least 6 credit points from elective Computing units (see below);

(c) an elective sequence of units totalling at least 18 credit points chosen from a group approved from time to time by the Dean of Faculty following appropriate consultation. Such an elective sequence of units shall be of generally increasing levels up to and including level 5/6, and shall be either from one area of study (a traditional 'elective major in another discipline'), or a suitable mix of cognate units from Computing and other disciplines (an 'area of focus').

Electives:

Course advisers are available to help students select the elective units to be included in their course. The elective major, which may be from the offerings of another faculty will need to be approved by the Dean of Faculty. A list of Computing electives is provided hereunder.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of and each semester during, their studies.

Professional Recognition:

Graduates are eligible for level 1 membership of the Australian Computer Society.

Course Administrator:

Dr Clem Baker- Finch 11A38 (06) 201 2153

Typical Fulltime Course Structure:

Bachelor of Arts in Computing Studies

YEAR 1

Semester 1

3541 Introduction to Computing Studies

1667 Discrete Mathematics A

3547 Logic Probability and Statistics

Elective (c) above

Semester 2

3542 Data Structures and Algorithms

1414 Information Systems 1

0302 Computer Organisation 1

Elective (c) above

YEAR 2

Semester 1

0306 Information Systems 2

1415 Programming Systems 2

0305 Computer Organisation 2

Elective (c) above

Semester 2

1778 Operating Systems

0284 Information Systems 3

3986 Professional Communication Skills

Elective (c) above

YEAR 3

Semester 1

0234 Project Management

1986 Software Engineering 2

Elective (c) above

Computing Elective*

Semester 2

0275 Computer Practice

Elective (c) above

Computing elective*

** Computing Elective:*

Students are required to select at least two units from those listed below, to satisfy item (b) of the course requirements--

0236 Computer Architecture

0563 Computer Audit

1768 Computer Management and Evaluation

0267 Data Base Systems

0496 Data Communications

1459 Digital Communication Networks

1356 Expert Systems

1071 General Systems Theory

0239 Interactive Computer Graphics

0243 Languages and Compilers

1072 Machine Intelligence

4201 Object Oriented Software Design

2443 Real- Time Computer Applications

0263 Simulation Techniques

1073 Theory of Computation

1458 VLSI Design

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Degree of Bachelor of Arts (Honours) in Computing Studies (234)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Typical Fulltime Course Structure:
  - Semester 1
  - Semester 2
- Course Advice:
- Course Administrator:

The Honours course is open to students who have performed well in the third year level of the BA Computing Studies. Project and coursework will be aligned with research being conducted in the Faculty.

Course Duration:

This course may be completed on a full- time basis in one year, or on a part- time basis in a maximum of two and one half years.

Admission Requirements:

Admission to the Honours program is by approval from the Dean of the Faculty of Information Sciences and Engineering, advised by the Faculty Honours Committee and/or other staff as directed by the Dean. A candidate will normally be considered only if he or she has--

(a) (for a University of Canberra student who has completed the BA in Computing Studies) obtained a Credit or better grade in each of the best four units (other than general electives) taken in the final year of the first degree course; or

(b) (for graduates of other institutions) achieved an equivalent standard in a suitable area of study, normally a course having Level 1 accreditation with the Australian Computer Society.

An additional requirement will normally be--

(c) the academic judgement that the applicant can be expected to perform at an Honours level in each of the coursework, project, and seminar components of the program.

In exceptional circumstances these requirements may be waived by the Dean.

Course Requirements:

At least 24 credit points, made up as follows--

(a) 8 credit points from the unit 3365 Advanced Topics in Computing;

(b) 12 credit points for the unit 3366 Computing Honours Project;

(c) 1 credit point for the unit 3364 Computing Honours Seminar;

(d) The remaining credit points from PG or upper level undergraduate units--

(i) normally in computing or related scientific or technical areas, as specified by a Discipline Head for specialisation in that discipline, or

(ii) subject to the approval of the Dean of the Faculty of Information Sciences and Engineering, in communication or management areas.

Typical Fulltime Course Structure:

Bachelor of Arts (Honours) in Computing Studies

Semester 1

3365 Advanced Topics in Computing (year- long)

3366 Computing Honours Project (year- long)

3364 Computing Honours Seminar (year- long)

Elective unit (or in semester 2)

Semester 2

3365 Advanced Topics in Computing (cont'd)

3366 Computing Honours Project (cont'd)

3364 Computing Honours Seminar (cont'd)

Elective unit (or in semester 1)

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Course Administrator:

Dr Van Le 11C18 (06) 201 2417

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Degree of Bachelor of Commerce in Management Sciences (242)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Course Advice:
- Course Administrator:
- Typical Fulltime Course Structures:
  - Typical Course with Marketing Focus
    - YEAR 1
      - Semester 1
      - Semester 2
    - YEAR 2
      - Semester 1
      - Semester 2
    - YEAR 3
      - Semester 1
      - Semester 2
  - Typical Course with Operations Research Focus
    - YEAR 1
      - Semester 1Semester 2
    - YEAR 2
      - Semester 1Semester 2
    - YEAR 3
      - Semester 1Semester 2
  - Typical Course with Computing Systems Focus
    - YEAR 1
      - Semester 1Semester 2
    - YEAR 2
      - Semester 1Semester 2
    - YEAR 3
      - Semester 1Semester 2

This course is offered jointly by the Faculty of Information Sciences and Engineering and the Faculty of Management. The course is supervised by the Joint Course Committee for the Management Sciences Degree.

The purpose of the Management Sciences course is to provide training in the quantitative disciplines underlying the analysis of rational decision making. The title "management science" is commonly used as a synonym for such subjects as operations research, systems analysis, systems science, quantitative analysis, managerial analysis, decision analysis, or decision science. This course in management sciences views management in its decision making function, attempting to reduce as many decisions as possible to a set of decision rules.

Graduates from the course will have a basic grounding in the areas of accounting, economics, computing, mathematics and statistics, with a study of some of these areas in depth. Equipped with these analytical techniques, graduates will be immediately useful in both public and private organisations in the tasks of data gathering, processing and analysis. They will, with further experience, be able to provide a quantitative view of the decision making process in management, to complement those administrators with a different background. The course is appropriate for students coming straight from secondary school as well as for mature age students, and would ideally be followed by a postgraduate course in a specific professional area.

The course is based on units taken from four main subject areas, namely

(a) accounting and finance;

(b) economics and marketing;

(c) information systems; and

(d) mathematics, statistics and operations research.

(e) marketing

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Advanced Mathematics and English (T) major; NSW: 2u or 3u Mathematics and 2u English.

Course Requirements:

Satisfactory completion of 70 credit points of required and elective units.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Course Administrator:

Mr Roger Curnow 11A13 (06) 201 2619

Typical Fulltime Course Structures:

Bachelor of Commerce in Management Sciences

(Copies of the Determination of Course Particulars, giving greater detail of the choice of units, are available on request from the Course Administrator.)

Typical Course with Marketing Focus

YEAR 1

Semester 1

0034 Macroeconomics 1

3605 Mathematical Methods 1A

3606 Accounting Theory and Practice

4207 Introduction to Management

Semester 2

0020 Microeconomics 1

3539 Business Statistics 1

0005 Computers and Computing

0028 Concepts and Elements of Law

YEAR 2

Semester 1

4203 Corporate Finance

1414 Information Systems 1

0498 Marketing

Semester 2

4146 Managerial Accounting

4155 Management Decision Making Using Microcomputers

0306 Information Systems 2

3609 Organisational Behaviour

YEAR 3

Semester 1

2429 International Marketing

1359 Project Evaluation

0234 Project Management

Semester 2

0374 Business Management

1989 Marketing Management

1988 Intrapreneurship and Entrepreneurship

Typical Course with Operations Research Focus

YEAR 1

Semester 1Semester 2

0034 Macroeconomics 1

0020 Microeconomics 1

3605 Mathematical Methods 1A

3539 Business Statistics 1

3606 Accounting Theory and Practice

0005 Computers and Computing

4207 Introduction to Management

3604 Mathematics Methods 2

YEAR 2

Semester 1Semester 2

4203 Corporate Finance

4146 Managerial Accounting

4125 Business Statistics 2

4122 Applied Statistics 3

3998 Mathematical Methods 4

0284 Information Systems 3

1414 Information Systems 1

Elective

YEAR 3

Semester 1Semester 2

1359 Project Evaluation

4118 Mathematical Methods 6

4123 Applied Statistics 4

0374 Business Management

0234 Project Management

3609 Organisational Behaviour

Typical Course with Computing Systems Focus

YEAR 1

Semester 1Semester 2

0034 Macroeconomics 1

0020 Microeconomics 1

3605 Mathematical Methods 1A

3539 Business Statistics 1

3606 Accounting Theory and Practice

1414 Information Systems 1

1444 Basic Information Systems

4207 Introduction to Management

YEAR 2

Semester 1Semester 2

4203 Corporate Finance

4146 Managerial Accounting

4125 Business Statistics 2

4122 Applied Statistics 3

0306 Information Systems 2

0284 Information Systems 3

1359 Project Evaluation

Elective

YEAR 3

Semester 1Semester 2

0563 Computer Audit

1768 Computer Management and

0234 Project Management

Evaluation

3610 Planning and Decision Making

0374 Business Management

Free Elective

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Degree of Bachelor of Engineering in Computer Engineering (160)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Honours degrees in Engineering:
- Course Advice:
- Professional Recognition:
- Course Administrator:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - YEAR 4
    - Semester 1
    - Semester 2
    - * Electives:
- Industrial Experience:

The computer engineering course permits specialisation in either computer design (hardware) engineering, or in software and knowledge engineering. A large fraction of the course is common to both subject areas.

The computer engineering course emphasises the application of scientific principles to the design and construction of complex software systems, digital computer hardware, and computer algorithms embodying knowledge, reasoning and intelligence. It involves considerable practical work.

All engineering students undertake a common first year study program. At the end of the first year, students normally elect to continue in one of the two engineering courses, Electronics and Communications Engineering (258) or Computer Engineering (160).

Course Duration:

4 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Advanced Mathematics Extended, and majors in Physics (T) and English (T); NSW: 3u or 4u Mathematics, 2u Physics and 2u English.o

Course Requirements:

Satisfactory completion of a total of at least 96 credit points, consisting of required units worth 87 credit points and professional and general electives worth at least 9 credit points.

Honours degrees in Engineering:

Students enrolled in the four- year engineering degree courses may be admitted to the engineering honours program in the final year of study if their performance at the third year level is deemed to be satisfactory. Details of the required entry standard and honour program can be obtained from the Course Administrator.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:

The course has been granted Level 1 accreditation by the Australian Computer Society, and full recognition by the Institution of Engineers, Australia.

Course Administrator:

Associate Professor Brian Stone 11C14 (06) 201 2417

Typical Fulltime Course Structure:

Bachelor of Engineering in Computer Engineering

(H) = hardware stream (S) = software stream

(This course shares a common first year with the Bachelor of Engineering in Electronics and Computer Engineering courses.)

YEAR 1

Semester 1

4275 Engineering Mathematics 1 (year-long)

3204 Engineering Physics 1 (year- long)

4331 Computer Engineering 1 (year-long)

4332 Electronic Engineering (year-long)

Semester 2

4275 Engineering Mathematics 1 (cont'd)

3204 Engineering Physics 1 (cont'd)

4331 Computer Engineering 1 (cont'd)

4332 Electronic Engineering 1 (cont'd)

YEAR 2

Semester 1

1975 Electronics Engineering 2A

0305 Computer Organisation 2

1985 Software Engineering 1

1414 Information Systems 1

Semester 2

1778 Operating Systems

0306 Information Systems 2

1752 Statistics 1A

1982 Microcomputer Electronics (H) *or* 0758 Communication in Science (S)

YEAR 3

Semester 1

0236 Computer Architecture

1986 Software Engineering 2

3992 Mathematics 4

0758 Communication in Science (H) *or* 1072 Machine Intelligence (S)

Semester 2

0496 Data Communications

0297 Mathematics 3

0234 Project Management

General Elective*

YEAR 4

Semester 1

2443 Real- time Computer Applications (H) *or* 0243 Languages and Compilers (S)

1073 Theory of Computation

2607 Computer Engineering Project (year- long)

Professional Elective*

Semester 2

1459 Digital Communications Networks (H) *or* 4201 Object Oriented Software Design (S)

3192 Professional Seminar (Computer Engineering)

2607 Computer Engineering Project (cont'd)

Professional Elective*

**** Electives:***

Professional and General Electives may be done in different semesters from those shown in the Typical Course Structure, as long as prerequisites are satisfied.

The following units are suitable as Professional Electives (two are required) - -

0267 Data Base Systems

1459 Digital Communications Networks

1356 Expert Systems

0284 Information Systems 3

0239 Interactive Computer Graphics

1072 Machine Intelligence

3993 Mathematics 5

3994 Mathematics 6

4201 Object Oriented Software Design

2443 Real-Time Computer Applications

1458 VLSI Design

These General Elective should be in one of the following areas: management, accounting, economics, law communication or graphic communication.

Industrial Experience:

At the end of each of the second and third (full- time) years, students are required to undertake a period of at least seven weeks approved industrial experience. (Part- time arrangements may be approved by the Course Administrator, but such approval must be obtained in advance). A report will be required and will be assessed as part of the unit 3192 Professional Seminar (Computer Engineering).

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Degree of Bachelor of Engineering in Electronics and Communications Engineering (258)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- General Electives:
- Industrial Experience:
- Honours degrees in Engineering:
- Course Advice:
- Professional Recognition:
- Course Administrator:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - YEAR 4
    - Semester 1
    - Semester 2
    - * Electives:

The four year course at pass level in Electronics and Communications Engineering provides specialisations in radiowave and lightwave systems, in analog and digital communications and in electronic measurement and control.

All engineering students undertake a common first year study program. At the end of the first year, students normally elect to continue in one of the two engineering courses, Electronics and Communications Engineering (258) or Computer Engineering (160).

Course Duration:

4 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Advanced Mathematics Extended, and Physics (T) and English (T) majors; NSW: 3u or 4u Mathematics, 2u Physics and 2u English. Satisfactory completion of an Associate Diploma in Electronics Engineering or an equivalent award from a recognised institution of TAFE is also acceptable.

Course Requirements:

Satisfactory completion of at least 96 credit points of required and elective units.

General Electives:

These should be taken in the areas of accounting, management, economics, law or communication.

Industrial Experience:

Before graduating students must complete a 12- week period of professional industrial experience.

Honours degrees in Engineering:

Students enrolled in the four- year engineering degree courses may be admitted to the engineering honours program in the final year of study if their performance at the third year level is deemed to be satisfactory. Details of the honours year study programs can be obtained from the Course Administrator.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:

The course is professionally recognised by the Institution of Radio and Electronics Engineers, Australia. The course has been granted full recognition by the Institution of Engineers, Australia.

Course Administrator:

Dr William Cheung 11C9 (06) 201 2413

Typical Fulltime Course Structure:

Bachelor of Engineering in Electronics and Communications Engineering

(This course shares a common first year with the Bachelor of Engineering in Computer Engineering.)

YEAR 1

Semester 1

4275 Engineering Mathematics 1 (year-long)

3204 Engineering Physics 1 (year- long)

4332 Electronic Engineering 1 (year-long)

4331 Computer Engineering 1 (year-long)

Semester 2

4275 Engineering Mathematics 1 (cont'd)

3204 Engineering Physics 1 (cont'd)

4332 Electronic Engineering 1 (cont'd)

4331 Computer Engineering 1 (cont'd)

YEAR 2

Semester 1

1974 Applied Physics 2 (year- long)

3992 Mathematics 4

1975 Electronics Engineering 2A

0305 Computer Organisation 2

Semester 2

1974 Applied Physics 2 (cont'd)

0297 Mathematics 3

1976 Electronics Engineering 2B

1982 Microcomputer Electronics

YEAR 3

Semester 1

3993 Mathematics 5

1518 Electromagnetic Waves

1977 Electronics Engineering 3

1983 Power Systems

Semester 2

1464 Analogue and Digital Signals

1680 Control Systems

General Elective*

Professional Elective*

YEAR 4

Semester 1

2621 Design Studies in Engineering (year- long)

1512 Analogue and Digital Communications *or* 1979 Electronic Instrumentation

Professional Elective*

General Elective*

Semester 2

2621 Design Studies in Engineering (cont'd)

1513 Communication Systems *or* 1980 Instrumentation Systems

Professional Elective*

General Elective*

** Electives:*

Professional and general electives may be taken in different semester from those shown in the Typical Course Structure as long as prerequisites are satisfied.

Specialisations are provided by means of appropriate selection of electives in the course. The General Elective unit should be in one of the following areas: management, accounting, economics, law or communication. For study as Professional Electives students choose one of the following group (a) units, and three of the group (b) units. Students wanting a ***communications*** emphasis in their course should include both the units 1513 Communications Systems and 1512 Analogue and Digital Communications. Those wanting an ***instrumentation*** emphasis should choose both the units 1980 Instrumentation Systems and 1979 Electronic Instrumentation.

(a) 1513 Communication Systems

Communications Emphasis

1980 Instrumentation Systems

Instrumentation Emphasis

(b) 1512 Analogue and Digital Communications

1978 Electronic Devices and Circuits

1979 Electronic Instrumentation

0496 Data Communications

1459 Digital Communication Networks

1072 Machine Intelligence

3994 Mathematics 6

1778 Operating Systems

2608 Radio and Lightwave Communications

2443 Real- Time Computer Applications

1458 VLSI Design

Other units may be included, with the permission of the Dean.

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Double Degree of Bachelor of Applied Science in Applied Physics/Bachelor of Engineering in Electronics and Communications Engineering (272)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Industrial Experience:
- Course Advice:
- Professional Recognition:
- Course Administrator for this double degree:
- Typical Fulltime Course Structure:
- Course Administrators:
  - Applied Physics:
  - Electronics and Communications Engineering:

The double degree provides an opportunity for students to complete a three- year applied science degree offered by this Faculty in combination with the four- year engineering degree. Because of the large amount of overlap, students may complete these two degrees (BE/BAppSc) in a minimum time of five years. Within the double degree the engineering award may be taken with honours.

Course Duration:

The minimum duration of the course is 5 years while the maximum duration is 10 years.

Assumed Knowledge:

ACT: Advanced Mathematics Extended, and Physics (T) and English (T) majors; NSW: 3u or 4u Mathematics, 2u Physics and 2u English or equivalent qualifications. Satisfactory completion of an Associate Diploma in Electronics Engineering or an equivalent award from a recognised institution of TAFE is also acceptable.

Course Requirements:

The course requirements are basically that the combination of units completed should separately satisfy the requirements for the two awards making up the double degree.

Students are required to complete satisfactorily a total of 120 credit points of which from 78 to 96 points are for required core units depending on which double degree is selected. In addition, at least 9 credit points must be from general electives. Further professional elective units are then chosen to make up the balance of the course requirements depending on the particular area of expertise in which a student wishes to specialise.

Electives:

General electives are to be taken in the areas of accounting, administration, economics, communications, law or related areas, while professional electives reflect the area of specialisation.

Industrial Experience:

Before graduating with the engineering award students must also complete a 12 week period of professional industrial experience.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:

This engineering course has full recognition by the Institution of Engineers, Australia. In addition, this applied science course is recognised by the Australian Institute of Physics.

Course Administrator for this double degree:

Dr John Rayner 11A17 (06) 201 2413

Typical Fulltime Course Structure:

The normal full- time course structure follows the Electronics and Communications Engineering course (258) for the first 2 years. In Year 3 students may elect to complete the requirements for the BAppSc in Applied Physics (096) before proceeding to the rest of the engineering award in Years 4 and 5. Alternatively students may choose to complete the whole of the engineering degree and then complete the BAppSc in Applied Physics in their fifth year. The relevant course administrators for the individual degrees can be consulted for further details of the units to be taken each semester.

Course Administrators:

Applied Physics:

Dr John Rayner 11A17 (06) 201 2413

Electronics and Communications Engineering:

Dr William Cheung 11C9 (06) 201 2413.

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HANDBOOK 1995

Double Degree of Bachelor of Applied Science in Computer Science/Bachelor of Engineering in Electronics and Communications Engineering (275)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Industrial Experience:
- Course Advice:
- Professional Recognition:
- Course Administrator for this double degree:
- Typical Fulltime Course Structure:
- Course Administrators for individual degrees:
  - Computer Science:
  - Electronics and Communications Engineering:

The double degree provides an opportunity for students to complete a three- year applied science degree offered by this Faculty in combination with the four- year engineering degree. Because of the large amount of overlap, students may complete these two degrees (BE/BAppSc) in a minimum time of five years. Within the double degree the engineering award may be taken with honours.

Course Duration:

The minimum duration of the course is 5 years while the maximum duration is 10 years.

Assumed Knowledge:

ACT: Advanced Mathematics Extended, and Physics (T) and English (T) majors; NSW: 3u or 4u Mathematics, 2u Physics and 2u English or equivalent qualifications. Satisfactory completion of an Associate Diploma in Electronics Engineering or an equivalent award from a recognised institution of TAFE is also acceptable.

Course Requirements:

The course requirements are basically that the combination of units completed should separately satisfy the requirements for the two awards making up the double degree.

Students are required to complete satisfactorily a total of 120 credit points of which from 78 to 96 points are for required core units depending on their particular combination. In addition, at least 9 credit points must be from general electives. Further professional elective units are then chosen to make up the balance of the course requirements depending on the particular area of expertise in which a student wishes to specialise.

Electives:

General electives are to be taken in the areas of accounting, administration, economics, communication, law or related areas, while professional electives reflect the area of specialisation.

Industrial Experience:

Before graduating with the engineering award students must also complete a 12 week period of professional industrial experience.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:

This engineering course has full recognition by the Institution of Engineers, Australia. The Bachelor of Applied Science course in Computer Science has been granted Level 1 accreditation by the Australian Computer Society.

Course Administrator for this double degree:

Dr John Rayner 11A17 (06) 201 2413

Typical Fulltime Course Structure:

The normal full- time course structure follows the Electronics and Communications Engineering course (258) for the first 2 years. In Year 3 students may elect to complete the requirements for the BAppSc in Computer Science (123) before proceeding to the rest of the engineering award in Years 4 and 5. Alternatively students may choose to complete the whole of the engineering degree and then complete the BAppSc in Computer Science in their fifth year. The relevant course administrators for the individual degrees can be consulted for further details of the units to be taken each semester.

Course Administrators for individual degrees:

Computer Science:

Associate Professor Brian Stone 11C14 (06) 201 2417

Electronics and Communications Engineering:

Dr William Cheung 11C9 (06) 201 2413.

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Double Degree of Bachelor of Applied Science in Electronics/ Bachelor of Engineering in Computer Engineering (274)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Industrial Experience:
- Course Advice:
- Professional Recognition:
- Course Administrator:
- Typical Fulltime Course Structure:
- Course Administrators:
  - Electronics:
  - Computer Engineering:

The double degree provides an opportunity for students to complete a three- year applied science degree offered by this Faculty in combination with the four- year engineering degree. Because of the large amount of overlap, students may complete these two degrees (BE/BAppSc) in a minimum time of five years. Within the double degree the engineering award may be taken with honours.

Course Duration:

The minimum duration of the course is 5 years while the maximum duration is 10 years.

Assumed Knowledge:

ACT: Advanced Mathematics Extended, and Physics (T) and English (T) majors; NSW: 3u or 4u Mathematics, 2u Physics and 2u English. Satisfactory completion of an Associate Diploma in Electronics Engineering or an equivalent award from a recognised institution of TAFE is also acceptable.

Course Requirements:

The course requirements are basically that the combination of units completed should separately satisfy the requirements for the two awards making up the double degree.

Students are required to complete satisfactorily a total of 120 credit points of which from 78 to 96 points are for required core units depending on which double degree is selected. In addition, at least 9 credit points must be from general electives. Further professional elective units are then chosen to make up the balance of the course requirements depending on the particular area of expertise in which a student wishes to specialise.

Electives:

General electives are to be taken in the areas of accounting, administration, economics, communications, law or related areas, while professional electives reflect the area of specialisation.

Industrial Experience:

Before graduating with the engineering award students must also complete 14 weeks of professional industrial experience.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:

This engineering course has full recognition by the Institution of Engineers, Australia. In addition, this applied science course is recognised by the Institution of Radio and Electronics Engineers.

Course Administrator:

Associate Professor Brian Stone 11C14 (06) 201 2417

Typical Fulltime Course Structure:

The normal full- time course structure follows the Computer Engineering course (160) for the first 2 years. In Year 3 students may elect to complete the requirements for the BAppSc in Electronics (097) before proceeding to the rest of the engineering award in Years 4 and 5. Alternatively students may choose to complete the whole of the engineering degree and then complete the BAppSc in their fifth year. The relevant course administrators for the individual degrees can be consulted for further details of the units to be taken each semester.

Course Administrators:

Electronics:

Dr John Rayner 11A17 (06) 201 2413

Computer Engineering:

Associate Professor Brian Stone 11C14 (06) 201 2417.

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Double Degree of Bachelor of Applied Science in Mathematics/ Bachelor of Engineering in Electronics and Communications Engineering (273)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Industrial Experience:
- Course Advice:
- Professional Recognition:
- Course Administrator:
- Typical Fulltime Course Structure:
- Course Administrators:
  - Mathematics:
  - Electronics and Communications Engineering:

The double degree provides an opportunity for students to complete a three- year applied science degree offered by this Faculty in combination with the four- year engineering degree. Because of the large amount of overlap, students may complete these two degrees (BE/BAppSc) in a minimum time of five years. Within the double degree the engineering award may be taken with honours.

Course Duration:

The minimum duration of the course is 5 years while the maximum duration is 10 years.

Assumed Knowledge:

ACT: Advanced Mathematics Extended, and Physics (T) and English (T) majors; NSW: 3u or 4u Mathematics, 2u Physics and 2u English or equivalent qualifications. Satisfactory completion of an Associate Diploma in Electronics Engineering or an equivalent award from a recognised institution of TAFE is also acceptable.

Course Requirements:

The course requirements are basically that the combination of units completed should separately satisfy the requirements for the two awards making up the double degree.

Students are required to complete satisfactorily a total of 120 credit points of which from 78 to 96 points are for required core units depending on which double degree is selected. In addition, at least 9 credit points must be from general electives. Further professional elective units are then chosen to make up the balance of the course requirements depending on the particular area of expertise in which a student wishes to specialise.

Electives:

General electives are to be taken in the areas of accounting, administration, economics, communications, law or related areas, while professional electives reflect the area of specialisation.

Industrial Experience:

Before graduating with the engineering award students must also complete a 12 week period of professional industrial experience.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:

This engineering course has full recognition by the Institution of Engineers, Australia.

Course Administrator:

Dr John Rayner 11A17 (06) 201 2413

Typical Fulltime Course Structure:

The normal full- time course structure follows the Electronics and Communications Engineering course (258) for the first 2 years. In Year 3 students may elect to complete the requirements for the BAppSc in Mathematics (159) before proceeding to the rest of the engineering award in Years 4 and 5. Alternatively students may choose to complete the whole of the engineering degree and then complete the BAppSc in their fifth year. The relevant course administrators for the individual degrees can be consulted for further details of the units to be taken each semester.

Course Administrators:

Mathematics:

Dr Peter Taylor 11A9 (06) 201 2619

Electronics and Communications Engineering:

Dr William Cheung 11C9 (06) 201 2413.

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Double Degree of Bachelor of Arts in Computing Studies/ Bachelor of Laws (284)

- Course Duration:
- Assumed Knowledge:
- Admission Requirements:
- Administrative Arrangements:
- Course Structure:
- Course Advice:
- Professional Recognition:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - YEAR 4
    - Semester 1
    - Semester 2
  - YEAR 5
    - Semester 1
    - Semester 2
    - * Computing Elective:
    - **Elective Law Units:

This double degree is offered jointly with the Faculty of Management.

The program is for students of high ability who aim to make careers in the important legal aspects of computing, gaining full professional status in both the legal and the technical fields. The program contains the Bachelor of Laws (LLB) course as its second degree- equivalent section.

To enable completion in a minimum of five years, time savings are arranged mainly by taking LLB units as the management and general elective components of the existing BA course. It is important therefore to follow closely the typical study program as shown below, to achieve the minimum time.

Course Duration:

5 years full- time; maximum period of study 8 years

Assumed Knowledge:

ACT: Advanced Mathematics, and English (T) major; NSW: 2u or 3u Mathematics, 2u English.

Admission Requirements:

The entry level for each double degree course is determined in consultation between the Faculty of Information Sciences and Engineering and the Faculty of Management. Admission to a double degree course will ensure that the student will be permitted to proceed into the Bachelor of Laws component of the course. However, before the final two years (full- time equivalent) of the Bachelor of Laws course can be undertaken, students undertaking a double degree must have satisfied the academic requirements for the first degree in the double degree course.

An information booklet on the course structure of the double degree course may be obtained from the School of Law office (6C31).

Administrative Arrangements:

Students undertaking the double degree course will be able to be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Structure:

The course structure of the double degree course requires that students admitted to a double degree course must undertake 6 required law units as part of the first degree course in the double degree sequence.

At the completion of the requirements of the Bachelor Arts in Computing Studies (including the 6 required units mentioned above), students will undertake 11 core LIB units (amounting to 44 credit points) and four elective law units (amounting to at least 12 credit points).

Course Advice:

Students are encouraged to seek course advise from the course convener if in doubt about their study program.

Professional Recognition:

On completion of the Bachelor of Arts in Computing Studies, graduates are eligible for Level 1 membership of the Australian computer Society.

Course Convener:

Dr Clem Baker- Finch 11A38 (06) 201 2153

Typical Fulltime Course Structure:

Bachelor of Arts in Computing Studies/Bachelor of Laws

YEAR 1

Semester 1

3541 Introduction to Computing Studies

1667 Discrete Mathematics A

3547 Logic Probability and Statistics

3852 Law 1 : Introduction to Law

Semester 2

3542 Data Structures and Algorithms

1414 Information Systems 1

0302 Computer Organisation 1

3853 Law 2 : Contract

YEAR 2

Semester 1

0306 Information Systems 2

1415 Programming Systems 2

0305 Computer Organisation 2

4138 Law 6 : Administrative Law

Semester 2

1778 Operating Systems

3986 Professional Communications Skills

0284 Information Systems 3

4135 Law 3 : Business Transactions Law

YEAR 3

Semester 1

0234 Project Management

1986 Software Engineering 2

Computing elective*

4137 Law 5 : Taxation

Semester 2

0275 Computer Practice

Computing Elective*

4136 Law 4 : Corporations

YEAR 4

Semester 1

4134 Advanced Research and Writing (LLB)

3864 Public Companies (LLB) (year- long)

3860 Legal Theory (year- long)

3863 Property Law (LLB)

3849 Criminal Law (LLB)

Semester 2

3858 Law of Obligations (LLB)

0345 Constitutional Law

3864 Public Companies (LLB) (cont'd)

3860 Legal Theory (cont'd)

Elective Law Unit**

YEAR 5

Semester 1

3843 Advanced Taxation Law (LLB) (year- long)

3859 Lawyers and Professional Responsibility (LLB)

3865 Equity (LLB)

Elective Law Unit**

Semester 2

3843 Advanced Taxation Law (LLB) (cont'd)

3850 Evidence (LLB)

2 Elective Law Units**

** Computing Elective:*

Students are required to select at least two units from those listed below - -

0236 Computer Architecture

0563 Computer Audit

1768 Computer Management and Evaluation

0267 Data Base Systems

0496 Data Communications

1459 Digital Communication Networks

1356 Expert Systems

1071 General Systems Theory

0239 Interactive Computer Graphics

0243 Languages and Compilers

1072 Machine Intelligence

4201 Object Oriented Software Design

2443 Real- Time Computer Applications

0263 Simulation Techniques

1073 Theory of Computation

1458 VLSI Design

***Elective Law Units:*

Elective Law Units include the following:

0008 Civil Rights

3846 Conflict of Laws (LLB)

3848 Corporate Crime (LLB)

2617 Employment Discrimination and the Law

0080 Family Law

3491 Insolvency Law

3851 International Business Taxation (LLB)

2613 Labour Law

3861 Legislation (LLB)

3862 Litigation and Dispute Processing (LLB)

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Double Degree of Bachelor of Engineering in Computer Engineering/Bachelor of Laws (288)

- Course Duration:
- Assumed Knowledge:
- Admission Requirements:
- Administrative Arrangements:
- Course Structure:
- Professional Recognition:
- Course Administrator:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - YEAR 4
    - Semester 1
    - Semester 2
  - YEAR 5
    - Semester 1
    - Semester 2
  - YEAR 6
    - Semester 1
    - Semester 2
    - * Elective Law Units:

This double degree is offered jointly with the Faculty of Management.

The program is for students of high ability who aim to make careers in the important legal aspects of computer engineering, gaining full professional status in both the legal and the technical fields. The program contains the Bachelor of Laws (LLB) course as its second degree- equivalent section.

To enable completion in a minimum of six years, time savings are arranged mainly by taking LLB units as the management and general elective components of the existing BE course. It is important therefore to follow closely the typical study program as shown below, to achieve the minimum time.

An information booklet on the course structure of double degree courses may also be obtained from the School of Law office (ÉC31).

Course Duration:

6 years full- time; maximum period of study 10 years

Assumed Knowledge:

ACT: Advanced Mathematics Extended, and Physics (T), English (T) majors; NSW: 3u or 4u Mathematics, 2u Physics, 2u English.

Admission Requirements:

The entry level for each double degree course is determined in consultation between the Faculty of Information Sciences and Engineering and the Faculty of Management. Admission to a double degree course will ensure that the student will be permitted to proceed into the Bachelor of Laws component of the course. However, before the final two years (full- time equivalent) of the Bachelor of Laws course can be undertaken, students undertaking a double degree must have satisfied the academic requirements for the first degree in the double degree course.

Administrative Arrangements:

Students undertaking the double degree course will be able to be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Structure:

The course structure of the double degree course requires that students admitted to a double degree course must undertake 6 required law units as part of the first degree course in the double degree sequence.

At the completion of the requirements of the Bachelor of Engineering in Computer Engineering (including the 6 required units mentioned above), students will undertake 11 core LLB units (amounting to 44 credit points) and four elective law units (amounting to at least 12 credit points).

Professional Recognition:

The Bachelor of Engineering in Computer Engineering degree has been granted Level 1 accreditation by the Australian Computer Society, and full recognition by the Institution of Engineers, Australia.

Course Administrator:

Associate Professor Brian Stone 11C14 (06) 201 2417

Typical Fulltime Course Structure:

Bachelor of Engineering in Computer Engineering/Bachelor of Laws

(H) = hardware stream (S) = software stream

YEAR 1

Common First Year

Semester 1

4275 Engineering Mathematics 1 (year-long)

3204 Engineering Physics 1 (year- long)

4331 Computer Engineering 1 (year-long)

4332 Electronic Engineering 1 (year-long)

3852 Law 1 : Introduction to Law

Semester 2

4275 Engineering Mathematics 1 (cont'd)

3204 Engineering Physics 1 (cont'd)

4331 Computer Engineering 1 (cont'd)

4332 Electronic Engineering 1 (cont'd)

YEAR 2

Semester 1

1975 Electronics Engineering 2A

0305 Computer Organisation 2

1985 Software Engineering 1

1414 Information Systems 1

4138 Law 6 : Administrative Law

Semester 2

1778 Operating Systems

0306 Information Systems 2

1752 Statistics 1A

1982 Microcomputer Electronics (H) or 0758 Communication in Science (S)

3853 Law 2 : Contract

YEAR 3

Semester 1

0236 Computer Architecture

1986 Software Engineering 2

3992 Mathematics 4

0758 Communication in Science (H) or 1072 Machine Intelligence (S)

4137 Law 5 : Taxation

Semester 2

0496 Data Communications

0297 Mathematics 3

0234 Project Management

4136 Law 4 : Corporations

YEAR 4

Semester 1

2443 Real- time Computer Applications (H) or 0243 Languages and Compilers (S)

1073 Theory of Computation

2607 Computer Engineering Project (year- long)

Professional Elective

Semester 2

1459 Digital Communications Networks

(H) or 4201 Object Oriented Software Design (S)

3192 Professional Seminar (Computer Engineering)

2607 Computer Engineering Project (cont'd)

4135 Law 3 : Business Transactions

YEAR 5

Semester 1

4134 Advanced Legal Research and Writing (LLB)

3864 Public Companies (LLB) (year- long)

3860 Legal Theory (year- long)

3863 Property Law (LLB)

3849 Criminal Law (LLB)

Semester 2

3858 Law of Obligations (LLB)

0345 Constitutional Law

3864 Public Companies (LLB) (cont'd)

3860 Legal Theory (cont'd)

Elective Law Unit*

YEAR 6

Semester 1

3843 Advanced Taxation Law (LLB) (year- long)

3859 Lawyers and Professional Responsibility (LLB)

3865 Equity (LLB)

Elective Law Unit*

Semester 2

3843 Advanced Taxation Law (LLB) (cont'd)

3850 Evidence (LLB)

2 Elective Law Units*

**** Elective Law Units:***

Elective Law Units include the following:

0008 Civil Rights

3846 Conflict of Laws (LLB)

3848 Corporate Crime (LLB)

2617 Employment Discrimination and the Law

0080 Family Law

3491 Insolvency Law

3851 International Business Taxation (LLB)

2613 Labour Law

3861 Legislation (LLB)

3862 Litigation and Dispute Processing (LLB)

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Double Degree of Bachelor of Engineering in Electronics and Communications Engineering/Bachelor of Laws (287)

- YEAR 1
  - Common First YearSemester 1
  - Semester 2
- YEAR 2
  - Semester 1
  - Semester 2
- YEAR 3
  - Semester 1
  - Semester 2
- YEAR 4
  - Semester 1
  - Semester 2
- YEAR 5
  - Semester 1
  - Semester 2
- YEAR 6
  - Semester 1
  - Semester 2
  - * Elective Law Units:

This double degree is offered jointly with the Faculty of Management.

The program is for students of high ability who aim to make careers in the important legal aspects of electronics and communications engineering, gaining full professional status in both the legal and the technical fields. The program contains the Bachelor of Laws (LLB) course as its second degree- equivalent section.

To enable completion in a minimum of six years, time savings are arranged mainly by taking LLB units as the management and general elective components of the existing BE courses. It is important therefore to follow closely the typical study program as shown below, in order to complete the course in the minimum time.

An information booklet on the course structure of double degree course may also be obtained from the School of Law office (6C31).

Course Duration:

6 years full- time; maximum period of study 10 years

Assumed Knowledge:

ACT: Advanced Mathematics Extended, and Physics (T), English (T) majors; NSW: 3u or 4u Mathematics, 2u Physics, 2u English. Satisfactory completion of an Associate Diploma in Electronics Engineering or an equivalent award from a recognised institution of TAFE is also acceptable.

Admission Requirements:

The entry level for each double degree course is determined in consultation between the Faculty of Information Sciences and Engineering and the Faculty of Management. Admission to a double degree course will ensure that the student will be permitted to proceed into the Bachelor of Laws component of the course. However, before the final two years (full- time equivalent) of the Bachelor of Laws course can be undertaken, students undertaking a double degree must have satisfied the academic requirements for the first degree in the double degree course.

Administrative Arrangements:

Students undertaking the double degree course will be able to be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Structure:

The course structure of the double degree course requires that students admitted to a double degree course must undertake 6 required law units as part of the first degree course in the double degree sequence.

At the completion of the requirements of the Bachelor of Engineering in Electronics and Communications Engineering (including the 6 required units mentioned above), students will undertake 11 core LLB units (amounting to 44 credit points) and four elective law units (amounting to at least 12 credit points).

Course Advice:

Students should seek advice from the course convener in the selection of the professional electives and if in doubt about their study programs.

Course Administrator for the double degree:

Dr John Rayner 11A17 (06) 201 2511

Professional Recognition:

The Bachelor of Engineering in Electronics and Communications Engineering degree course is professionally recognised by the Institution of Radio and Electronics Engineers, Australia. The course has been granted full recognition by the Institution of Engineers, Australia.

Course Administrator for Electronics and Communications Engineering:

Dr William Cheung 11C9 (06) 201 2413

Typical Full- time Course Structure:

Bachelor of Engineering in Electronics and Communications Engineering/Bachelor of Laws

YEAR 1

Common First YearSemester 1

4275 Engineering Mathematics 1 (year-long)

3204 Engineering Physics 1 (year- long)

4331 Computer Engineering 1 (year-long)

4332 Electronic Engineering 1 (year-long)

3852 Law 1 : Introduction to Law

Semester 2

4275 Engineering Mathematics 1 (cont'd)

3204 Engineering Physics 1 (cont'd)

4331 Computer Engineering (cont'd)

4332 Electronic Engineering (cont'd)

YEAR 2

Semester 1

1974 Applied Physics 2 (year- long)

3992 Mathematics 4

1975 Electronics Engineering 2A

0305 Computer Organisation 2

4138 Law 6 : Administrative Law

Semester 2

1974 Applied Physics 2 (cont'd)

0297 Mathematics 3

1976 Electronics Engineering 2B

1982 Microcomputer Electronics

3853 Law 2 : Contract

YEAR 3

Semester 1

3993 Mathematics 5

1518 Electromagnetic Waves

1977 Electronics Engineering 3

1983 Power Systems

Semester 2

1464 Analogue and Digital Signals

1680 Control Systems

4135 Law 3 : Business Transactions

Professional Elective

YEAR 4

Semester 1

2621 Design Studies in Engineering (year- long)

1512 Analogue and Digital Communications *or* 1979 Electronic Instrumentation

4137 Law 5 : Taxation

Semester 2

2621 Design Studies in Engineering (cont'd)

Professional Elective

1513 Communication Systems *or* 1980 Instrumentation Systems

4136 Law 4 : Corporations

YEAR 5

Semester 1

4134 Advanced Research and Writing (LLB)

3864 Public Companies (LLB) (year- long)

3860 Legal Theory (year- long)

3863 Property Law (LLB)

3849 Criminal Law (LLB)

Semester 2

3858 Law of Obligations (LLB)

0345 Constitutional Law

3864 Public Companies (LLB) (cont'd)

3860 Legal Theory (cont'd)

Elective Law Unit*

YEAR 6

Semester 1

3843 Advanced Taxation Law (LLB) (year- long)

3859 Lawyers and Professional Responsibility (LLB)

Elective Law Unit*

3865 Equity (LLB)

Semester 2

3843 Advanced Taxation Law (LLB) (cont'd)

3850 Evidence (LLB)

2 Elective Law Units*

** Elective Law Units:*

Elective Law Units include the following:

0008 Civil Rights

3846 Conflict of Laws (LLB)

3848 Corporate Crime (LLB)

2617 Employment Discrimination and the Law

0080 Family Law

3491 Insolvency Law

3851 International Business Taxation (LLB)

2613 Labour Law

3861 Legislation (LLB)

3862 Litigation and Dispute Processing (LLB)

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Graduate Certificate in Information Technology Team Management (295)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Typical Course Structure:
  - Semester 1
    - A typical part-time study program is as follows
    - Year 1
      - Semester 1
      - Semester 2
- Status
- Course Advice:
- Course Administrator:

This course is intended for managers working in information technology areas of the Public Service and other large organisations. The course provides potential or practising managers with formal education in the theory and practice of information technology team management. The course explores current management practices, project management strategies, theories of group dynamics, human resource issues and key information technology concepts, to provide an understanding of effective information technology team management.

Note: This is a full-fee paying course.

Course Duration:

The course may be completed in one semester of full-time study or part-time equivalent. Maximum period of study is 2 years.

Admission Requirements:

To be admitted to the course applicants should hold a bachelor degree or an award that in the opinion of Academic Board is the equivalent of a degree conferred by a tertiary institution recognised by Academic Board. Applicants may also be admitted if they have "satisfied the Academic Board that they have achieved sufficient academic or professional experience in a suitable area of study to enable them to have a reasonable likelihood of success in that course".

Course Requirements:

The course structure is as follows:

(a) two core units covering information technology issues and the management of projects, people and resources in the information technology environment

(b) one unit in either organisational psychology or communication

(c) one unit in either management theory fundamentals or in computing

Students are required to complete units worth at least 12 credit points obtained as follows:

(a) 6 credit points to be obtained from the following units

3943 Introduction to Management G

3390 Project Management G

(b) 3 credit points from the following units

2268 Communication G1

3664 Organisational Psychology G

(c) 3 credit points from the following units

0503 Computer Management and Evaluation G

3984 Management Information Systems G

0556 Systems Analysis G2

(d) or such units at levels G or 5/6 as may be approved by the Dean of Faculty

Typical Course Structure:

Graduate Certificate in Information Technology Team Management

A typical one semester full-time study program is as follows

Semester 1

3943 Introduction to Management G

3664 Organisational Psychology G

0563 Computer Audit (substitute for 3390 Project Management G which is only available in second semester)

3984 Management Information Systems G

A typical part-time study program is as follows

Year 1

Semester 1

3943 Introduction to Management G

3664 Organisational Psychology G

Semester 2

3984 Management Information Systems G

3390 Project Management G

Status

Status may be granted for a maximum of two units on the basis of work done as part of an incomplete award at the University of Canberra or another institution. Students who have previously completed units listed above or equivalent ones from other institutions, and for which status is not available, will be required to study other units as approved by the Dean.

Course Advice:

Students are recommended to seek advice from the course convener on academic questions relating to their study program.

Course Administrator:

Ms Penny Collings 11C51 (06) 201 2153

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Graduate Certificate in Information Technology Training (294)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Typical Course Structure:
  - Full-time:
  - Part-time:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
- Status:
- Course Advice:
- Course Administrator:

This course is designed for people providing training courses in, or using, information technology. The course objectives are to provide participants with:

(a) an understanding of the training needs of people working in an information technology environment;

(b) an understanding of the use of relevant information technology mediums to assist with training;

(c) an understanding of computing terminology, issues and concerns;

(d) the ability to evaluate, redesign and present training in a more suitable manner; and

(e) the opportunity to practise presenting training using a variety of information technology mediums.

Note: This is a full-fee paying course.

Course Duration:

The course may be completed in one semester of full-time study or part-time equivalent. Maximum period of study is 2 years.

Admission Requirements:

To be admitted to the course applicants should hold a bachelor degree or an award that in the opinion of Academic Board is the equivalent of a degree conferred by a tertiary institution recognised by Academic Board. Priority will be given to applicants with relevant work experience.

Applicants may also be admitted if they have "satisfied the Academic Board that they have achieved sufficient academic or professional experience in a suitable area of study to enable them to have a reasonable likelihood of success in that course".

Course Requirements:

The course includes four units: in information technology, human resource management, training program design and presentation, and either computing, education or management. Units worth at least 12 credit points must be completed as follows:

(a) 9 credit points from the following units:

3984 Management Information Systems G

3488 Human Resource Management 2

4276 Information Technology Training Project G

(b) 3 credit points from the following units:

0983 Computing G

3888 Introduction to Database Systems G

0555 Systems Analysis G1

3925 Elements of Human Resource Management G

3959 Managing Individual and Organisational Change G

3432 Human Resource Management 1

3267 Theory and Principles in Adult Education G

3272 Theory and Principles of Systems Evaluation G

3414 Theory and Principles of Group Dynamics G

(c) or such units at levels G or 5/6 as may be approved by the Dean of Faculty.

Typical Course Structure:

Graduate Certificate in Information Technology Training

Full-time:

The course will not normally be available for full-time study due to the need to complete a preparatory unit, 3488 Human Resource Management 2, before undertaking the 4276 Information Technology Training Project unit.

Part-time:

A typical part-time study program would commence in second semester as follows:

YEAR 1

Semester 1

(empty)

Semester 2

3984 Management Information Systems G

3488 Human Resource Management 2

YEAR 2

Semester 1

4276 Information Technology Training Project G only available in semester 1

3959 Managing Individual and Organisational Change G

Semester 2

(empty)

Status:

Status may be granted for a maximum of two units on the basis of work done as part of an incomplete award at the University of Canberra or another institution. Students who have previously completed units listed above or equivalent ones from other institutions, and for which status is not available, will be required to study other units as approved by the Dean.

Course Advice:

Students are recommended to seek advice from the course convener on academic questions relating to their study program.

Course Administrator:

Ms Penny Collings 11C51 (06) 201 2153

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Graduate Diploma in Applicable Mathematics (162)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Specialisations:
- Limitation on Status:
- Course Advice:
- Course Administrator:
- Typical Full-time Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2

This course caters for people who did not study mathematics in depth in their first degree but who wish to acquire a good working knowledge of mathematics equivalent to a major sequence of study at a university. Graduates may use the Diploma to change the focus of their employment or to use mathematics to enhance their existing career.

Course Duration:

1 year full- time or equivalent part- time; however this course is normally undertaken on a part- time basis. Maximum period of study is 4 years.

Admission Requirements:

Students entering the course should have a recognised degree or its equivalent and have the equivalent of one year of tertiary mathematics. Bridging units, not part of the course, are available for those who cannot meet this requirement. Students should also have some familiarity with a computer language and the use of a computer, and with some of the discrete mathematics employed in computing. Introductory units, 0983 Computing G and 1564 Finite Mathematics G, are available for those who lack this experience, and who wish to better prepare themselves for the course. Intending students with an interest in administration may also find the introductory unit 3889 Quantitative Methods G helpful as preparation for the course.

Course Requirements:

Satisfactory completion of eight units (24 credit points) as follows--

(a) two required core units (6 credit points) - -

4126 Applied Statistics G1 and

0553 Programming Techniques G1;

(b) at least two elective graduate units (6 credit points) from the following--

3995 Mathematics G3

3996 Mathematics G4

4119 Mathematical Methods G3

or other appropriate units approved by the Dean of Faculty;

and

at least 6 credit points in units chosen from Mathematics units at level 5/6 approved by the Dean of Faculty;

(c) if necessary to make a total of 24 credit points, up to 6 credit points in units at level G or 5/6 from the fields of Mathematics, Statistics or Computing or such other appropriate field of study, approved by the Dean of Faculty, except 1127 General Mathematics G1, 1128 General Mathematics G2, 1564 Finite Mathematics G, 0983 Computing G, and 3889 Quantitative Methods G.

Specialisations:

Students may choose to specialise in one of the following areas:

(a) Operations research,

(b) Discrete mathematics including application to computer science,

(c) Applied analysis and numerical analysis,

(d) Mathematics for teaching.

Limitation on Status:

(a) Status may be claimed on the basis of prior completed awards only for the two required units.

(b) Status on the basis of an incomplete course at the same level may be claimed for a maximum of 12 credit points.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Course Administrator:

Dr Peter Taylor 11B13 (06) 201 2619

Typical Full-time Course Structure:

Graduate Diploma in Applicable Mathematics

For a student with previous tertiary level mathematics, statistics and computing experience:

YEAR 1

Semester 1

3996 Mathematics G4

4126 Applied Statistics G1

0553 Programming Techniques G1

3999 Mathematical Methods 5 (Advanced Discrete Mathematics)

Semester 2

3995 Mathematics G3

3994 Mathematics 6

4119 Mathematical Methods G3

Many students study this course part-time, by studying two units per semester.

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Graduate Diploma in Computing Studies (054)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Professional Recognition:
- Course Administrator:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
- Status:
- NOTE:

This course is designed for people who have not previously studied computing in detail and who want to acquire professional expertise in the computer programming field. Some students use this Graduate Diploma as the basis for commencing a computing career. Others use the computing expertise to enhance the effectiveness of their work within the professional field of their first degree.

Course Duration:

One and a half years full- time or equivalent part- time. Maximum period of study is 4 years.

Admission Requirements:

Intending students should ordinarily have a degree from a recognised tertiary institution.

Because the course is designed as a "capstone" to a first degree, no person may undertake the Graduate Diploma in Computing Studies if he or she has previously satisfactorily completed the University of Canberra course leading to the degree of Bachelor of Arts in Computing Studies or any other course which, in the opinion of the Dean of Faculty, is equivalent to that undergraduate course (except with the permission of Academic Board).

Course Requirements:

Satisfactory completion of at least 30 credit points in ten semester units.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:

Graduates are eligible for level 1 membership of the Australian Computer Society.

Course Administrator:

Mr Chris Chlap 11B16 (06) 201 2153

Typical Fulltime Course Structure:

Graduate Diploma in Computing Studies

YEAR 1

Semester 1

0983 Computing G*

1564 Finite Mathematics G*

3888 Introduction to Database Systems G

0555 Systems Analysis G1

Semester 2

1525 Computer Structures G1

0553 Programming Techniques G1

0556 Systems Analysis G2

YEAR 2

Semester 1

1526 Computer Structures G2

0496 Data Communications

0554 Programming Techniques G2

Status:

Up to 12 credit points status, or credit, may be granted on the basis of previous tertiary studies for the basic required units, marked *, and for up to two of the remaining required units.

NOTE:

Units need not necessarily be taken in this order except that the basic required units must be completed before any units other than 0555 Systems Analysis G1 and 3888 Introduction to Database Systems G. Not all units are available in all semesters. Each G2 unit has the relevant G1 unit as prerequisite.

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Graduate Diploma in Electronics (034)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Course Administrator:
- Typical Parttime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2

This course is designed to meet the needs of persons who hold recognised degrees or equivalent in fields other than electronics, and who have a need for a knowledge of electronics in their various professions. It is not intended for those who are already qualified in the field, though such persons may be permitted to enrol for individual units of the course if places are available.

Course Duration:

This course is normally completed in two years of part- time study. Full- time study is not recommended.

Admission Requirements:

An adequate knowledge of mathematics will be assumed equivalent to first year tertiary level. Students whose mathematical background is insufficient may be advised or required to undertake bridging units.

Course Requirements:

Satisfactory completion of eight required units.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Course Administrator:

Dr John Rayner 11A17 (06) 201 2413

Typical Parttime Course Structure:

Graduate Diploma in Electronics

YEAR 1

Semester 1

1525 Computer Structures G1

0750 Digital Systems G

Semester 2

0350 Electronic Theory and Practice G

0751 Microcomputers G

YEAR 2

Semester 1

0901 Telecommunications G

0900 Electronics Project G

Semester 2

0351 Analogue Systems G

1681 Control Systems G

A full- time student will take all the units listed above under Semester 1 in first semester and all the units listed under Semester 2 in second semester. However it should be recognised that 0901 Telecommunications G, 0351 Analogue Systems G and 1681 Control Systems G assume a prior knowledge of electronics. Students, therefore, with no background in electronics should not attempt the course on a full-time basis.

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Graduate Diploma in Information Sciences (225)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Course Administrator:

This course is postgraduate in content and in time and provides for interdisciplinary studies in statistics, operations research, mathematics, information systems, software engineering, computer technology, artificial intelligence and several engineering related topics including electronics engineering and applied physics.

Course Duration:

1 year full- time or equivalent part- time

Admission Requirements:

For admission to the course, an approved undergraduate major in applied physics, computing, electronics, mathematics, operations research or statistics is required. Alternatively, an approved graduate diploma such as the Graduate Diploma in Computing Studies, the Graduate Diploma in Information Systems, the Graduate Diploma in Electronics, the Graduate Diploma in Applicable Mathematics, the Graduate Diploma in Statistics or an equivalent graduate diploma is required. A pass degree in a field of engineering related to one or more of the majors listed above will also be deemed to meet the admission requirement.

Course Requirements:

Satisfactory completion of coursework valued at 24 credit points which will be individually determined, taking into account each student's experience and interests. The postgraduate units will further develop the student's undergraduate study in the field and consist of a series of extension studies and "studies in" units offered by the Faculty. Other units will provide a background to the student's future work or project needs. Part of the work may be chosen from third year undergraduate units (but not level G units) offered by the Faculty.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and on a regular basis during, their studies.

Course Administrator:

Dr John Rayner 11A17 (06) 201 2413

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Graduate Diploma in Information Systems (125)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Status:
- Professional Recognition:
- Course Administrator:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2

This course covers the application of computing from an information technology management and end- user perspective. It emphasises end- user needs and is ideally suited for practitioners in other fields who wish to obtain an understanding of computing in order to develop proposals for computer use in their organisation.

The course also caters for computer professionals whose primary interest is in the systems analysis and design area. Many such professionals may have earlier completed a course with some computing content, for example, in engineering or accounting, and now wish to extend their knowledge to apply computing on a wider commercial basis. The emphasis on information technology/ management, systems design and the management of data complements the knowledge gained earlier by such students. Particular examples here are professionals who may become computer auditors or those whose work concerns extensive user liaison and support in the analysis and design of information systems.

Course Duration:

The course may be completed in one year of full-time study or part-time equivalent. Maximum period of study four years.

Admission Requirements:

Students commencing the course must have a bachelor degree and either programming experience or have studied at least a one-semester computing unit or a subject with significant programming content. Students who do not satisfy this requirement will be required to take the unit 0983 Computing G or 4330 Computers and Computing G which may be counted as one of the elective units.

Course Requirements:

Satisfactory completion of least 24 credit points obtained from the following:

(a) all five core units:

0565 Basic Information Systems G

3888 Introduction to Database Systems G

0503 Computer Management and Evaluation G

0555 Systems Analysis G1

0556 Systems Analysis G2

(b) one of:

0563 Computer Audit

0267 Data Base Systems

0496 Data Communications

1356 Expert Systems

1071 General Systems Theory

1072 Machine Intelligence

3390 Project Management G

or any other appropriate level 5/6 or G unit, as approved by the Dean of Faculty

(c) one of:

1721 Accounting G1A

3664 Organisational Psychology G

1564 Finite Mathematics G

3484 Information and Records Management G

1988 Intrapreneurship and Entrepreneurship

3947 Law in Administration G

3967 Microeconomics G

either 4126 Applied Statistics G1 or 3889 Quantitative Methods G or any other appropriate level 5/6 or G unit, as approved by the Dean of Faculty;

(d) one of:

4330 Computers and Computing G

0983 Computing G

0553 Programming Techniques G1

or one other unit from paragraphs b or c.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Status:

Status may be granted in up to two of the required units on the basis of other work done as part of a complete or incomplete award at the University of Canberra or another tertiary institution.

Status may be granted for additional required and/or elective units on the basis of other tertiary work which has not yet been incorporated into a completed award, except that status will not be granted for more than four units in total.

Status will not be granted for elective units on the basis of other tertiary work which forms part of a completed award, but other tertiary work may be recognised in lieu of prerequisites, where appropriate. Students will be required to choose elective units covering material which they have not previously studied.

Professional Recognition:

Graduates are eligible for Level 2 membership of the Australian Computer Society.

Course Administrator:

Ms Penny Collings 11C51 (06) 201 2153

Typical Fulltime Course Structure:

Graduate Diploma in Information Systems

YEAR 1

Semester 1

0565 Basic Information Systems G

3888 Introduction to Database Systems G

0555 Systems Analysis G1

Elective (eg 0563 Computer Audit)

Semester 2

0503 Computer Management and Evaluation G

0556 Systems Analysis G2

Elective (eg 3390 Project Management G)

Elective (eg 4330 Computers and Computing G)

NOTE: Units need not necessarily be taken in this order except where prerequisites apply and unit availability dictates.

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Graduate Diploma in Management Sciences (103)

- Course Administrators:
  - Faculty of Management:
  - Faculty of Information Sciences and Engineering:

This course is offered jointly by the Faculty of Information Sciences and Engineering and the Faculty of Management. It is administered by a Joint Faculty Committee. Details of the course are contained in the entry in this Handbook for the Faculty of Management.

Course Administrators:

Faculty of Management:

Dr Desh Gupta 6D27 (06) 201 2738

Faculty of Information Sciences and Engineering:

Mr Roger Curnow 11A13 (06) 201 2619

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Graduate Diploma in Statistics (007)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Status:
- Course Administrator:
- Typical Part-time Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2

The Graduate Diploma in Statistics course is for graduates who want to be able to use statistical procedures in the workplace with confidence and understanding but who have not previously studied statistics extensively at the tertiary level. Students who have already covered some of the subject matter in other courses may be exempted from some units.

Course Duration:

The course may be completed in one year of part-time study or part-time equivalent. Maximum period of study is four years.

Admission Requirements:

Intending students should have a degree from a recognised tertiary institution.

Course Requirements:

The course requires completion of units worth 24 credit points, as follows:

(a) Required units (12 credit points)

4126 Applied Statistics G1

4127 Applied Statistics G2

4129 Applied Statistics G4

1127 General Mathematics G1

(b) At least 6 credit points in elective units as follows:

4128 Applied Statistics G3

4139 Applied Statistics G5

2852 Management Decision Using Microcomputers G

1782 Statistics Specialisation A

(c) The remaining elective units, if any, to be selected from:

1525 Computer Structures G1

0983 Computing G

1128 General Mathematics G2

3957 Macroeconomics G

3997 Mathematical Methods 3 (Discrete Mathematics)

3998 Mathematical Methods 4 (Operations Research)

3995 Mathematics G3

3996 Mathematics G4

3967 Microeconomics G

0553 Programming Techniques G1

0554 Programming Techniques G2

0263 Simulation Techniques

0555 Systems Analysis G1

or any other unit at level G or higher except the unit 3889 Quantitative Methods G, as approved by the Dean of Faculty, or any other unit at level 3/6 or 5/6, as approved by the Academic Board on the recommendation of the Dean of Faculty.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Status:

Applications for status in up to two of the required units on the basis of other work done at this University or another tertiary institution will be considered. Applicants for status in more than two of these units of the course may be allowed to enrol in the remaining units of the course, but will not be eligible for the award of diploma.

Status for elective units on the basis of other tertiary work which forms part of a completed degree or diploma will not be awarded, but other tertiary work will be recognised in lieu of prerequisites where appropriate. Status will be granted, where appropriate, for other tertiary work which has not yet been incorporated into a complete award, up to a maximum of 12 credit points.

Course Administrator:

Dr David Pederson 11A11 (06) 201 2619

Typical Part-time Course Structure:

Graduate Diploma in Statistics

YEAR 1

Semester 1

4126 Applied Statistics G1

4127 Applied Statistics G2

Semester 2

4128 Applied Statistics G3

1127 General Mathematics G1

YEAR 2

Semester 1

4129 Applied Statistics G4

0983 Computing G

Semester 2

4139 Applied Statistics G5

0555 Systems Analysis G1

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Graduate Diploma in Technological Sciences (224)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Course Administrator:

This course is postgraduate in content and in time and provides for interdisciplinary studies in statistics, operations research, mathematics, information systems, software engineering, computer technology, artificial intelligence and several engineering related topics including electronics engineering and applied physics.

Course Duration:

1 year full- time or equivalent part- time

Admission Requirements:

For admission to the course, an approved undergraduate major in applied physics, computing, electronics, mathematics, operations research or statistics is required. Alternatively, an approved graduate diploma such as the Graduate Diploma in Computing Studies, the Graduate Diploma in Information Systems, the Graduate Diploma in Electronics, the Graduate Diploma in Applicable Mathematics, the Graduate Diploma in Statistics or an equivalent graduate diploma is required. A pass degree in a field of engineering related to one or more of the majors listed above will also be deemed to meet the admission requirement.

Course Requirements:

Satisfactory completion of coursework valued at 24 credit points which will be individually determined, taking into account each student's experience and interests. The postgraduate units will further develop the student's undergraduate field of study and consist of a series of extension and "studies in" units offered by the Faculty. Other units will provide a background to the student's future work or project needs. Part of the work may be chosen from third year undergraduate units (but not level G units) offered by the Faculty.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and on a regular basis during, their studies.

Course Administrator:

Dr John Rayner 11A17 (06) 201 2413

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Degree of Master of Applied Science in Information and Technological Sciences (by research) (233)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Course Administrator:

Degree of Master of Arts in Information and Technological Sciences (by research) (226)

As the focus of this course students complete a research thesis or dissertation in any one of the major research fields of the Faculty defined by its three recognised emerging area of research strength in plasma instrumentation, advanced telecommunications and information technology. Studies in this last area include human-computer interactions, artificial intelligence and software engineering, and information dissemination and distribution. Research interests also exist in non linear analysis and mathematics education.

Course Duration:

2 years full- time (4 years part- time) where the preparatory program is required, otherwise 1 year full- time (2 years part- time).

Admission Requirements:

For admission to the Masters course (by research) the admission requirements for the postgraduate diploma must be met at a level (in a relevant field of study) which, in the opinion of the Faculty Higher Degrees Committee, indicates a high likelihood of success in a Masters course with a substantial research component. Alternatively, admission and advanced standing of up to 24 credit points may be granted to candidates with one or more of the following backgrounds

· an appropriate honours degree at 1st or upper 2nd class level

· a four year degree in which the overall performance was above average and the final year's studies were completed at credit level or higher;

· professional experience which demonstrates the potential of the student to undertake a Masters course;

· a postgraduate diploma in an appropriate field, such as the Graduate Diploma in Information Sciences or the Graduate Diploma in Technological Sciences, at an overall credit level.

Course Requirements:

The course normally comprises a preparatory program valued at 24 credit points, taken at postgraduate and masters level, and a thesis valued at 24 credit points. The preparatory program enables the student to undertake extension studies to advanced undergraduate units to those units, and "Research Studies in" units. The latter two classes of unit are at postgraduate and masters level. The topics studied in the preparatory program will be relevant to the field of study of the thesis unit which forms the second part of the course.

Intending students should note that there may be some variation to the course requirements shown above. Further information is available from the course administrator.

Course Advice:

Students will be allocated primary and secondary supervisors with whom they must consult at the commencement of, and on a regular basis during, their studies.

Course Administrator:

Dr John Rayner 11A17 (06) 201 2413

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Degree of Master of Engineering (by research) (178)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Course Administrator:
- Enrolment:

The primary objective of this course is to enable an engineering graduate to pursue in some depth a field of study within the areas of engineering technology and engineering science, defined by the Faculty's recognised emerging areas of research strength, ie plasma instrumentation, advanced telecommunications and information technology. The research study will comprise an original investigation, design or development reported in the form of a dissertation.

Course Duration:

The normal duration of the course is two years full- time study or an equivalent period of part- time study. The maximum period of candidature is six years.

Admission Requirements:

Admission to the Master of Engineering course requires a four- year Bachelor of Engineering or its equivalent from an approved institution. Admission is also dependent upon the Faculty having the supervisors and facilities needed for the student's chosen thesis topic.

Course Requirements:

The course requires 48 credit points at postgraduate and masters level and consists of 24 credit points towards a preparatory program and 24 credit points for a Masters degree thesis. Advanced standing of up to 24 credit points towards the preparatory program may be granted to candidates with an honours degree or equivalent performance or substantial industrial experience. For such candidates the course may be completed in a minimum of one year by successful completion of the thesis. The preparatory program consists of a series of masters level extension and "studies in" units offered by the Faculty although bridging and extension post- graduate studies at the Australian National University and the Australian Defence Force Academy may also be undertaken as part of the course.

Intending students should note that there may be some variation to the course requirements shown above. Further information is available from the course administration.

Course Advice:

Students will be allocated primary and secondary supervisors with whom they must consult at the commencement of, and on a regular basis during, their studies.

Course Administrator:

Dr John Rayner 11A17 (06) 201 2413

Enrolment:

Students enrol in either of the units 2863 Engineering Thesis (part- time) or 2862 Engineering Thesis (full)

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Degree of Master of Information Technology (by coursework) (296)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Status/Exemption:
- Specialisations:
- Course Advice:
- Course Convener:
- Typical Full-time Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2

This course offers students the opportunity to study new and emerging areas of advanced information technology. They may also study issues relating to the design, development and management of systems incorporating this technology.

Scope is provided for specialisation in areas of particular interest to those enrolled. Graduates will have a sound theoretical and practical basis for beginning or continuing a professional computing career, or continuing to a doctorate program.

Course Duration:

The course will usually be studied over two years full-time or as part-time study over 4 years. However, students with strong computing qualifications may be able to complete the course in one year. The full two year course is designed to also be suitable for students who are graduates in a field other than computing.

Admission Requirements:

To be admitted to the course applicants should hold an undergraduate degree in computing or any other relevant field of study, from an Australian University. Applicants may also be admitted to the course if their work experience, plus previous tertiary studies, are recognised by the University Academic Board as being equivalent to a three year undergraduate degree from an Australian University, or better.

The course caters for students from a variety of educational and professional backgrounds. Typically, students with considerable formal computing qualifications and professional experience can expect to get advanced standing for most or all of the foundation studies year (see Course Structure section below). Such qualified students include:

· students continuing from a graduate diploma in an area such as computing studies or information systems

· students with a four year undergraduate degree, for example in computer engineering, computer science or honours in computing

· students with a three year degree in computing with relevant professional experience of at least two years and membership of an appropriate professional body (eg. ACS, IEAust)

Course Requirements:

The course has two components. The first part, Foundation Studies in Information Technology, represents one year of full-time study, or part-time equivalent, and currently comprises eight units of graduate level study. Students may select those units which are normally included in either the Graduate Diploma course in Computing Studies, or the Graduate Diploma course in Information Systems. Alternatively, permission may be sought to study some other combination of units.

Students may be exempted from the Foundation Studies segment of the Master's course if they have previously been awarded suitable recognised qualifications.

The second part of the course, Advanced Studies in Information Technology, represents one year of full-time study, or part-time equivalent and comprises six units of study. Three units are selected to create a specialisation in a field selected by the student, for example: in programming systems; information systems; computer technology, or, a specialisation in any other approved subject area. Other elective units are selected by the student, in consultation with a course adviser, to create a study program which is coherent and balanced.

Students may only commence the Advanced Studies component of the course after they have completed or been given exemption from all parts of the Foundation Studies component.

Status/Exemption:

As indicated previously, students with a strong computing background may be exempted from part or all of the Foundation Studies in Information Technology section of the course. Students who have already completed some of the units eligible for inclusion in the Masters course, or equivalent units from other institutions, may be given status for them in this course or may be required to study other units in their place.

Specialisations:

For the Advanced Studies part of the course students select three units to construct a specialisation appropriate to the student's needs. An academic Course Adviser will assist students make their selections from the following units:

4348 Artificial Intelligence Techniques M

4349 Client-Server Computing M

4344 Component and System Modelling with VHDL M

4342 Computer Control and Security M

4345 Data Administration for Large Organisations M

4343 Embedded Systems M

4338 Functional Programming M

4341 Fuzzy Logic and Neural Networks M

4352 Graphics Visualisation Techniques M

4340 High Speed Networking M

4336 Human Factors in Information Technology M

4347 Issues in Informatio Technology Management M

4337 Issues in the Design of Human-Computer Interfaces M

4339 Logic and Formal Methods M

4335 Object-Oriented Analysis and Design M

4351 Project and Quality Management in Information Technology Systems Development M

4350 Standards and Protocols for Information Exchange M

4346 Systems Simulation M

4333 Usability Testing and the Information Systems Design Process M

Course Advice:

Students are recommended to seek advice from the course convener on academic questions relating to their study program.

Course Convener:

Dr Jan Newmarch 11C20 (06) 201 2153

Typical Full-time Course Structure:

Master of Information Technology by coursework

YEAR 1

Semester 1

0555 Systems Analysis G1

1525 Computer Structures G1

0553 Programming Techniques G1

4062 Introduction to Database Systems

Semester 2

0556 Systems Analysis G2

1526 Computer Structures G2

0554 Programming Techniques G2

0496 Data Communications

YEAR 2

Example of a program with an Artificial Intelligence and Programming Specialisation

Semester 1

4336 Human Factors in Information Technology M

4339 Logic and Formal Methods M

4335 Object-Oriented Analysis and Design M

Semester 2

4348 Artificial Intelligence Techniques M

4338 Functional Programming M

4341 Fuzzy Logic and Neural Networks M

YEAR 2

alternative

Example of a program with an Information Technology Specialisation

Semester 1

4333 Usability Testing and the Information Systems Design Process M

4342 Computer Control and Security M

4336 Human Factors in Information Technology M

Semester 2

4345 Data Administration for Large Organisations M

4347 Issues in Information Technology Management M

4351 Project and Quality Management in Information Technology Systems Development M

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Degree of Doctor of Philosophy (235)

- Course Duration:
- Admission Requirements:
- Course Structure:
- Course Advice:
- Course Administrator:

The PhD program offered by the Faculty is concentrated in the major research fields of the Faculty defined by its three recognised emerging areas of research strength in plasma instrumentation, advanced telecommunications and information technology. Studies in this last area include human-computer interactions, artificial intelligence and software engineering, and information dissemination and distribution. Research interests also exist in non-linear analysis and mathematics education.

Course Duration:

Normally 3 years full- time or equivalent part- time, maximum period of study is normally 5 years full-time but cannot exceed 8 years.

Admission Requirements:

Admission to candidature may be granted to students holding a bachelor degree with first class honours, a master degree or equivalent qualifications. Applicants may be required to provide evidence of research experience, which may be shown by reference to prior studies, the completion of a higher degree involving research, publications, and/or other relevant evidence.

Course Structure:

There is no coursework component. Students will be required to write a thesis of about 100,000 words. Where the Faculty believes that a student would benefit from undertaking a preparatory course in a specific area, it may recommend that such a course be made a condition of candidature, in addition to the thesis requirement.

Students enrol in the unit 4094 Doctoral Thesis in Information Technology D (full-time) or 4095 Doctoral Thesis in Information Technology D (part-time).

Course Advice:

Students will be allocated primary and secondary supervisors with whom they must consult at the commencement of, and on a regular basis during, their studies.

Course Administrator:

Dr John Rayner 11A17 (06) 201 2413

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General Information

- Faculty Staff
  - Dean:
  - Head of School of Accounting and Finance:
  - Head of School of Administrative Studies:
  - Head of School of Economics, Banking and Marketing:
  - Head of School of Law:
  - Executive Officer:
- General Enquiries:
- Double Degrees with Law
- Electives
- Service Units for Graduates
- Field Classes
- Australian Centre for Local Government Studies
- Professional Development and Short Course Study Program

Faculty Staff

Dean:

Associate Professor James McMaster

Head of School of Accounting and Finance:

Professor Brian Andrew

Head of School of Administrative Studies:

Associate Professor Mark Turner

Head of School of Economics, Banking and Marketing:

Mr James Hanratty

Head of School of Law:

Professor Roman Tomasic

Executive Officer:

Mr Alan Wheeley

General Enquiries:

6B17 (06) 201 2682

The Faculty of Management presently offers undergraduate, graduate, postgraduate and double degree courses leading to the awards listed on the previous page. Students should refer to the section of this Handbook entitled Information for Students, in particular those paragraphs covering definition of University terms, admission, enrolment and academic progress. Prospective and newly- enrolled students should also note the knowledge assumed for each course.

It is the aim of the Faculty to develop an interdisciplinary approach to management studies, and all degree courses offered by the Faculty are therefore connected and interlocked in various ways, although, with graduate and postgraduate courses, the special requirements of individuals and professional requirements will also be considered.

Double Degrees with Law

In 1993 the University of Canberra approved the introduction of nine double degree courses in a variety of areas, a tenth such double degree was approved in 1994. These double degrees allow students to obtain a Bachelor of Laws degree in conjunction with another degree course.

Electives

Elective majors and/or elective units in accounting, administration, economics, law, marketing, politics and sociology are also taught within the Faculty as part of the Faculty's courses, and as part of courses offered by other Faculties within the University. Refer to the ELECTIVES section of this Handbook for information about all of the elective majors offered by the University.

Service Units for Graduates

University graduates in economics or commerce with a major in Accounting and who did not include Company Law, Auditing and Taxation Law in their courses and who wish to qualify for membership of the Australian Society of Certified Practising Accountants, may enrol in the units, 4202 Auditing, 0371 Commercial Law 2 and 0372 Commercial Law 3 at this University. This Society will grant status to candidates who pass these units at this University. It should be noted that the units, 0028 Concepts and Elements of Law is a prerequisite to 0368 Commercial Law 1 and that 0368 Commercial Law 1 or its equivalent is a prerequisite for both 0371 Commercial Law 2 and 0372 Commercial Law 3.

Field Classes

Some of the units students are required or may elect to take may contain compulsory elements of field experience. In such instances students will be expected to meet their own transport costs.

Australian Centre for Local Government Studies

The Centre was established in 1973 and conducts a broad range of residential programs which are targeted at professionals and elected members in Local Government. Courses are also conducted in the various states and territories and in Pacific countries such as Fiji and New Zealand.

The flagship programs conducted by the centre are the residential courses for senior managers and elected members. Over the last year there has been a strong emphasis on expanding the Centre's work in other areas of teaching and in research and consultancies. Courses are now offered in a range of areas covering contemporary issues such as enterprise bargaining, privatisation and contracting out and environmental management.

ACLGS is assisted with funds from the Commonwealth Office of Local Government with the provision of scholarships for participants to attend courses. The Centre has achieved a strong partnership with Local Government and is advised by a committee which includes members from a wide range of Local Government bodies such as the Institute of Municipal Management and the Australian Local Government Association. The Centre has commenced a program of research fellowships and is keen to contribute to the research needs of Local Government in Australia.

Professional Development and Short Course Study Program

The Faculty of Management is a major provider of management education and training services in the ACT community and the surrounding region. For the last two decades, the Faculty has delivered a wide range of award courses in management and administration at undergraduate and postgraduate level.

Drawing upon the expertise of the Faculty and affiliated consultants, the Professional Development Short Courses Program offers a wide range of non-award courses through its public courses and specially designed training activities for specific clients which are delivered in-house.

The Professional Development and Short Courses program, courses and training activities aim to provide managers and professionals employed in the public, private and business sectors with a wide range of knowledge, skills and competencies to manage better and to work more effectively. The courses can be undertaken by enrolling in the advertised public courses, which are normally delivered in training rooms at the University of Canberra, or by arranging for specially designed courses to meet the training needs of specific organisations which may be delivered in-house. For further information, telephone (06) 201 2680 or 201 2977.

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Degree of Bachelor of Applied Economics (278)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Electives:
- Course Advice:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
      - Stream 1
      - Stream 2

The course is designed to offer a broadly- based liberal approach to the study of economics. A major feature of the course is the inclusion of studies in associated disciplines such as politics, administration, sociology, law, public policy and industrial relations. Within this framework, the course aims to provide students with the conceptual and analytical skills required for economic decision making in both the public and private sectors.

Course Duration:

3 years full- time or equivalent part- time.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English. As the course demands some basic quantitative skills it is recommended that students should have achieved a satisfactory grade in Advanced Mathematics in the ACT, or in a 2 unit course in mathematics in the NSW HSC, or equivalent. However, in the absence of this a background, students can undertake mathematical studies designed to provide such numeracy skills.

Course Requirements:

Satisfactory completion of 20 units (72 credit points) as follows:

(a) an economics major of 6 semester- equivalent units plus a minimum of 3 additional economics units;

(b) a second major of 6 semester- equivalent units in an associated discipline preferably administration, politics, sociology, or industrial relations and human resource management and;

(c) at least one statistics and one information systems unit to provide basic quantitative skills;

(d) 3 additional units.

Electives:

The 3 elective units in (d) must be taken from one of the preferred disciplines listed in (b) if not taken as the second major.

Course Advice:

Students are encouraged to attend course advice from sessions and to seek further advice from the course convener if in doubt about their study program.

Course Convener:

Mr James Hanratty 6D11 (06) 201 2175

Typical Fulltime Course Structure:

Bachelor of Applied Economics

YEAR 1

Semester 1

0020 Microeconomics 1 (semester-long) *or*

3519 Economics 1A (year- long)

Second Major#

3539 Business Statistics 1

Elective

Semester 2

0034 Macroeconomics 1 (semester-long) *or*

3519 Economics 1A (cont'd)

Second Major#

1444 Basic Information Systems

Elective

YEAR 2

Semester 1

4076 Microeconomics 2 (semester-long) *or*

4213 Economics 2A (year- long)

Second Major#

Economics Elective+

Semester 2

0035 Macroeconomics 2 (semester-long) *or*

4213 Economics 2A (cont'd)

Second Major#

Elective

YEAR 3

Semester 1

0099 International Economics *or*

4214 Policy Issues in Microeconomics

Second Major#

Economics Elective+

Semester 2

2397 Macroeconomics 3 *or*

4215 Policy Issues Macroeconomics

Second Major#

Economics Elective+

Students may elect a second major of 6 units from one of the areas listed:

Stream 1

Administration and Public Policy

Politics

Human Resource Management and Industrial Relations

Sociology

Stream 2

Accounting

Applied Statistics

Information Systems

Law

Marketing

Psychology

Other majors may be allowed with the permission of the Course Convener.

NOTE: When a major from Stream 2 is chosen, then a 3- unit sub- major must be chosen from Stream 1. This is regarded as a crucial requirement to ensure a liberal component to the degree. It may occasionally mean that a prerequisite unit for a Stream 2 major has to be incorporated into the major itself.

+ Elective Economics Units (at least 3 of the following must be taken) - -

3639 Financial Institutions and Markets

0892 Development Economics

0052 Environmental and Resource Economics

0099 International Economics (normally taken as a compulsory part of the third year economics major in Stream 2)

0104 Labour Economics

0102 Managerial Economics

1359 Project Evaluation

0498 Marketing

1989 Marketing Management

2429 International Marketing

In addition there are some additional units offered on occasion, subject to demand, such as 0101 Public Finance.

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Degree of Bachelor of Arts in Administration (002)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Course Advice:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

Courses in administration are designed for those who are making, or who plan to make, their careers in administration in either the public or the private sector. The courses offer both conceptual understanding and a practical orientation.

The undergraduate degree course is suitable both for those who have recently completed secondary studies and for those with some work experience. The Bachelor of Arts in Administration is also available as a double degree with Law.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Majors in Advanced Mathematics and English (T); NSW: 2u or 3u Mathematics and 2u English.

Course Requirements:

The degree structure consists of a minimum of 21 units with a minimum total credit point value of 74 in 4 specific areas of study as follows:

(a) seven foundation units in computing, statistics, economics (two units), politics and law and one of psychology, or sociology or accounting

(b) six units forming the core Administration major

(c) two to four specialised administration units from within the fields of public administration, public policy, human resource management or industrial relations from the list below.

(d) the choice of an elective major comprising six units, from areas such as accounting, communication, computing, economics, education, history, law, marketing, mathematics, modern languages, nursing, office management, politics, psychology, sociology or women's studies.

Course Advice:

Students should consult the booklet *BA in Administration* available from Reception in Building 6. If in doubt concerning the structure of their course, they should consult the Course Convener.

Course Convener:

Associate Professor Marian Sawer 6D6 (06) 201 2727

Typical Fulltime Course Structure:

Bachelor of Arts in Administration (Units need not be taken in this order except where prerequisites apply and Unit availability dictates)

YEAR 1

Semester 1

4207 Introduction to Management

An Economics Unit#

3606 Accounting *or* 3472 Psychology 1 *or*

0715 Basic Sociology 1444 Basic Information

Systems *or* 3762 Communication Interface *or*

3541 Introduction to Computing Studies

Semester 2

3609 Organisational Behaviour

An Economics Unit#

0673 Australian Politics 1

4120 Applied Statistics 1 *or* 3539 Business

Statistics 1 *or* 0953 Social Research

Methods

YEAR 2

Semester 1

3610 Planning and Decision Making

2 Electives

0028 Concepts and Elements of Law or 3852 Law 1

Semester 2

3607 Introduction to Public Administration

2 Electives

YEAR 3

Semester 1

4208 Theory of Organisations

Elective

Specialised Administration Unit+

Semester 2

3636 Selected Managerial Skills

Elective

Specialised Administration Unit+

Either 3519 Economics 1A (year- long), or 0034 Macroeconomics 1 and 0020 Microeconomics 1.

+ Two to four units may be taken from those listed below to complete the 21 units required.

3432 Human Resource Management 1

3488 Human Resource Management 2

1372 Industrial Relations

3012 Issues in Industrial Relations

3494 Administrative Decentralisation

3497 Comparative Public Administration

3500 Public Policy 2

2438 Australian Welfare State

3498 Government - - Business Relations

1485 Women and Organisations

3588 Women, Politics and Public Policy

2431 Organisational Culture

1359 Project Evaluation

or other units in administration or management subject to approval of the Head of the School of Administrative Studies.

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Degree of Bachelor of Arts in Social Sciences (211)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
  - (a) Component 1, Required Basic Units
  - (b) Component 2, Optional Disciplinary Sequences
  - (c) Component 3, Required Finalising Units
  - (d) Component 4, Free Elective Units
- Course Advice:
- Course Convener:

This course is designed to offer a flexible general educational background for a variety of career directions, resembling in that respect the traditional university 'BA' except for its strong inclusion of strands of study of direct practical and vocational relevance. It is suitable both for recent matriculants and for men and women in jobs, for the latter of whom its flexibility can be used to provide special combinations of skills required for careers already started.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

Satisfactory completion of 21 units (74 credit points) as follows:

(a) Component 1, Required Basic Units

(Essential introductory skill and substantive knowledge areas for the social sciences).

0715 Basic Sociology

3541 Introduction to Computing Studies *or* 3762 Communication Interface 1 *or* the required introductory unit for a sequence in computing

0028 Concepts and Elements of Law

4120 Applied Statistics 1 *or* 0953 Social Research Methods

0034 Macroeconomics 1 *or* 0020 Microeconomics 1*

0675 Politics and Democracy

* Students taking certain major or minor sequences (eg in marketing) will be expected to complete a year's study in economics which may take the form either of these two units together or of a terminating year- long unit 3519 Economics 1A. Students who for this reason take 3519 Economics 1A will not be expected to take 0034 Macroeconomics 1 or 0020 Microeconomics 1 as well.

(b) Component 2, Optional Disciplinary Sequences

Students may complete the degree with (i) two major sequences each in different disciplines or (ii) a single major and two minor (or 'sub- major') sequences each in different disciplines or (iii) an 'extended major' sequence in one discipline and a minor sequence in another discipline.

In all cases one major (or the extended major) must be taken in one of the social sciences disciplines economics, law, politics, public policy or sociology.

The remaining major may be taken within one of those same disciplines or in Administration or Marketing or (subject to availability of enough units) Industrial Relations and/or Human Resource Management. With the Dean's permission, given according to the appropriateness of the combination for vocational or academic purposes, it may alternatively be taken from any other discipline taught within this university or at another university.

A 'major' is made up of six related units, varying in sequentiality according to the discipline. A 'minor' is made up of four similarly related units. An 'extended major' is made up of ten similarly related units. Where the introductory unit of a major or minor or extended major sequence is included in the component of 'required basic units', this means that the completion of those sequences will require respectively five, three or nine additional units.

(c) Component 3, Required Finalising Units

Students achieving at least a 'Credit' grade point average at the completion of either 4120 Applied Statistics 1 or 0953 Social Research Methods and no less than 9 other units, may (with the approval of the Dean and subject to the chosen topic's falling into an area where there is suitable staff expertise for supervision) be permitted to undertake a "Social Science Project", which is a research project counting as a double unit for eight credit points. The project will be supervised and examined by two staff members with expertise related to the topic chosen for research.

Students who do not undertake the unit Social Science Project, will be expected to complete two additional advanced- level units in either one or two of their major or minor disciplinary sequences.

(d) Component 4, Free Elective Units

Students whose particular choices of sequences under sets one to three do not make up the degree total of 21 units (and 74 credit points) may choose as electives, any units for whose enrolment they are qualified, taught anywhere within the University of Canberra or (with permission from the Dean) in another university. The unit and credit point count is such that these units will normally have to be taken at advanced level.

Students are reminded that the final unit count presupposes that normally no more than ten "1/3" or introductory- level units will be permitted to be undertaken in the degree as a whole; ie not less than eleven must be at advanced level.

Course Advice:

Students are encouraged to seek advice from the course convener in their choice of units.

Course Convener:

Dr Paul Kringas 7C10 (06) 201 2708

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Degree of Bachelor of Commerce in Accounting (240)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Course Advice:
- Professional Recognition:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
      - Sociology
      - Psychology
      - Administration
      - Chinese
      - Japanese
      - Spanish

The course is designed for students who aspire to management positions via financial management, and for those who wish to become professional accountants. The emphasis in the course is on accounting as an information system to enable the accountant to take her/his rightful place on the management team as a decision maker and information manager. The curriculum provides for the development of both professional skills and conceptual understanding and also encourages students to understand accounting within the context of its social environment.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Advanced Mathematics and English (T) major; NSW: 2u or 3u Mathematics and 2u English.

Course Requirements:

Satisfactory completion of at least 22 required and elective units (72 credit points) as follows:

(a) 13 required units;

(b) a 3- unit humanities minor; and

(c) 6 elective units.

Course Advice:

For detailed course advice, students should contact the course convener.

Professional Recognition:

The Australian Society of Certified Practising Accountants (ASCPA). A candidate who plans to obtain both the award of this University and admission to associate membership of the ASCPA must, in addition to the 13 required units given below, pass 0371 Commercial Law 2, 0372 Commercial Law 3 and 4147 Advanced Managerial Accounting. For CPA status, completion of the ASCPA's CPA Program and an experience requirement is also necessary.

The Institute of Chartered Accountants in Australia (ICAA). Direct entry to membership may be gained by the completion of the course followed by the completion of the ICAA's Professional Year of Study. The degree in accounting awarded by the University has been designated an approved tertiary course. Students should note that the Institute requirements include passes in the units 0371 Commercial Law 2, 0372 Commercial Law 3 and 4147 Advanced Managerial Accounting. The practical experience requirement for admission to membership of the ICAA is three years for graduates of this University.

The NSW Public Accountants Registration Board. Graduates in accounting who include 0371 Commercial Law 2 and 0372 Commercial Law 3 in their courses will be exempt from all examinations by the Board.

The Institute of Chartered Secretaries and Administrators. The Council of the Institute is prepared to allow exemption from up to 12 subjects in respect of approved passes.

Course Convener:

Mrs Judy Paterson 6C25 (06) 201 2019

Typical Fulltime Course Structure:

Bachelor of Commerce in Accounting

YEAR 1

Semester 1

3606 Accounting Theory and Practice

0034 Macroeconomics 1

3605 Mathematical Methods 1A

0028 Concepts and Elements of Law*

Semester 2

3869 Accounting Information Systems 1

0020 Microeconomics 1

3539 Business Statistics 1

0368 Commercial Law 1*

YEAR 2

Semester 1

4145 Financial Reporting

4203 Corporate Finance

Humanities Unit#

Elective@

Semester 2

4146 Managerial Accounting

4202 Auditing

Humanities Unit#

Elective@

YEAR 3

Semester 1

Humanities Unit+

2 Electives@

Semester 2

4354 Advanced Accounting Theory

2 Electives@

* Persons who are planning to undertake the Graduate LLB program should consult with the convener of that program as to the law component of their degree

The humanities units are to be taken from the following disciplines: Sociology, Psychology, Administration, Chinese, Japanese or Spanish. The units belonging to each minor sequence are as follows:

Sociology

0715 Basic Sociology - The Development of Social Thought (avail. 1995)

1670 Social Inequality

Psychology

4309 Psychology 101 : Introductory Psychology 1

4313 Psychology 203 : Social and Developmental Psychology

4317 Psychology 303 : Organisational Psychology

Administration

4207 Introduction to Management

3609 Organisational Behaviour

3610 Planning and Decision Making

Chinese

4282 Chinese 1 : Language and Culture

0660 Chinese 2

3767 Chinese 3/4

Japanese

4283 Japanese 1 : Language and Culture

0157 Japanese 2

3771 Japanese 3/4

Spanish

4285 Spanish 1 : Language and Culture

0514 Spanish 2

3775 Spanish 3/4

@ Students must complete 6 elective units totalling a minimum of 23 credit points. At least one unit must be chosen from the following:

4353 Advanced Auditing

4148 Advanced Financial Reporting

4147 Advanced Managerial Accounting

TBA Accounting Information Systems 2 (avail.1995)

4204 Portfolio Theory and Management

Select single units or sequences of units from the following disciplines: accounting, administration, economics, history, politics, psychology, information systems, computing, finance, marketing, law, sociology, statistics, languages, mathematics, other (as approved by course convener).

+Exception: Because the third unit in a language minor is a year- long 8 credit point unit, students taking a language for their humanities minor would generally be expected to complete 5 electives totalling a minimum of 19 credit points. See course convener for advice.

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Degree of Bachelor of Commerce in Banking and Finance (241)

- Course Duration:
- Assumed Knowledge:
- Course Requirements:
- Elective Sequence:
- Course Advice:
- Professional Recognition:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

This course meets the needs of those wishing to pursue executive careers in the banking and finance industry. Career opportunities may be found in financial institutions such as trading banks, merchant banks, finance companies, building societies and credit unions, and in positions such as treasurers, bond traders, money market or foreign exchange managers, financial analysts and business executives in non- financial corporations in the private and public sectors. The course provides an international perspective to capital markets and risk analysis and has been structured around an interdisciplinary major in banking and finance, incorporating substantial input from accounting, economics, law and information systems. The course thus seeks to provide a flexible and balanced mixture of analytical tools and practical skills directly relevant to the needs of the industry and the student.

The Bachelor of Commerce in Banking and Finance is also available as a double degree with Law.

Course Duration:

3 years full- time or equivalent part- time

Assumed Knowledge:

ACT: Major in Advanced Mathematics and English (T); NSW: 2u or 3u Mathematics and 2u English.

Course Requirements:

Satisfactory completion of at least 21 semester- equivalent units as follows:

(a) 54 credit points from 15 required units; and

(b) at least 19 credit points from 6 elective units as approved by the Dean of Faculty.

Elective Sequence:

The elective stream allows students to combine the core studies in accounting, economics, law and information systems with a second major in, say, economics, computing, languages or other approved major, to produce a finely tailored "niche" program.

Course Advice:

Students are encouraged to seek course advice from the course convener in their choice of an elective sequence.

Professional Recognition:

Students who have completed the degree course in Banking and Finance will have satisfied the academic requirements for senior associate status in the Australian Institute of Bankers.

Course Convener:

Mr Graham Rogers 6D16 (06) 201 5043

Typical Fulltime Course Structure:

Bachelor of Commerce in Banking and Finance

YEAR 1

Semester 1

3606 Accounting Theory and Practice

3539 Business Statistics 1

3605 Mathematical Methods 1A

Elective

Semester 2

0034 Macroeconomics 1

0020 Microeconomics 1

0368 Commercial Law 1

Elective

YEAR 2

Semester 1

3639 Financial Institutions and Markets

4203 Corporate Finance

Elective

Semester 2

3393 International Finance

4204 Portfolio Theory and Management

1612 Law of Financial Institutions

Elective

YEAR 3

Semester 1

3638 Management of Financial Institutions (year- long)

3637 Advanced Business Finance (year- long)

Elective

Semester 2

3638 Management of Financial Institutions (cont'd)

3637 Advanced Business Finance (cont'd)

Elective

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Degree of Bachelor of Commerce in Management Sciences (242)

This degree is offered jointly by the Faculty of Management and the Faculty of Information Sciences and Engineering. Particulars of the course are to be found in the Faculty of Information Sciences and Engineering's entry in this Handbook.

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Degree of Bachelor of Laws (247) (Graduate Bachelor Degree)

- Course Duration:
- Admission Requirements:
- Prescribed Law Major:
- First Degree Studies:
- Course Requirements:
- Elective Units:
- Bachelor of Laws Degree with Honours
- Course Advice:
- Professional Recognition:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
      - +Graduate LLB Recommended Elective Units
      - Other Elective Law Units

The University of Canberra has recently established a professional Bachelor of Laws program which will allow graduates in the areas of commerce, economics and management to acquire further specialised legal professional skills. The course has a strong practical and skills orientation and will equip its students with competencies in the basic areas of legal professional practice as well as with more specialised competencies of the kind that would be required to produce well- rounded commercial lawyers. The course is particularly directed to meeting the educational needs of law graduates who would practise as commercial lawyers in large law firms, larger accounting firms, in government commercial agencies and in business generally.

Five core legal competencies are the foundation upon which this program is built. They are: Basic Professional Skills units; General Commercial and Common Law Skills units; Corporations Law Skills units; Revenue Law Skills units; and General Legal Skills units.

The aim is to equip students with strong commercial law skills in a number of key commercial law areas such as contract law, corporation law and taxation law. Nevertheless, a substantial number of the 21 units which are required for the Graduate LLB program can be taken from areas which do not fall within a commercial law area as such, so ensuring that students obtain to a broad legal education.

Course Duration:

2 years of full- time study undertaken following the completion of an undergraduate degree in commerce or its equivalent. Where students have not undertaken a year of prior studies in the required law units (Law 1 to Law 6), the duration of the graduate course will be at least three years of full-time study.

Admission Requirements:

Entry is limited to graduates who hold a degree in the areas of commerce, economics, management or an equivalent degree (hereinafter referred to collectively as the commerce degree). This commerce degree should normally contain a prescribed law major of at least six units (see below), and candidates for the Bachelor of Laws degree must have completed their undergraduate law major at the credit average level or above.

Where students have not completed the required law major in their undergraduate commerce degree, they will need to complete the prescribed law major at the credit average level before admission to the Bachelor of Laws program will be confirmed. This requirement may be satisfied by undertaking the Graduate Diploma in Legal Studies or through conditional admission to the LLB program, in consultation with the course convener.

It is anticipated that, initially, a large proportion of applications for admission to the LLB program will come from University of Canberra graduates. Graduates from other universities who have equivalent qualifications will also be encouraged, provided that they meet the University's admission requirements for the LLB program.

Prescribed Law Major:

The prescribed law major which students must have successfully taken in their initial degree (or through the Graduate Diploma in Legal Studies or through conditional admission into the LLB program) comprises the following LLB units:

3852 Law 1: Introduction to Law

3853 Law 2: Contract (LLB)

4135 Law 3: Business Transactions (LLB)

4136 Law 4: Corporations (LLB)

4137 Law 5: Taxation (LLB)

4138 Law 6: Administrative Law (LLB)

First Degree Studies:

Commerce degree (and equivalent) students intending to apply for subsequent entry into the Bachelor of Laws program will be required to register for the prescribed law major as part of their undergraduate commerce degree course. After completing 3852 Law 1: Introduction to Law and 3853 Law 2: Contract (LLB), those in the law major cohort will be screened to determine whether they have completed these two units at a suitably high standard. Continuing students will then be advised on their prospects of gaining entry into the Bachelor of Laws program. Those students who have not met the required standard and who would be unlikely to gain admission to the LLB program will be required to enrol in non LLB units thereafter such as 0371 Commercial Law 2 and 0372 Commercial Law 3.

Course Requirements:

Satisfactory completion of a total of at least 21 law units and at least 76 credit points as follows–

(a) a 6- unit undergraduate prescribed law major (22 credit points) usually undertaken as part of the first undergraduate degree;

(b) 11 core LLB units (42 credit points) (including 3 year- long units); and

(c) 4 elective law units chosen from available electives (at least 12 credit points).

It should be noted however that completion of the unit 3862 Litigation and Dispute Processing (LLB) is required for professional admission purposes.

Elective Units:

Recommended elective units are to be distinguished from general electives in that the LLB course convener will be placing particular emphasis upon the importance of these "recommended elective units" in the course advice that is given to students. Units are listed below.

Bachelor of Laws Degree with Honours

The degree of LLB may be awarded with first or second class honours. To be eligible to undertake studies at honours level, a student must:

- achieve at least a credit average in all law units undertaken at the University of Canberra including units in sets (a) (b) and (c) of the LLB course requirements and

- have obtained at least a credit grade for a piece of legal writing of not less than 5000 words in the unit 4357 Legal Theory (LLB) or 3680 Legal Theory G or in the unit 3864 Public Companies (LLB)

Course Advice:

Students are required to seek course advice from the course convener in the selection of elective units.

Professional Recognition:

The Bachelor of Laws program is recognised by the Supreme Court of the Australian Capital Territory for the purpose of admission to legal practice.

Course Convener:

Mr Brendan Pentony 6C20 (06) 201 2712

Typical Fulltime Course Structure:

Bachelor of Laws

First degree: Years 1 to 3 of an undergraduate commerce, accounting, economics or management degree must be completed prior to entry into the Graduate LLB Program. This degree will usually include the 6- unit prescribed law major listed above.

Graduate Law degree -

YEAR 1

Semester 1

4134 Advanced Research and Writing (LLB)

3863 Property Law (LLB)

3860 Legal Theory (LLB) (year- long)

3864 Public Companies (LLB) (year- long)

3849 Criminal Law (LLB)

Semester 2

3858 Law of Obligations (LLB)

0345 Constitutional Law

3860 Legal Theory (LLB) (cont'd)

3864 Public Companies (LLB) (cont'd)

Elective+

YEAR 2

Semester 1

3865 Equity (LLB)

3843 Advanced Taxation Law (LLB) (year- long)

3859 Lawyers and Professional Responsibility (LLB)

Elective+

Semester 2

3850 Evidence (LLB)

3843 Advanced Taxation Law (LLB) (cont'd)

2 Electives+

Four elective law units are to be chosen from one of the following streams. The core and elective units in the LLB program are as follows:

+Graduate LLB Recommended Elective Units

3862 Litigation and Dispute Processing (LLB)

3847 Consumer Law (LLB)

3491 Insolvency Law

3866 Trade Practices (LLB)

3844 Banking and Insurance Law (LLB)

3845 Capital Gains Tax (LLB)

Other Elective Law Units

3841 Advanced Contract Law (LLB)

3846 Conflict of Laws (LLB)

3848 Corporate Crime (LLB)

0080 Family Law

1841 International Trade Law

2613 Labour Law

3861 Legislation (LLB)

3851 International Business Taxation (LLB)

and such other law units as become available and as are approved by the University.

The Basic Professional Skills Units comprise four core units and one recommended elective. These are:

3852 Law 1: Introduction to Law

and: 4134 Advanced Research and Writing (LLB)

3860 Legal Theory (LLB) (year- long)

3859 Lawyers and Professional Responsibility

3862 Litigation and Dispute Processing (elective)

The General Commercial and Common Law Skills Units comprise three core units and at least one recommended elective. These are:

3853 Law 2: Contract

4135 Law 3: Business Transactions

and: 3858 Law of Obligations (LLB)

3847 Consumer Law (LLB) (elective)

The Corporations Law Skills Units comprise the equivalent of three core units and three recommended elective units.

4136 Law 4: Corporations

and: 3864 Public Companies (year- long)

3491 Insolvency Law (elective)

3866 Trade Practices Law (LLB) (elective)

3844 Banking and Insurance Law (elective)

The Revenue Law Skills Units comprise the equivalent of three core units and one recommended elective unit. These are:

4137 Law 5: Taxation

and: 3843 Advanced Taxation Law (LLB) (year- long)

3845 Capital Gains Tax (LLB) (recommended elective)

The General Legal Skills Units comprise six core units. These are:

4138 Law 6: Administrative Law

and: 3849 Criminal Law (LLB)

3850 Evidence (LLB)

3863 Property Law (LLB)

3865 Equity (LLB)

0345 Constitutional Law

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Double Degree of Bachelor of Applied Science in Environmental Design/Bachelor of Laws (281)

These two double degree are offered jointly by the Faculty of Management and the Faculty of Environmental Design. Particulars of the courses are to be found in the Faculty of Environmental Design's entry in this Handbook.

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Double Degree of Bachelor of Landscape Architecture/Bachelor of Laws (282)

These two double degree are offered jointly by the Faculty of Management and the Faculty of Environmental Design. Particulars of the courses are to be found in the Faculty of Environmental Design's entry in this Handbook.

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Double Degree of Bachelor of Arts in Administration/Bachelor of Laws (283)

- Course Duration:
- Assumed Knowledge:
- Admission Requirements:
- Administrative Arrangements:
- Course Structure:
- Professional Recognition:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - YEAR 4
    - Semester 1
    - Semester 2
  - YEAR 5
    - Semester 1
    - Semester 2

The program is for students of high ability who aim to make careers in the important legal aspects of administration, gaining full professional status in both the legal and the technical fields. The program contains the Bachelor of Laws (LLB) course as its second degree- equivalent section.

To enable completion in a minimum of five years, time savings are arranged mainly by taking LLB units as the management and general elective components of the existing BA course. It is important therefore to follow closely the typical study program as shown below, to achieve the minimum times. An information booklet on the course structure of double degree course may be obtained from the School of Law office (6C31).

Course Duration:

5 years full- time; maximum period of study 8 years

Assumed Knowledge:

ACT: Advanced Mathematics, English (T) major; NSW: 2u or 3u Mathematics, 2u English.

Admission Requirements:

Admission to a double degree course will ensure that the student will be permitted to proceed into the Bachelor of Laws component of the course. However, before the final two years (full- time equivalent) of the Bachelor of Laws course can be undertaken, students undertaking a double degree must have satisfied the academic requirements for the first degree in the double degree course.

Administrative Arrangements:

The Administrative Officer of the School of Law may be consulted in regard to double degree courses offered entirely in the Faculty of Management. An information booklet on the course structure of double degree course may also be obtained from the School of Law office (6C31).

Students undertaking the double degree course will be able to be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Structure:

The course structure of the double degree course requires that students admitted to a double degree course must undertake 6 required law units as part of the first degree course in the double degree sequence.

At the completion of the requirements of the Bachelor of Arts in Administration (including the 6 required units mentioned above), students will undertake 11 core LLB units (amounting to 42 credit points) and four elective law units (amounting to at least 12 credit points).

Professional Recognition:

The Bachelor of Laws program is recognised by the Supreme Court of the Australian Capital Territory for the purpose of admission to legal practice.

Course Convener:

Mr Don Fleming 6C8 (06) 201 2686

Typical Fulltime Course Structure:

Bachelor of Arts in Administration/Bachelor of Laws

YEAR 1

Semester 1

4207 Introduction to Management

An Economics Unit+

3852 Law 1 : Introduction to Law

A Computer Unit

Semester 2

3609 Organisational Behaviour

Economics Unit+

0673 Australian Politics

A Statistics Unit

YEAR 2

Semester 1

3610 Planning and Decision Making

Accounting or Psychology or Sociology*

A Law Unit

4138 Law 6 : Administrative Law

Semester 2

3607 Introduction to Public Administration

3853 Law 2 : Contracts

4135 Law 3 : Business Transactions

YEAR 3

Semester 1

4208 Theory of Organisations

Specialised Administration Unit

4137 Law 5 : Taxation

Semester 2

3636 Selected Managerial Skills

Specialised Administration Unit

4136 Law 4 : Corporations

YEAR 4

Semester 1

4134 Advanced Research and Writing (LLB)

3864 Public Companies (LLB) (year- long)

3860 Legal Theory (year- long)

3863 Property Law (LLB)

3849 Criminal Law (LLB)

Semester 2

3858 Law of Obligations (LLB)

0345 Constitutional Law

3864 Public Companies (LLB) (cont'd)

3860 Legal Theory (cont'd)

Elective Law Unit@

YEAR 5

Semester 1

3843 Advanced Taxation Law (LLB) (year- long)

3859 Lawyers and Professional Responsibility (LLB)

3865 Equity (LLB)

Elective Law Unit@

Semester 2

3843 Advanced Taxation Law (LLB) (cont'd)

3850 Evidence (LLB)

2 Elective Law Units@

*Selected from - -

3472 Psychology 1

0715 Basic Sociology

3606 Accounting Theory and Practice

1720 Accounting 1A

+ either 3519 Economics 1A (year- long) or 0034 Macroeconomics 1 and 0020 Microeconomics

@Elective Law Units include the following:

0008 Civil Rights

3846 Conflict of Laws (LLB)

3848 Corporate Crime (LLB)

2617 Employment Discrimination and the Law

0080 Family Law

3491 Insolvency Law

3851 International Business Taxation (LLB)

2613 Labour Law

3861 Legislation (LLB)

3862 Litigation and Dispute Processing (LLB)

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Double Degree of Bachelor of Arts in Computing Studies/ Bachelor of Laws (284)

This double degree is offered jointly by the Faculty of Management and the Faculty of Information Sciences and Engineering.

Particulars of the course are to be found in the Faculty of Information Sciences and Engineering's entry in this Handbook.

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Double Degree of Bachelor of Arts in Social Sciences/Bachelor of Laws (289)

- Course Duration:
- Assumed Knowledge:
- Admission Requirements:
- Administrative Arrangements:
- Course Structure:
- Professional Recognition:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - YEAR 4
    - Semester 1
    - Semester 2
  - YEAR 5
    - Semester 1
    - Semester 2
  - *Elective Law Units include the following:

The program is for students of high ability who aim to make careers in the important legal aspects of the social sciences, gaining full professional status in both the legal and the technical fields. The program contains the Bachelor of Laws (LLB) course as its second degree- equivalent section.

To enable completion in a minimum of five years, time savings are arranged mainly by taking LLB units as the management and general elective components of the existing BA course. It is important therefore to follow closely the typical study program as shown below, to achieve the minimum times. An information booklet on the course structure of double degree course may be obtained from the School of Law office (6C31).

Course Duration:

5 years full- time; maximum period of study 8 years

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Admission Requirements:

Admission to a double degree course will ensure that the student will be permitted to proceed into the Bachelor of Laws component of the course. However, before the final two years (full- time equivalent) of the Bachelor of Laws course can be undertaken, students undertaking a double degree must have satisfied the academic requirements for the first degree in the double degree course.

Administrative Arrangements:

The Administrative Officer of the School of Law may be consulted in regard to double degree courses offered entirely in the Faculty of Management. An information booklet on the course structure of double degree course may also be obtained from the School of Law office (6C31).

Students undertaking the double degree course will be able to be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Structure:

The course structure of the double degree course requires that students admitted to a double degree course must undertake 6 required law units as part of the first degree course in the double degree sequence.

At the completion of the requirements of the Bachelor of Arts in Social Science (including the 6 required units mentioned above), students will undertake 11 core LLB units (amounting to 42 credit points) and four elective law units (amounting to at least 12 credit points).

Professional Recognition:

The Bachelor of Laws program is recognised by the Supreme Court of the Australian Capital Territory for the purpose of admission to legal practice.

Course Convener:

Mr Don Fleming 6C8 (06) 201 2686

Typical Fulltime Course Structure:

Bachelor of Arts in Social Sciences/Bachelor of Laws

Because of the flexibility of the Social Sciences degree course, a typical study program is suggested for the first year only. While the 6 units listed hereunder for first year are the 6 required units, all these units do not have to be completed before undertaking further studies, except that where advanced units require these basic units as prerequisites to them, they must first have been completed. However, early completion of all these basic units is strongly recommended.

YEAR 1

Semester 1

0715 Basic Sociology

0675 Politics and Democracy

0034 Macroeconomics 1 *or* 0020 Microeconomics 1

3852 Law 1 : Introduction to Law

Semester 2

4120 Applied Statistics 1 or 0953 Social Research Methods

3541 Introduction to Computing Studies *or* 3762 Communication Interface 1 *or* the introductory unit for a minor sequence in computing (d below)

3853 Law 2 : Contracts

YEAR 2

Semester 1

4138 Law 6 : Administration

plus other units to complete the first degree

Semester 2

4135 Law 3 : Business Transactions

plus other units to complete the first degree

YEAR 3

Semester 1

4137 Law 5 : Taxation

plus other units to complete the first degree

Semester 2

4136 Law 4 : Corporations

plus other units to complete the first degree

YEAR 4

Semester 1

4134 Advanced Research and Writing (LLB)

3864 Public Companies (LLB) (year- long)

3860 Legal Theory (year- long)

3863 Property Law (LLB)

3849 Criminal Law (LLB)

Semester 2

3858 Law of Obligations (LLB)

0345 Constitutional Law

3864 Public Companies (LLB) (cont'd)

3860 Legal Theory (cont'd)

Elective Law Unit*

YEAR 5

Semester 1

3843 Advanced Taxation Law (LLB) (year- long)

3859 Lawyers and Professional Responsibility (LLB)

3865 Equity (LLB)

Elective Law Unit*

Semester 2

3843 Advanced Taxation Law (LLB) (cont'd)

3850 Evidence (LLB)

2 Elective Law Units*

*Elective Law Units include the following:

0008 Civil Rights

3846 Conflict of Laws (LLB)

3848 Corporate Crime (LLB)

2617 Employment Discrimination and the Law

0080 Family Law

3491 Insolvency Law

3851 International Business Taxation (LLB)

2613 Labour Law

3861 Legislation (LLB)

3862 Litigation and Dispute Processing (LLB)

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HANDBOOK 1995

Double Degree of Bachelor of Applied Economics/Bachelor of Laws

- Course Duration:
- Assumed Knowledge:
- Admission Requirements:
- Administrative Arrangements:
- Course Structure:
- Professional Recognition:
- Course Convener:
- Typical Full-time Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - YEAR 4
    - Semester 1
    - Semester 2
  - YEAR 5
    - Semester 1
    - Semester 2
  - *Elective Law Units include the following:

This program is for students of high ability who seek careers in the important legal aspects of economics, demand for which is highly sought after in the University's catchment area.

To enable completion in a minimum of five years, time savings are arranged mainly by taking LLB units as the second major of the existing Bachelor of Applied Economics course. It is important to follow closely the typical study program shown below to achieve minimum times. An information booklet on the course structure of double degree courses with law may be obtained from the School of Law office (6C31).

Course Duration:

5 years full-time; maximum period of study 8 years.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Admission Requirements:

Admission to a double degree course will ensure that the student will be permitted to proceed into the Bachelor of Law component of the course. However, before the final two years (full-time equivalent) of the Bachelor of Laws course can be undertaken, students taking a double degree must have satisfied the academic requirements for the first degree in the double degree course.

Administrative Arrangements:

The Administrative Officer of the School of Law may be consulted in regard to double degree courses offered entirely in the Faculty of Management. An information booklet on the course structure of double degree courses can also be obtained from the School of Law office (6C31).

Students undertaking the double degree course will be able to be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Structure:

The course structure of the double degree course requires that students admitted to a double degree course must undertake 6 required law units as part of the first degree course in the double degree sequence.

At completion of the Bachelor of Applied Economics (including the 6 units mentioned above), students will undertake 11 core LLB units (amounting to 42 credit points) and four elective law units (amounting to at least 12 credit points).

Professional Recognition:

The Bachelor of Laws program is recognised by the Supreme Court of the Australian Capital Territory for the purpose of admission to legal practice.

Course Convener:

Mr Don Fleming 6C8 (06) 201 2686

Typical Full-time Course Structure:

Bachelor of Applied Economics/Bachelor of Laws

YEAR 1

Semester 1

3519 Economics 1A (year-long)

3539 Business Statistics

3852 Law 1 : Introduction to Law

Elective

Semester 2

3519 Economics 1A (cont'd)

1444 Basic Information Systems

3852 Law 2 : Contracts

Elective

YEAR 2

Semester 1

4213 Economics 2A (year-long)

4138 Law 6 : Administration

Economics Elective

Semester 2

4213 Economics 2A (cont'd)

4135 Law 3 : Business Transactions

Elective

YEAR 3

Semester 1

0099 International Economics *or* 4214 Policy Issues in Microeconomics

4137 Law 5 : Taxation

Economics Elective

Semester 2

2397 Macroeconomics 3 *or* 4215 Policy Issues in Macroeconomics

4136 Law 4 : Corporations

Economics Elective

plus other units to complete first degree

YEAR 4

Semester 1

4134 Advanced Research and Writing (LLB)

3864 Public Companies (LLB) (year-long)

3860 Legal Theory (year-long)

3863 Property Law (LLB)

3849 Criminal Law (LLB)

Semester 2

3858 Law of Obligations (LLB)

0345 Constitutional Law

3864 Public Companies (LLB) (cont'd)

3860 Legal Theory (cont'd)

Elective Law unit*

YEAR 5

Semester 1

3843 Advanced Taxation Law (LLB) (year-long)

3859 Lawyers and Professional Responsibility (LLB)

3865 Equity (LLB)

Elective Law unit*

Semester 2

3843 Advanced Taxation Law (LLB) (cont'd)

3850 Evidence (LLB)

2 Elective Law units*

*Elective Law Units include the following:

0008 Civil Rights

3846 Conflict of Laws (LLB)

3848 Corporate Crime (LLB)

2617 Employment Discrimination and the Law

0080 Family Law

3491 Insolvency Law

3851 International Business Taxation (LLB)

2613 Labour Law

3861 Legislation

3862 Litigation and Dispute Processing (LLB)

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Double Degree of Bachelor of Commerce in Accounting/ Bachelor of Laws (285)

- Course Duration:
- Assumed Knowledge:
- Admission Requirements:
- Administrative Arrangements:
- Course Structure:
- Professional Recognition:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - YEAR 4
    - Semester 1
    - Semester 2
  - YEAR 5
    - Semester 1
    - Semester 2
      - Sociology
      - Psychology
      - Administration
      - Chinese
      - Japanese
      - Spanish

The program is for students of high ability who aim to make careers in the important legal aspects of accounting, gaining full professional status in both the legal and the technical fields. The program contains the Bachelor of Laws (LLB) course as its second degree- equivalent section.

To enable completion in a minimum of five years, time savings are arranged mainly by taking LLB units as the management and general elective components of the existing BCom in Accounting course. It is important therefore to follow closely the typical study program as shown below, to achieve the minimum times. An information booklet on the course structure of double degree course may be obtained from the School of Law office (6C31).

Course Duration:

5 years full- time; maximum period of study 8 years

Assumed Knowledge:

ACT: Majors in Advanced Mathematics, English (T); NSW: 2u or 3u Mathematic, 2u English.

Admission Requirements:

Admission to a double degree course will ensure that the student will be permitted to proceed into the Bachelor of Laws component of the course. However, before the final two years (full- time equivalent) of the Bachelor of Laws course can be undertaken, students undertaking a double degree must have satisfied the academic requirements for the first degree in the double degree course.

Administrative Arrangements:

The Administrative Officer of the School of Law may be consulted in regard to double degree courses offered entirely in the Faculty of Management. An information booklet on the course structure of double degree course may also be obtained from the School of Law office (6C31).

Students undertaking the double degree course will be able to be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Structure:

The course structure of the double degree course requires that students admitted to a double degree course must undertake 6 required law units as part of the first degree course in the double degree sequence.

At the completion of the requirements of the Bachelor of Commerce in Accounting (including the 6 required units mentioned above), students will undertake 11 core LLB units (amounting to 42 credit points) and four elective law units (amounting to at least 12 credit points).

Professional Recognition:

The Bachelor of Laws program is recognised by the Supreme Court of the Australian Capital Territory for the purpose of admission to legal practice. For information on the professional recognition of the Bachelor of Commerce in Accounting degree, refer to the entry for Course No 240.

Course Convener:

Mr Brendan Pentony 6C20 (06) 201 2712

Typical Fulltime Course Structure:

Bachelor of Commerce in Accounting/Bachelor of Laws

YEAR 1

Semester 1

3606 Accounting Theory and Practice

2034 Macroeconomics 1

3605 Mathematical Methods 1A

3539 Business Statistics

Semester 2

3869 Accounting Information Systems 1

0020 Microeconomics 1

3852 Law 1 : Introduction to Law

3853 Law 2 : Contract

YEAR 2

Semester 1

4145 Financial Reporting

4203 Corporate Finance

4137 Law : Taxation

Humanities Unit#

Semester 2

4146 Managerial Accounting

4202 Auditing

Humanities Unit#

4135 Law 3 : Business Transactions

YEAR 3

Semester 1

4138 Law 6 : Administrative Law

1 Required Law unit

Electives@ or Humanities Unit+

2 Electives@

Semester 2

4354 Advanced Accounting Theory

1 Required Law unit

4136 Law 4 : Corporations

YEAR 4

Semester 1

4134 Advanced Research and Writing (LLB)

3864 Public Companies (LLB) (year- long)

3860 Legal Theory (year- long)

3863 Property Law (LLB)

3849 Criminal Law (LLB)

Semester 2

3858 Law of Obligations (LLB)

0345 Constitutional Law

3864 Public Companies (LLB) (cont'd)

3860 Legal Theory (cont'd)

Elective Law Unit**

YEAR 5

Semester 1

3843 Advanced Taxation Law (LLB) (year- long)

3859 Lawyers and Professional Responsibility (LLB)

3865 Equity (LLB)

Elective Law Unit**

Semester 2

3843 Advanced Taxation Law (LLB) (cont'd)

3850 Evidence (LLB)

2 Elective Law Units**

The humanities units are to be taken from the following disciplines: Sociology, Psychology, Administration, Chinese, Japanese or Spanish. The units belonging to each minor sequence are as follows:

Sociology

0715 Basic Sociology: ...The Development of Social Thought (avail. 1995)

1670 Social Inequality

Psychology

4309 Psychology 101 : Introductory Psychology 1

4313 Psychology 203 : Social and Developmental Psychology

4317 Psychology 303 : Organisational Psychology

Administration

4207 Introduction to Management

3609 Organisational Behaviour

3610 Planning and Decision Making

Chinese

4282 Chinese 1 : Language and Culture

0660 Chinese 2

3767 Chinese 3/4

Japanese

4283 Japanese 1 : Language and Culture

0157 Japanese 2

3771 Japanese 3/4

Spanish

4285 Spanish 1 : Language and Culture

0514 Spanish 2

3775 Spanish 3/4

@ Students must complete 6 elective units totalling a minimum of 23 credit points. At least one unit must be chosen from the following:

4353 Advanced Auditing

4148 Advanced Financial Reporting

4147 Advanced Managerial Accounting

8ba Accounting Information Systems 2 (avail. 1995)

4204 Portfolio Theory and Management

Students should select single units or sequences of units from the following disciplines: Accounting, Administration, Economics, History, Politics, Psychology, Information Systems, Computing, Finance, Marketing, Law, Sociology, Statistics, Languages, Mathematics, other (as approved by Course Convener).

+ Exception: Because the third unit in a language minor is a year- long B credit point unit, students taking a language for their humanities minor would generally be expected to complete 5 electives totalling a minimum of 19 credit points. See course Convener for advice.

**Elective Law Units: Elective Law Units include the following:

0008 Civil Rights

3846 Conflict of Laws (LLB)

3848 Corporate Crime (LLB)

2617 Employment Discrimination and the Law

0080 Family Law

3491 Insolvency Law

3851 International Business Taxation (LLB)

2613 Labour Law

3861 Legislation (LLB)

3862 Litigation and Dispute Processing (LLB)

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Double Degree of Bachelor of Commerce in Banking and Finance/Bachelor of Laws (286)

- Course Duration:
- Assumed Knowledge:
- Admission Requirements:
- Administrative Arrangements:
- Course Structure:
- Professional Recognition:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
  - YEAR 4
    - Semester 1
    - Semester 2
  - YEAR 5
    - Semester 1
    - Semester 2

The program is for students of high ability who aim to make careers in the important legal aspects of banking and finance, gaining full professional status in both the legal and the technical fields. The program contains the Bachelor of Laws (LLB) course as its second degree- equivalent section.

To enable completion in a minimum of five years, time savings are arranged mainly by taking LLB units as the management and general elective components of the existing BCom in Banking and Finance course. It is important therefore to follow closely the typical study program as shown below, to achieve the minimum times.

Course Duration:

5 years full- time; maximum period of study 8 years

Assumed Knowledge:

ACT: Advanced Mathematics and English (T) major; NSW: 2u or 3u Mathematics, 2u English.

Admission Requirements:

Admission to a double degree course will ensure that the student will be permitted to proceed into the Bachelor of Laws component of the course. However, before the final two years (full- time equivalent) of the Bachelor of Laws course can be undertaken, students undertaking a double degree must have satisfied the academic requirements for the first degree in the double degree course.

Administrative Arrangements:

The Administrative Officer of the School of Law may be consulted in regard to double degree courses offered entirely in the Faculty of Management. An information booklet on the course structure of the double degree course may also be obtained from the School of Law office (6C31).

Students undertaking the double degree course will be able to be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Structure:

The course structure of the double degree course requires that students admitted to a double degree course must undertake 6 required law units as part of the first degree course in the double degree sequence.

At the completion of the requirements of the Bachelor of Commerce in Banking and Finance (including the 6 required units mentioned above), students will undertake 11 core LLB units (amounting to 42 credit points) and four elective law units (amounting to at least 12 credit points).

Professional Recognition:

The Bachelor of Laws program is recognised by the Supreme Court of the Australian Capital Territory for the purpose of admission to legal practice.

Course Convener:

Mr Don Fleming 6C8 (06) 201 2686

Typical Fulltime Course Structure:

Bachelor of Commerce in Banking and Finance/Bachelor of Laws

YEAR 1

Semester 1

3606 Accounting Theory and Practice

3539 Business Statistics 1

3605 Mathematical Methods 1A

3852 Law 1 : Introduction to Law

Semester 2

0034 Macroeconomics 1

0020 Microeconomics 1

3853 Law 2 : Contract

YEAR 2

Semester 1

3639 Financial Institutions and Markets

4203 Corporate Finance

4137 Law 5 : Taxation

Semester 2

3393 International Finance

4204 Portfolio Theory and Management

4135 Law 3 : Business Transactions

YEAR 3

Semester 1

3638 Management of Financial Institutions (year- long)

3637 Advanced Business Finance (year- long)

4138 Law 6 : Administrative Law

Semester 2

3638 Management of Financial Institutions (cont'd)

3637 Advanced Business Finance (cont'd)

4136 Law 4 : Corporations

YEAR 4

Semester 1

4134 Advanced Research and Writing (LLB)

3860 Legal Theory (year- long)

3864 Public Companies (LLB) (year- long)

3863 Property Law (LLB)

3849 Criminal Law (LLB)

Semester 2

3858 Law of Obligations (LLB)

3860 Legal Theory (cont'd)

3864 Public Companies (LLB) (cont'd)

0345 Constitutional Law

Elective Law Unit*

YEAR 5

Semester 1

3843 Advanced Taxation Law (LLB) (year- long)

3859 Lawyers and Professional Responsibility (LLB)

3865 Equity (LLB)

Elective Law Unit*

Semester 2

3843 Advanced Taxation Law (LLB) (cont'd)

3850 Evidence (LLB)

2 Elective Law Units*

*Elective Law Units include the following:

0008 Civil Rights

3846 Conflict of Laws (LLB)

3848 Corporate Crime (LLB)

2617 Employment Discrimination and the Law

0080 Family Law

3491 Insolvency Law

3851 International Business Taxation (LLB)

2613 Labour Law

3861 Legislation (LLB)

3862 Litigation and Dispute Processing (LLB)

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Double Degree of Bachelor of Engineering in Computer Engineering/Bachelor of Laws (288)

These double degrees are offered jointly by the Faculty of Management and the Faculty of Information Sciences and Engineering.

Particulars of these courses are to be found in the Faculty of Information Sciences and Engineering's entry in this Handbook.

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Double Degree of Bachelor of Engineering in Electronics and Communications Engineering/Bachelor of Laws (287)

These double degrees are offered jointly by the Faculty of Management and the Faculty of Information Sciences and Engineering.

Particulars of these courses are to be found in the Faculty of Information Sciences and Engineering's entry in this Handbook.

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Graduate Certificate in Management Studies (263)

- Course Duration:
- Admission Requirements:
- Course Availability:
- Course Requirements:
- Status and Exemptions:
- Course Advice:
- Course Convener:

This course is designed to provide experienced managers without formal training in management with an award course in management studies. This Certificate is a full- fee paying course. While it is an award course which may be taken on campus, arrangements can be made for the whole course or parts of the course to be delivered at off- campus premises for sufficiently large groups of students who are nominated and enrolled by an employer or employers.

The course schedule has been devised to meet the needs of part- time students, and it involves two or sometimes three days each week for attendance at lectures, tutorials, seminars and workshops.

Course Duration:

1 semester full- time or 2 semesters part- time. (The course is designed primarily for part- time study, but full- time study is also possible.)

Admission Requirements:

The course is open to men and women who have successfully completed a first degree program at an Australian college of advanced education or university and who have not less than two years of work experience.

Members of professions who hold awards which are, in the opinion of the Academic Board, equivalent to a first degree, may be admitted to the course. The Academic Board may also admit such other persons who, in the Board's opinion, are able to undertake the course of study with a reasonable likelihood of success.

Course Availability:

Entry is usually in the first semester of each year.

Course Requirements:

Satisfactory completion of at least 16 credit points (4 semester units) as follows - -

(a) 2 required units totalling 8 credit points; and

(b) 2 elective units totalling 8 credit points.

Required Units:

3943 Introduction to Management G

3929 Financial Management G or 3925 Elements in Human Resource Management G

Elective Units:

Any two of the following units - -

0565 Basic Information Systems G

3912 Concepts and Elements of Law G

3925 Elements in Human Resource Management G

3926 Emerging Issues in HRM G

3929 Financial Management G

3932 Industrial Relations G

3942 Introduction to Planning and Policy G

3947 Law in Administration G

3957 Macroeconomics G

3959 Managing Individual and Organisational Change G

3962 Marketing G

3967 Microeconomics G

3971 Organisational Behaviour G

3975 Project Evaluation G

3893 Strategic Business Planning G

or other units approved by the Faculty.

Status and Exemptions:

Students who qualify may be granted up to two units of status, based on studies in uncompleted graduate awards in Australian tertiary institutions or their equivalent. Students whose previous studies would otherwise have resulted in the granting of status of more than two units, in respect of particular required units in this course, may be exempted from such required units provided that an equal number of substitute units are included in the program. Substitute units should be chosen by the student and the course adviser, and require the approval of the Director of the Graduate Certificate in Management Studies before they constitute part of the approved program.

In selecting substitute units, choice should be made so as to augment the student's knowledge of administratively- related fields. Upper- level undergraduate units may be taken when the student's previous studies satisfy prerequisites, or entry- level units where a new discipline is to be explored. The most appropriate fields are those offered by the Faculty of Management and the Faculty of Information Sciences and Engineering.

Course Advice:

For more detailed course advice, students should contact the course convener.

Course Convener:

Mr John Martin 7C15 (06) 201 2709

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HANDBOOK 1995

Graduate Diploma in Administration (053)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Status/Exemption:
- Course Advice:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
- Typical Parttime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1

This course is designed to help individuals as they progress in their careers, especially public sector careers, to move away from areas of initial specialisation towards those involving managerial and administrative functions. The approach is both conceptual and practical: an important aim is to offer graduates in fields other than administration the opportunity to immerse themselves in recent developments in administration and its associated fields.

The course is intensive, involving a serious commitment of time and intellectual effort. The teaching schedule has been devised to meet the needs of part- time students, and involves attendance at lectures, tutorials, seminars, and workshops, mostly held in the evenings, over two or sometimes three days each week.

It also provides a launching ground for students embarking on the Master of Public Administration (MPA) program. The graduate level units from this diploma serve as the first formal year of study for the masters course. Entry into the masters level will be subject to satisfactory academic progress, that is at least two credit level passes at the graduate diploma level of the program.

Course Duration:

The course is designed primarily for part- time students, who are normally expected to complete in three semesters; however, full- time study is also possible with completion expected in two semesters.

Admission Requirements:

Applicants must have a degree or an award that, in the opinion of the University Academic Board, is the equivalent of a degree conferred by a tertiary institution recognised by the Board. In addition to holding a degree or an equivalent award, candidates should also have not less than two years of relevant work experience prior to admission.

Course Requirements:

Satisfactory completion of at least 24 credit points (6 semester units) as follows--

(a) 3 required units totalling 12 credit points; and

(b) 3 elective units totalling 12 credit points.

Status/Exemption:

Students may be granted status/exemption for up to three relevant units based on studies in uncompleted graduate awards in Australian tertiary institutions or their equivalent, but not otherwise. Where students have undertaken equivalent units for completed programs, they should select substitute units from the electives listed above. This is of particular relevance for core units.

Course Advice:

Students are recommended to seek advice from the course convener on academic questions relating to their study program.

Course Convener:

Dr Michael Jones 6D13 (06) 201 2742

Typical Fulltime Course Structure:

Graduate Diploma in Administration

YEAR 1

Semester 1

3960 Management and Organisation Analysis G

2 Electives

Semester 2

3942 Introduction to Planning and Policy G

3977 Public Administration G

1 Elective

Typical Parttime Course Structure:

Graduate Diploma in Administration

YEAR 1

Semester 1

3960 Management and Organisation Analysis G

1 Elective

Semester 2

3942 Introduction to Planning and Policy G

3977 Public Administration G

YEAR 2

Semester 1

2 Electives

Electives Units: Any 3 of the following units - -

3907 Australian Political System G

4101 Communication for Managers G1

3923 Development Management G

3925 Elements in Human Resource Management G

3929 Financial Management G

3932 Industrial Relations G

3947 Law in Administration G

3984 Management Information Systems G

3959 Managing Individual and Organisational Change G

3971 Organisational Behaviour G

3944 Research Methods G

3915 Women and Organisations G

4206 Women, Politics and Public Policy G

Other relevant units may be taken with the approval of the course convener, provided that no more than one unit is taken at undergraduate (3/6) level.

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Graduate Diploma in Applied Economics (090)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Course Convener:
- Typical Parttime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
  - Elective Units:

This course seeks to develop the economic analytical skills demanded of today's managers in both the public and private sectors.

Course Duration:

The course is normally completed over three to four semesters of part- time study, although full- time study is also possible.

Admission Requirements:

The course is generally available to applicants having a bachelors degree or equivalent award from a recognised tertiary institution in a discipline other than economics. It may also be available to persons with an economics degree if such persons took their degree more than ten years ago and wish to refresh and extend their knowledge. Entry may be in either first or second semester, subject to the University's policy on admission.

Course Requirements:

Satisfactory completion of 6 semester units as follows:

(a) 3967 Microeconomics G and 3957 Macroeconomics G; and

(b) four elective units from the list below.

Course Advice:

Students are advised to consult with the course convener if they are in doubt about their study program.

Course Convener:

Mr James Hanratty 6D11 (06) 201 2175

Typical Parttime Course Structure:

Graduate Diploma in Applied Economics

YEAR 1

Semester 1

3957 Macroeconomics G

3967 Microeconomics G

Semester 2

2 Electives

YEAR 2

Semester 1

2 Electives

Elective Units:

Four units to be chosen from the following, subject to availability:

3907 Australian Political System G

3922 Development Economics G

3923 Development Management G

3927 Environmental Resource Economics G

3938 International Economics G

3939 International Marketing G

3945 Labour Economics G

3958 Macroeconomics G2

3956 Macroeconomics G3

3960 Management and Organisational Analysis G

3961 Managerial Economics G

3962 Marketing G

3963 Marketing Management G

3968 Microeconomics G2

2396 Public Economics G

3979 Public Finance G

3975 Project Evaluation G

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Graduate Diploma in Human Resource Management (238)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Status and Exemptions:
- Course Advice:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2

The course in Human Resource Management (HRM) is designed to assist participants to:

· understand how to plan and establish HRM systems for an organisation, appropriate to that organisation's needs and mission, environment and culture.

· understand the inter- relationship between the external legal and industrial environment and the development of HRM systems and processes within organisations.

· understand how to assess and enhance the quality, effectiveness, equity and legality of an exiting HRM system in an organisation.

· understand the inter- relationships between an organisation's HRM system and

(a) its corporate strategy and success

(b) its quality of work life, and

(c) its employee- management relations, and understand the importance of HRM to each of these aspects.

· understand the inter- relationships and interactions between the various HRM strategies and techniques, and the value of applying a research- based, eclectic approach to the design of HRM systems and the solutions of HRM problems.

· develop the managerial and research skills appropriate to the HRM practitioner.

The course will emphasise the relationship between an understanding of the conceptual aspects of employment relations and their application in an organisational context. There will be an emphasis on action research. This is designed to appeal to those who are HRM practitioners in various areas of HRM specialisation, as well as those with general and employee relations responsibilities. While the course will draw from public sector experiences, the content will be of relevance to those from the private sector and the military, since the course will be built around general employment relations and HRM concepts, taking a contingency approach in order to cater for differences between organisations. The course will seek to integrate generic concepts, work- based experience and the development of skills in the context of work reorganisation and organisational change generally.

Course Duration:

1 year full- time or equivalent part- time

Admission Requirements:

The requirement for admission to any graduate course of the University is normally the possession of a degree conferred by a tertiary institution recognised by Academic Board.

Where resources permit, the Academic Board may also admit such other persons who, in the Board's opinion, are able to undertake the course of study with a reasonable likelihood of success. In making such assessments the selection process shall take due account to work- based prior learning, including experience in areas of employment relations generally or in particular HRM areas of specialisation.

Course Requirements:

Satisfactory completion of 24 credit points, being 4 core units and two elective units, each worth 4 credit points.

Status and Exemptions:

Students who qualify may be granted up to three units of status, based on studies in uncompleted graduate awards in Australian tertiary institutions or their equivalent. Students whose previous studies would otherwise have resulted in the granting of status of more than two units, in respect of particular required units in this course, may be exempted from such required units provided that an equal number of substitute units are included in the program. Substitute units should be chosen by the student after consultation with the course convener.

Course Advice:

Students are encouraged to obtain course advice from the course convener in the selection of electives.

Course Convener:

Dr John O'Brien 7C9 (06) 201 2729

Typical Fulltime Course Structure:

Graduate Diploma in Human Resource Management

YEAR 1

Semester 1

3943 Introduction to Management G *or* 3971 Organisational Behaviour G

3932 Industrial Relations G

3959 Managing Individual and Organisational Change G

Elective*

Semester 2

3925 Elements in Human Resource Management G

Elective*

*Elective Units:

Two elective units chosen from the following:

3924 Economics for Managers G

3926 Emerging Issues in Human Resource Management G

2618 Employment Discrimination and the Law G

3013 Issues in Industrial Relations G

3946 Labour Law G

3951 Law of Employment G

3893 Strategic Business Planning G

3915 Women and Organisations G

Human Resource Development Project units (Faculty of Education) or there appropriate units with the approval of the course convener.

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Graduate Diploma in Industrial Relations (157)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Status, Exemptions and Substitutes:
- Course Advice:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
    - Elective Units:

This course aims to provide participants with an overview of industrial relations policy issues, processes, and skills. The emphasis is on the Australian system, but located within an international comparative context.

Course Duration:

1 year full- time or equivalent part- time.

Admission Requirements:

The requirements for admission into the program is normally the possession of a degree conferred by a tertiary institution recognised by the Academic Board. The Academic Board may, however, admit such other persons who, in the Board's opinion, have achieved a combination of professional experience and status in the field of industrial relations and educational experience such as to appear sufficient for them to undertake a proposed course of study with a reasonable likelihood of success.

Course Requirements:

Satisfactory completion of 24 credit points being 3 required core units plus 3 elective units of 4 credit points each.

Status, Exemptions and Substitutes:

Students may seek status and/or exemptions for related units studied in uncompleted programs. Substitute units may be sought for related units in completed programs. These are granted on a case by case basis. The course convener should be consulted about these matters.

Course Advice:

Students are encouraged to obtain course advice from the course convener in the selection of electives.

Course Convener:

Dr John O'Brien 7C9 (06) 201 2729

Typical Fulltime Course Structure:

Graduate Diploma in Industrial Relations

YEAR 1

Semester 1

3932 Industrial Relations G

2 Electives

Semester 2

3013 Issues in Industrial Relations G

3933 Industrial Relations Workshop G

Elective

Elective Units:

Three elective units may be chosen from the discipline areas of Law, Economics and Human Resource Management. For those students whose background includes study in Economics, or alternatively for those who do not contemplate working in areas where economics is of major significance, the three elective units would normally be:

3912 Concepts and Elements in Law G

3936 Injury and Safety Law G

3946 Labour Law G

Alternatively if economics is the area that is required to satisfy career aspirations, the further units should be:

3924 Economics for Managers G

3945 Labour Economics G

3951 Law of Employment G (or 3946 Labour Law G if there is prior Law experience)

Students would also have the opportunity of choosing an approved package of units which may include:

3925 Elements in Human Resource Management G

3926 Emerging Issues in Human Resource Management G

2618 Employment Discrimination and the Law G

3959 Managing Individual and Organisational Change G

3915 Women and Organisations G

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Graduate Diploma in Legal Studies (018)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Course Convener:
- Typical Parttime Course Structure
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
- Typical Parttime Course Structure
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1

The Graduate Diploma in Legal Studies serves two purposes. It provides access to the Graduate Bachelor of Laws Degree, admission to which requires a law major of six units. (See admission requirements for the LLB program.) The Diploma may be completed by doing six units Law G1 to Law G6 inclusive.

The Diploma also provides a qualification in law for professionals who do not practise law but require legal knowledge and skills. On this basis, it is designed to provide a thorough grounding in some law areas to persons who already hold a degree or equivalent qualification in some discipline other than law. This study of law at tertiary level is, however, recognised as a valuable training for those working or intending to work in both the public and private sectors.

The aims of the course will be to develop in graduate students an awareness of the nature and operation of the law and the legal system, and to provide those employed in government, the teaching profession and the private sector with a working understanding of areas of the law of particular vocational relevance.

Course Duration:

1 year full- time or equivalent part- time

Admission Requirements:

The course will be open to applicants holding a bachelor degree or equivalent other than in law from a recognised Australian tertiary institution. Students who hold a law degree from a foreign tertiary institution may also be permitted to undertake this course.

Course Requirements:

The course consists of 6 semester- long units (24 credit points) as follows - -

(a) 3 required units; and

(b) 3 elective units which may be chosen from any available law units offered in the University. This includes the units 1666 Deviance and Crime and 1372 Industrial Relations.

Course Advice:

Students who have not completed 3912 Concepts and Elements of Law G or its equivalent before being admitted to the course should enrol in it in the first semester of their study. Students are also encouraged to seek course advice from the course convener in the choice of electives.

Course Convener:

Mr Kam Kamarul 6C14 (06) 201 2696

Typical Parttime Course Structure

Graduate Diploma in Legal Studies

(for students seeking to enter LLB program)

YEAR 1

Semester 1

3852 Law 1: Introduction to Law

4138 Law 6: Administrative Law (LLB)

Semester 2

3853 Law 2: Contract (LLB)

4135 Law 3: Business Transactions (LLB)

YEAR 2

Semester 1

4137 Law 5: Taxation (LLB)

Semester 2

4136 Law 4: Corporations (LLB)

Typical Parttime Course Structure

Graduate Diploma in Legal Studies

(for students pursuing the non- professional diploma program)

YEAR 1

Semester 1

3912 Concepts and Elements of Law G*

3910 Commercial Law G1*

Semester 2

Elective (eg 0130 Commercial Law G2)

Elective (eg 2618 Employment, Discrimination and the Law G)

YEAR 2

Semester 1

3954 Legal Theory G*

Elective (eg 3894 Administrative Law G)

*or other units in lieu as approved by the course convener if the content of any one or more of these units has been covered in previous study.

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Graduate Diploma in Management Sciences (103)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Status/Substitutions:
- Course Advice:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2

The course is offered jointly with the Faculty of Information Sciences and Engineering.

The course is designed to help graduates acquire knowledge and skills in the major areas of management sciences: accounting, administration, computer management, economics and quantitative techniques.

The course is subsumable with the degree of Master of Business Administration. Students wishing to proceed to the MBA should seek advice from the MBA course convener.

Course Duration:

1 year full- time or equivalent part- time

Admission Requirements:

Entrance to the course requires a first degree or equivalent qualification from an approved tertiary institution.

Course Requirements:

Satisfactory completion of at least 24 credit points from 6 required units.

Status/Substitutions:

Up to 3 units of status may be allowed for appropriate studies not counted towards another degree. Where students already have an adequate grasp of the subject matter of a unit from previous studies, substitutions must be made from the list of approved elective units.

Course Advice:

Students are encouraged to seek course advice from the Course Convener so as to ensure that correct substitutions are made.

Course Convener:

Dr Desh Gupta 6D27 (06) 201 2728

Typical Fulltime Course Structure:

Graduate Diploma in Management Sciences

YEAR 1

Semester 1

4220 Accounting MBA

3984 Management Information Systems G

3889 Quantitative Methods G

Semester 2

4221 Business Finance MBA*

3969 Microeconomics MBA G

3508 Computer Models for Business Decisions M

*(Prerequisites are 0608 Quantitative Methods G and 4220 Accounting MBA)

Students who have studied the majority of the contents of any of the above units in their undergraduate degree will substitute from the following list plus any other units which may be authorised by the Deans of the Faculties of Management and Information Sciences and Engineering. Substitutions up to a maximum of two units may be permitted.

3925 Elements in Human Resource Management G

3926 Emerging Issues in Human Resource Management G

3932 Industrial Relations G

3943 Introduction to Management G

3713 Japanese for Business G

3948 Law of Business Decisions M

3957 Macroeconomics G

3960 Management and Organisational Analysis G

3959 Managing Individual and Organisational Change G

3964 Marketing MBA

3971 Organisational Behaviour G

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Graduate Diploma in Marketing (279)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Advice:
- Course Convener:
- Typical Parttime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1

This course is designed to provide managers with the marketing skills which are essential if companies are to thrive in today's competitive environment.

Note: This is a full-fee paying course.

Course Duration:

The course is designed to be taken on a part- time basis. It may also be undertaken full- time (1 year) although the range of units available may then be slightly restricted.

Admission Requirements:

The course is available to applicants holding a bachelor's degree or equivalent award in a discipline other than marketing from a recognised tertiary institution in Australia or overseas.

Course Requirements:

Satisfactory completion of 6 graduate level units (5 of which are required units).

Course Advice:

Students are encouraged to seek course advice from the course convener if in doubt about their study program.

Course Convener:

Mr James Hanratty 6D11 (06) 201 2175

Typical Parttime Course Structure:

Graduate Diploma in Marketing

Note: Where the content of a required unit has been substantially covered by previous studies it will be necessary to substitute in its place a unit chosen from the elective list below.

YEAR 1

Semester 1

3962 Marketing G

3957 Macroeconomics G

Semester 2

3967 Microeconomics G

3963 Marketing Management G

YEAR 2

Semester 1

3939 International Marketing G

Elective *

*Electives

tba Marketing Research Methods G

tba Special Areas of Marketing G

4355 Marketing Law G#

plus any other units approved by the Dean.

corequisite is 3912 Concepts and Elements of Law G

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Graduate Diploma in Professional Accounting

This course is not available to newly- enrolling students.

Students currently enrolled in the course should refer to the 1993 University of Canberra Handbook for details of the academic requirements of the course.

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Graduate Diploma in Taxation (298)

- Course Duration:
- Admission Requirements:
- Course Structure:
- Course Convener:
- Typical Full-time Course Structure
  - YEAR 1
    - Semester 1
    - Semester 2

A full-fee paying course of 1 year full-time or equivalent part-time duration, to commence in 1995, subject to accreditation.

The course provides a professionally oriented specialised graduate level course in taxation law and practice. The course seeks to equip students with advanced skills in the areas of public policy and taxation law and provide them with insights into tax law policy and comparative taxation administration.

Course Duration:

1 year full-time: maximum period of study 4 years.

Admission Requirements:

Applicants seeking admission to the course will normally be expected to have completed an appropriate three-year degree or equivalent from a university.

Course Structure:

The course comprises 6 semester-long units or 24 credit points - comprising 4 credit points at the graduate (G) level and 20 pints at the postgraduate (PG) level. Such graduate and postgraduate units include Basic Taxation G, Advance Revenue Law, Corporate and Other Entities Tax, Principles of International Taxation, Professional Tax Practice and Ethics and Taxation Administration.

Elective units can be chosen from one graduate level unit and up to five postgraduate level units available in the Faculty at the present time.

Course Convener:

Mr Michael Dirkis 6C7 (06) 201 2536.

Typical Full-time Course Structure

Graduate Diploma of Taxation

YEAR 1

Semester 1

Basic Taxation G

Corporate and Other Entities PG

Principles of International Taxation PG

Semester 2

Advanced Revenue Law PG

Professional Tax Practice and Ethics PG

Taxation Administration PG

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Degree of Master of Arts in Administration (049)

- Course Duration:
- Admission Requirements:
- Course Structure:
- Preliminary:
- Course Advice:
- Course Convener:

This course is designed to provide substantial supervised experience in research methods and report writing as well as opportunities for in- depth research into organisational, administrative or policy- related matters. Although this is primarily a degree by thesis, some coursework is also required. Guidelines are in preparation to allow students who can demonstrate superior research ability to convert from Master of Arts in Administration (MAA) enrolment to the Faculty PhD program.

Course Duration:

2 years full- time or equivalent part- time.

Admission Requirements:

The requirements for admission to the Master of Arts in Administration program are - -

(a) a good first degree;

(b) academic preparation in administration, and related disciplines;

(c) normally, not less than two years of work experience; and

(d) evidence of research capacity.

Course Structure:

Satisfactory completion of 48 credit points. The program for the MAA is arranged in two segments:

Preliminary:

An approved program of units from the Graduate Diploma of Administration and Masters of Public Administration programs to satisfy admission requirement (b); 16 credit points. (Note: a well- prepared student may win exemption from part or all of this requirement. Status may be given for up to 16 credit points subject to the approval of the Masters Courses Committee.)

Core: Unit 3944 Research Methods G: 4 credit points.

Unit 3890 (or 3891 (full)) Administration Thesis M: 28 credit points.

The choice of preliminary units will be approved for individual students by the course convener to ensure that they are adequately prepared in administration- related disciplines. Details of these units and the compulsory unit 3944 Research Methods G are provided in the MPA entry of this section of this Handbook and in the unit descriptions.

The unit 3890 (or 3891 (full)) Administration Thesis M requires completion under supervision of a substantial thesis of about 50,000 words in length. The thesis will be based on an investigation into an approved administration topic. The credit point allocation indicates that we expect the thesis work to take a minimum of two to three semesters.

Intending students should note that there may be some variation to the course requirements shown above. Further information is available from the course convener.

Course Advice:

Students are encouraged to seek the advice of the course convener in the selection of preliminary units.

Course Convener:

Dr Alan Jarman 6C23, (06) 201 2722

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Degree of Master of Business Administration (118)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Status:
- Course Advice:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
- Typical Parttime Course Structure
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2
    - *Masters Electives

The Master of Business Administration (MBA) course is based on coursework, is practically- oriented and is presented in a range of teaching formats covering lectures, tutorials, seminars and case studies.

The objectives of the course are:

· to provide for graduates a professional masters degree level course in business administration;

· to equip graduates with a theoretical and practical education in business administration which will be relevant to both private and public sector employment;

· to meet the needs of full and part- time graduate students from Australia and the Asia- Pacific region who wish to pursue professional graduate studies in management.

Our philosophy of teaching at the masters degree level is to develop the basic intellectual and technical capacities needed to be effective top level managers. Students acquire a repertoire of knowledge, attitudes and practical skills in areas such as economics, accounting, finance, marketing, human resource management, business law and labour relations, which enables them to identify and evaluate alternatives and to make and implement business decisions.

Course Duration:

2 years full- time or 3 years part- time

Admission Requirements:

Applicants must have a degree or an award that, in the opinion of the University's Academic Board, is the equivalent of a degree conferred by a tertiary institution recognised by the Board. In addition to holding a degree or an equivalent award, candidates should also have not less than two years full- time or equivalent part- time relevant work experience prior to admission. There is no GMAT requirement.

Course Requirements:

Students must obtain 48 credit points to complete the course. The academic program for students will be determined jointly by the University and the student and will be tailored to the interests and academic background of the student.

In the first full- time year students are required to complete:

24 credit points obtained from six required graduate level units.

In the second full- time year the program requires:

24 credit points obtained from: two required Masters level units; and four units selected from a range of elective Masters level units or two units and a dissertation equivalent in value to two semester units. Students may participate in the Australian Capital Territory Enterprise Workshop Program as an alternative to preparing a dissertation.

Status:

The Faculty will consider granting credit for equivalent MBA units from incompleted courses at other tertiary education institutions.

In the case of units which have been completed in undergraduate courses, Faculty policy is to recognise those which cover areas similar to MBA units but to require that students substitute other units in their MBA so that it will always be the case that 48 credit points are needed to complete the course.

Course Advice:

Students are encouraged to seek course advice from the course convener in the selection of electives.

Course Convener:

Mr James Hanratty 6C11 (06) 201 2175

Typical Fulltime Course Structure:

Master of Business Administration

YEAR 1

Semester 1

4220 Accounting MBA

2817 Organisational Behaviour G

0608 Quantitative Methods G

Semester 2

4221 Business Finance MBA

3948 Law of Business Decisions M

3969 Microeconomics MBA G

YEAR 2

Semester 1

3908 Business Ethics M

Masters Elective 1*

Masters Elective 2*

Semester 2

3505 Strategic Management M

Masters Elective 3*

Masters Elective 4*

Typical Parttime Course Structure

Master of Business Administration

YEAR 1

Semester 1

4220 Accounting MBA

0608 Quantitative Methods G

Semester 2

3948 Law of Business Decisions M

3969 Microeconomics MBA G

YEAR 2

Semester 1

2817 Organisational Behaviour G

Masters Elective 1*

Semester 2

4221 Business Finance MBA

Masters Elective 2*

YEAR 3

Semester 1

3908 Business Ethics M

Masters Elective 3*

Semester 2

4223 Strategic Management M

Masters Elective 4*

**Masters Electives*

4222 Accounting for Planning and Control (MBA)

3894 Administrative Law G

3901 Advanced Corporation Law M

3897 Advanced Taxation PG1

4227 Business Dissertation M

3876 Commercial Law M1

3877 Commercial Law M2

3878 Commercial Law M3

3508 Computer Models for Business Decisions M

3444 Construction Economics (MBA)

3445 Construction Management (MBA)

3868 Corporate Governance M

3887 Corporate Planning Techniques M

3931 Human Resource Management M

3935 Industrial Relations M

3937 International Finance MBA

3939 International Marketing G

3941 International Trade Law M

4224 Portfolio Theory and Investment Analysis M

3934 Restrictive Trade Practices Law M

3920 Securities Regulation M

4161 Value Management MBA

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Degree of Master of Commerce in Accounting (276)

This course was available only in 1993 and 1994, to provide a conceptually based and vocationally- relevant education in accounting. For course details refer to the 1994 Handbook. The course has now been replaced with the degree of Master of Professional Accountancy.

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Degree of Master of Corporate Law (255)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Conveners:

The course seeks to provide a research- based masters degree in the broad area of corporate law. The degree is available with honours.

Course Duration:

The duration of the course will usually be 24 months of full- time study or 48 months of part- time study, where a person holds a three-year bachelor degree. Where a person holds a four- year degree in Law or a Graduate Diploma in Legal Studies (or its equivalent), the degree can be completed in one year of full- time study or in two years of part- time study. In these cases, advanced standing may be granted for up to six graduate level units. Extensions of the period of candidature may be available in some cases. In addition, it may be possible to obtain an "intermission" or leave of absence.

Admission Requirements:

Admission to the course is open to graduates in any area. The undergraduate degree, or such other equivalent qualification, must have been completed at the credit average standard or above.

Course Requirements:

Candidates for the award with honours are required to satisfactorily complete a thesis (48 credit points) of about 60,000 words. For the pass option, the degree is completed by a dissertation (32 credit points) and appropriate Masters level coursework or equivalent (16 credit points). A maximum of six such Masters (M) level units in law may be taken. Where six units are taken, the length of the dissertation will be reduced accordingly.

Intending students should note that there may be some variation to these course requirements. Further information is available from the course convener.

Course Conveners:

Professor Roman Tomasic 6C29 (06) 201 2336 or Dr Tony Deklin 6C6 (06) 201 2688.

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Degree of Master of Laws (303)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Course Conveners:
- Course Structures:

The course seeks to provide a coursework- based masters degree in law.

Course Duration:

The duration of the course will usually be 24 months of full- time study or 48 months of part- time study, where a person holds a three-year bachelor degree. Where a person holds a four- year degree in Law or a Graduate Diploma in Legal Studies (or its equivalent), the degree can be completed in one year of full- time study or two years of part- time study. Extensions of the period of candidature may be available in some cases. In addition, it may be possible to obtain an "intermission" or leave of absence.

Admission Requirements:

Admission to the course is open to graduates or the holders of equivalent qualifications. The undergraduate degree, or such other equivalent qualification, will usually have been completed at the credit average standard or above. Applicants for the course may be admitted to the program provided that they have completed their undergraduate course, or equivalent, at the credit average standard or above. Bachelor of Laws or Graduate Diploma of Legal Studies graduates may be granted advanced standing for up to six graduate (G) level units (or up to 24 credit points).

Course Requirements:

Candidates for the award must obtain 48 credit points of which at least 24 credit points must be from approved graduate level units and up to 24 credit points from masters level units as follows:

(i) Up to 24 credit points from the following Graduate level units:

3894 Administrative Law G

3898 Advanced Administrative Law G

3900 Advanced Corporation Law G

3896 Advanced Revenue Law G

3909 Civil Rights G

3913 Concepts and Elements of Law G

3912 Constitutional Law G

2618 Employment Discrimination and the Law G

3928 Family Law G

3936 Injury and Safety Law G

3940 International Trade Law G

3946 Labour Law G

3949 Law of Business Transactions G

3950 law of Communications G

3870 Law G1 : Introduction to Law

3871 Law G2 : Contract

3872 Law G3 : Business Transactions

3873 Law G4 : Corporations

3874 Law G5 : Taxation

3875 Law G6 : Administrative Law

3955 Legislative Processes G

3973 Planning and Environmental Law G

3976 Property Law G

3914 Trade Practices Law G

(ii) At least 16 credit points from one or more of the following masters units:

3899 Advanced Administrative Law M

3901 Advanced Corporation Law M

3904 Advanced Taxation Law m

3908 Business Ethics M

3877 Commercial Law M2

3878 Commercial Law M3

3867 Corporate Crime M

3868 Corporate Governance M

3919 Criminology M

3941 International Trade Law M

3948 Law of Business Decisions M

3934 Restrictive Trade Practices M

3920 Securities Regulation M

(iii) Master of Laws Dissertation. An 8 credit point dissertation unit in an approved area.

Course Conveners:

Professor Roman Tomasic 6C29 (06) 201 2336 or Dr Tony Deklin 6C6 (06) 201 2688.

Course Structures:

Details are available from the course convener.

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Degree of Master of Legal Studies (256)

This course is not available to newly enrolling students. For course details refer to the 1994 Handbook. Prospective students wishing to undertake a Masters degree course in law should refer to the requirements for the Master of Laws (course no. 303).

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Degree of Master of Professional Accountancy (311)

- Course Duration:
- Admission Requirements:
- Advanced Standing and Exemptions:
- Course Requirements:
  - Required Units:
  - Elective Units:
  - Approved Electives
- Course Convener:

The objectives of the course are:

· to provide graduate students with an education designed to expand their vocational skills and to equip them for employment as accountants in commerce, government, industry and public practice;

· to provide graduates with the educational preparation required for entry to the professional accounting bodies;

· to provide an educational base which will facilitate career transition from a range of undergraduate specialisations to accounting and management, and

· to develop in graduate students a professional conscience so that they will accept responsibility for contributions to the solution of current and emerging problems in accounting.

Course Duration:

2 years full-time, 4 years part-time.

Admission Requirements:

The course is open to those who hold a bachelor degree, or its equivalent, in a discipline other than Accounting, from a recognised tertiary institution. All students who complete the Graduate Diploma in Accountancy will be eligible for admission to the masters course.

Advanced Standing and Exemptions:

Where a student has already undertaken an equivalent unit (or other approved body of study) to any of the compulsory units they should undertake such other relevant masters level units as recommended by the Course Convener. This provision would apply particularly to a graduate in economics or some other business major who may have studied two years of accountancy and finance at undergraduate level. Such a student may be exempted from Accounting M1 and M2 together with Finance M1; however, they must complete additional units from the approved group of electives so that the total number of units completed at graduate level remains at twelve.

Students who transfer from a partially completed equivalent graduate conversion program offered at another University (either at masters or graduate diploma level) are eligible to apply for advanced standing on the basis of their previous study. Normally such advanced standing will be available for a maximum of five units. No advanced standing will be granted for the unit Accounting/Finance Project M.

Course Requirements:

Through appropriate choice of electives, the course can satisfy the academic requirements of the two professional accounting bodies.

Required Units:

3879 Accounting M1

3880 Accounting M2

3881 Accounting M3

3882 Accounting M4

3883 Accounting M5

3885 Finance M1

3886 Accounting/Finance Project M

3876 Commercial Law M1

3877 Commercial Law M2

Elective Units:

3878 Commercial Law M3, and

Elective M1 (from economics, quantitative methods or another approved subject unit.) and

Elective M2 (from economics, quantitative methods or another approved subject unit) depending on student background.

(48 credit points from 12 units)

Approved Electives

4222 Accounting for Planning and Control MBA

3878 Commercial Law M3

3960 Management and Organisational Analysis G

3984 Management Information Systems G

3924 Economics for Managers G

4224 Portfolio Theory and Investment Analysis M

3889 Quantitative Methods G

0553 Programming Techniques G1

4223 Strategic Management M

Course Convener:

Professor Brian Andrew 6C16 (06) 201 2715

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Degree of Master of Public Administration (133)

- Course Duration:
- Admission Requirements:
- Course Requirements:
- Status:
- Specialisations:
- Course Convener:
- Typical Fulltime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
- Typical Parttime Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2
  - YEAR 3
    - Semester 1
    - Semester 2

The Master of Public Administration (MPA) course is based on coursework and is delivered by Faculty staff members supplemented where necessary by visiting lecturers. The course is presented in a combination of lectures and seminars.

Our philosophy of teaching at the masters degree level is to develop the basic intellectual and technical capacities needed to be effective top level managers and executives. Students will acquire a repertoire of knowledge, attitudes and practical skills in areas such as economics, financial management, human resource management, public administration, policy analysis, politics, organisational analysis and industrial relations.

The aim of the course is to provide graduates with knowledge and skills in the major areas of public management. They learn about diverse organisational and policy problems and processes which are applicable to the increasingly complex managerial and political context in which they operate. They confront contemporary issues in managing the public sector, and are expected to be able to interpret and adapt course material to their work- place situations.

The Master of Public Administration course is designed for three types of students:

. Persons already employed by the ACT, State and Commonwealth governments who wish to advance to more senior levels within their services. Managers will be able to develop their capacities while being exposed to broader questions and processes. For policy analysts the course offers both public policy and managerial contexts.

. Persons outside government who are seeking either to enter the public sector or to acquire a fuller understanding of public management and policy.

. Persons from other countries seeking a degree which concentrates on the development of management skills with a focus on comparative and international experience.

A key feature of the course is the wide range of options provided for persons seeking a specialisation.

Course Duration:

2 years full- time or 3 years part- time

Admission Requirements:

Applicants must have a degree or an award that, in the opinion of the University Academic Board, is the equivalent of a degree conferred by a tertiary institution recognised by the Board. In addition to holding a degree or an equivalent award, candidates should also have not less than two years of relevant work experience prior to admission.

Course Requirements:

Students must obtain 48 credit points, over the duration of the course.

In the first full- time (or equivalent part- time) year students are required to complete:

24 credit points obtained from six graduate level units, including three required units. The other units will be chosen in consultation with the Faculty and will be tailored to the interests and academic background of the student.

In the second full- time (or equivalent part- time) year the program requires:

24 credit points obtained from one required masters level unit and either four units selected from a range of elective masters level units, plus a research essay equivalent in value to one semester unit; or three elective masters level units and a dissertation equivalent in value to two semester units.

Status:

The Faculty will consider granting status for equivalent MPA units from courses at other tertiary institutions.

Specialisations:

Specific groups of elective units may be organised into specialisations; examples are given below.

Course Convener:

Associate Professor John Halligan 6D1 (06) 201 2725

Typical Fulltime Course Structure:

Master of Public Administration

YEAR 1

Semester 1

3960 Management and Organisational Analysis G

Graduate Elective 1

Graduate Elective 2

Semester 2

Public Administration G

Introduction to Planning and Policy G

Graduate Elective 3

YEAR 2

Semester 1

3981 Public Sector Management M

Masters Elective 1

Masters Elective 2

Semester 2

Masters Elective 3

4210 Administration Research Essay M

and Masters Elective 4 or

4209 Administrative Dissertation M

Typical Parttime Course Structure:

Master of Public Administration

YEAR 1

Semester 1

3960 Management and Organisational Analysis G

Graduate Elective 1

Semester 2

Public Administration G

Introduction to Planning and Policy G

YEAR 2

Semester 1

Graduate Elective 1

Graduate Elective 2

Semester 2

Masters Elective 1

Masters Elective 2

YEAR 3

Semester 1

3981 Public Sector Management M

Masters Elective 3

Semester 2

4210 Administrative Research Essay M and

Masters Elective 4 or

4209 Administrative Dissertation M

Specific groups of elective units may be organised into specialisation. The following illustrates some of the possibilities.

Development Administration

3922 Development Economics G

3923 Development Management G

3924 Economics for Managers G

3921 Development Administration M

3970 Organisation Design M

3978 Public Enterprise M

Government

3907 Australian Political Systems G

3924 Economics for Managers G

3947 Law in Administration G

3977 Public Administration G

3970 Organisation Design M

3980 Public Policy Analysis M

Human Resource Management

3925 Elements of Human Rsource Managment G

3932 Industrial Relations G

3971 Organisational Behaviour G

3931 Human Resource Management M

3972 Organisational Culture M

Management

3924 Economics for Managers G

3929 Financial Management G

3960 Management and Organisational Anlysis G

3931 Human Resource Management M

3970 Organisation Design M

Public Policy

3907 Australian Political Systems G

3924 Economics for Managers G

3942 Introduction to Planning and Policy G

3930 Financial Management in Government M

3974 Policy/Program Evaluation M

3980 Public Policy Analysis M

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Degree of Master of Taxation (297)

- Course Duration:
- Admission Requirements:
- Course Structure:
- Course Convener:
- Typical Full-time Course Structure:
  - YEAR 1
    - Semester 1
    - Semester 2
  - YEAR 2
    - Semester 1
    - Semester 2

A full-fee paying course of 2 years full-time or equivalent part-time duration for holders of a three year bachelor degree. For those who hold a four-year degree or graduate Diploma in Taxation or equivalent, advanced standing in the course of one year may be granted. The course is expected to commence in 1995, subject to accreditation.

The course provides a professionally oriented specialised masters level course in taxation law and practice. The course seeks to equip students with advanced skills in the areas of public policy and taxation law and provide them with insights into tax law policy and comparative taxation administration.

Course Duration:

2 years full-time; maximum period study 8 years.

Admission Requirements:

Applicants seeking admission to the course will normally be expected to have completed an appropriate 3 year degree or equivalent from a university.

Course Structure:

The course requires students to undertake at least 10 taxation units and a two-unit dissertation unit. For holders of four year degrees or equivalents, advance standing may be granted.

Elective units can be chosen from up to five elective units available in the Faculty at the present time.

Course Convener:

Mr Michael Dirkis 6C7 (06) 201 2636.

Typical Full-time Course Structure:

Master of Taxation

YEAR 1

Semester 1

tba Basic Taxation G

tba Coporate and Other Entities M

tba Principles of International Taxation M

Semester 2

tba Advanced Revenue Law M

tba Professional Tax Practice and Ethics M

tba Taxation Administration M

YEAR 2

Semester 1

tba Federal Indirect Taxation M

tba International Business Taxation M

tba Taxation Dissertation M (2 unit seminar)

Semester 2

tba Law of the Income Base M

tba State Indirect Taxes M

tba Taxation Dissertation M (cont'd)

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Degree of Doctor of Philosophy (244)

The Faculty offers PhD program in the fields of corporate law and public sector management.

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Corporate Law Specialisation

- Course Duration:
- Admission Requirements:
- Course Structure:
- Course Convener:

The doctoral program in law has a particular focus upon corporate law and related professional problems. Candidates for the degree are required to undertake an original and sustained piece of research which contributes to a particular field of legal knowledge in this broad area.

Course Duration:

Candidature may be undertaken on a full- time or on a part- time basis. The minimum duration of the course is three years of full- time study, or equivalent. The maximum duration of the course is five years of full-time study. The course may be completed in two years subject to the granting of status.

Admission Requirements:

Admission to candidature may be granted to students holding a bachelor degree with upper second class or first class honours, a masters degree or equivalent qualifications. The course convener should be consulted in regard to candidates who do not meet these criteria. Before a candidate will be admitted into the program by the University Higher Degrees and Scholarships Committee, she or he must satisfy the Faculty that it is able to supervise the candidate's proposed thesis and that the candidate has sufficient prior research experience to allow her/him to complete the thesis. Candidates who have been admitted into the program will be required to deliver a work- in- progress seminar during the first year of their candidature before this candidature is confirmed.

Course Structure:

There is no coursework component. Students will be required to write a thesis of about 100,000 words. Where the Faculty believes that a student would benefit from undertaking a course in research methods, it may recommend that such a course be made a condition of candidature, in addition to the thesis requirement. Students enrol in the unit 4098 Doctoral Thesis in Corporate Law D (full-time) or 4099 Doctoral Thesis in Corporate Law D (part-time).

Academic and Research Structures: Staff in the School of Law are especially interested in the supervision of topics and the area of corporate law having a law reform, legal theory or legal public policy dimension. Some limited research support is available to candidates from the Centre for National Corporate Law Research, located within the Faculty. Some of the nation's major legal research collections are to be found in Canberra. These include the resources of the National Library and other more specialist Departmental, Judicial and institutional law libraries distributed around Canberra and accessible through the University of Canberra Library. The University Library is committed to providing on- line access to other libraries and databases for research purposes.

Course Convener:

Professor Roman Tomasic 6C29 (06) 201 2336 or Dr Tony Deklin 6C6 (06) 201 2688.

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Public Sector Management Specialisation

- Course Duration:
- Admission Requirements:
- Course Structure:
- Course Conveners:

This program is designed to promote original research at the doctoral level in the field of public sector management. Doctoral candidates are expected to make a significant contribution to knowledge or understanding and/or the application of knowledge within the field of public sector management.

Course Duration:

The minimum period for completion of the degree will usually be three years of full- time study or its part- time equivalent. Maximum period of candidature is 8 years.

Admission Requirements:

Admission to candidature may be granted to students holding a bachelor's degree with upper second or first class honours, a master's degree or equivalent qualifications. Applicants must be able to provide evidence of research experience, which may be shown by reference to prior studies, the completion of a higher degree involving research, publications, and/or other relevant evidence.

Course Structure:

There is no compulsory coursework component for the doctoral degree although students may be required or recommended to take or monitor certain taught graduate or masters level units if these are appropriate. Students enrol in the unit 4106 Doctoral Thesis in Public Sector Management D (full-time) or 4107 Doctoral Thesis in Public Sector Management D (part-time).

The doctoral degree is awarded entirely on the basis of the doctoral thesis. Current candidates are researching Australian- focused topics which include defence procurement, the development of professional managers, organisational development in mega-departments and local government reform. The School of Administrative Studies and the Centre for Research in Public Sector Management also have strong interests in comparative and development administration, and one doctoral candidate is currently researching urbanisation and housing policy in Tanzania.

Course Conveners:

Associate Professor Mark Turner 6D9 (06) 201 2735, and Associate Professor John Halligan 6D1 201 2725

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Single Electives/Service Units

The following units are available to students in a number of courses as single electives, to develop their basic skills in certain areas.

Details of contact hours and syllabuses are available in the Description of Units section. Students should also refer to the Unit Availability List in this Handbook.

Further details are available from the Executive Officer/Assistant of the Faculty administering the unit/s.

Unit No.	Unit	Faculty
1720	Accounting 1A	Management
1097	Art A*	Education
2440	Archaeology of Hunters and Gatherers	Applied Science
0673	Australian Politics 1	Management
1801	Australia's Trading World (short)	Applied Science
1444	Basic Information Systems	Inf Sc & Eng
0715	Basic Sociology	Management
3539	Business Statistics	Inf Sc & Eng
1516	Chemistry 1A	Applied Science
4188	Chinese for Business	Communication
0368	Commercial Law 1	Management
3762	Communication Interface 1	Communication
3592	Communication Interface 2	Communication
0758	Communication in Science	Applied Science
0005	Computers and Computing	Inf Sc & Eng
0028	Concepts and Elements of Law	Management
2972	Concepts in Applied Anthropology	Applied Science
0483	Concepts in Biology	Applied Science
3057	Construction Technology 1	Env Design
0123	Contemporary Aboriginal Studies	Education
4168	Design Communication and Culture	Env Design
3448	Design Studies 1.1	Env Design
4156	Design Studies 1.2	Env Design
3451	Design Science	Env Design
1667	Discrete Mathematics A	Inf Sc & Eng
3519	Economics 1A	Management
4152	Ergonomics	Env Design
0880	Functional Anatomy	Applied Science
3625	Furniture Design	Env Design
0482	General Physics	Inf Sc & Eng
4163	Graphic Design Studies 1.1	Env Design
4164	Graphic Design Techniques and Technology 1.1	Env Design
0007	Health Education Studies 1	Education
1100	Health, Lifestyle and Education	Education
2650	History of Environmental Design	Env Design
3754	Hospitality Operations	Communication
3071	Human Physiology and Anatomy 1	Applied Science
0427	Introduction to Applied Geography	Applied Science
4152	Industrial Design Metals Technology	Env Design
0025	Introduction to Environmental Design 1.1	Env Design
1519	Introduction to Exercise Science	Applied Science
4207	Introduction to Management	Management
3380	Japanese for Tourism	Communication
3626	Landscape Analysis and Site Appraisal 1.1	Env Design
2571	Language, Culture and Society	Communication
0952	Law of Communications	Management
3385	Research Skills	Communication
0034	Macroeconomics 1	Management
3249	Marketing Law	Management
3605	Mathematical Methods 1A	Inf Sc & Eng
0020	Microeconomics	Management
0647	Music A*	Education
3609	Organisational Behaviour	Management
3603	Physical Principles	Inf Sc & Eng
0623	Plants and Animals	Applied Science
3472	Psychology 1	Applied Science
3479	Science, Environment and Society	Applied Science
1057	Social Geography (short)	Applied Science
0953	Social Research Methods	Management
4184	Technical Writing	Communication
3296	Tourism Computer-Based Systems	Communication
1796	Urban Geography (short)	Applied Science
3006	World Resources	Applied Science
1154	Writing 1 English Expression	Communication
3710	Writing 1 (ESL) (year-long)	Communication

* These units are compulsory units for students enrolled in the Bachelor of Education (Early Childhood and Primary) courses. Preference will be given to these students for places in these units.

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Elective Majors for undergraduate courses

A number of undergraduate courses of the University offer elective majors of units to students. An elective major can often be undertaken in a faculty other than the faculty administering a student's course.

Below are examples of some possible six- unit elective majors to be taken by students. Other combinations may be designed to suit the needs of particular courses.

Students should note that some units, particularly at the 5/6 level, have extensive prerequisite requirements that it may not be possible to satisfy within an elective sequence of only six units.

It is the responsibility of the student to determine the requirements of an elective major in his/her particular degree course of studies.

Students are strongly advised to obtain course advice from their course convener before selecting an elective major. Note that only students enrolled in courses in the Faculty of Education may take curriculum, teaching units, or professional units offered by that Faculty.

- Accounting
- Administration
- Advertising/Marketing
- Applied Geography
- Applied Linguistics
- Applied Physics
- Applied Psychology
- Biology and the Environment
- Chinese
- Communication
- Computing
- Construction Management and Economics
- Construction Technology
- Cultural and Aboriginal Studies
- Cultural and Heritage Studies
- Design (Three Dimensional)
- Design History
- Economics
- Electronics
- Environmental and Analytical Chemistry
- Geology/Earth Science
- Health Education Studies
- History
- Human Biology
- Human Nutrition
- Human Resource Development/Adult Education
- Human Resource Management/Industrial Relations
- Information and Records Management
- Japanese
- Journalism
- Landscape Architecture
- Law
- Library and Information Studies
- Literary Studies
- Marketing
- Mathematical Studies
- Media
- Medical Laboratory Science
- Nutritional Science
- Office Management
- Organisational Communication
- Planning and Environmental Law
- Politics
- Product Design and Development
- Professional Writing
- Public Relations
- Remote Sensing
- Sociology
- Soils
- Spanish
- Sports Administration
- Sports Media
- Sports Science/Coaching
- Statistics
- Theatre
- Tourism
- Visual Communication
- Women's Studies

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