1999 Handbook

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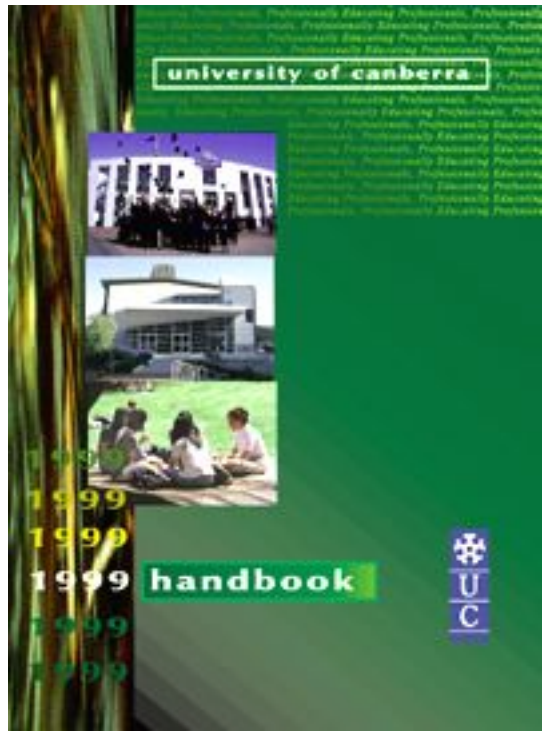

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- Degree of Bachelor of Applied Economics/Degree of Bachelor of Management (419AA)
- Degree of Bachelor of Applied Economics/Degree of Bachelor of Social Sciences (420AA)
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- Degree of Bachelor of Business Administration/Degree of Bachelor of Commerce in Accounting (452AA)
- Degree of Bachelor of Business Administration/Degree of Bachelor of Commerce in Banking and Finance (451AA)
- Degree of Bachelor of Business Administration/Degree of Bachelor of Laws (443AA)
- Degree of Bachelor of Business Administration/Degree of Bachelor of Management (453AA)
- Degree of Bachelor of Commerce in Accounting/Degree of Bachelor of Laws (414AA)
- Degree of Bachelor of Commerce in Banking and Finance/Degree of Bachelor of Laws (415AA)
- Degree of Bachelor of Management/Degree of Bachelor of Laws (412AA)
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- Graduate Certificate in Business Administration (461AA)
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- Graduate Certificate in Marketing (460AA)
- Graduate Certificate in Regional and Local Government Management (347AA)
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- Graduate Diploma in Applied Economics (090AA)
- Graduate Diploma in Business Administration (462AA)
- Graduate Diploma in Employment Relations (328AA)
- Graduate Diploma in International Business (354AA)
- Graduate Diploma in Legal Studies (018AA)
- Graduate Diploma in Management Sciences (346AA)
- Graduate Diploma in Marketing (279AA)
- Graduate Diploma in Professional Accountancy (450AA)
- Degree of Master of Arts in Administration (by research) (049AA)
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- Degree of Master of Employment Relations (by coursework) (326AA)
- Degree of Master of Human Resource Management (by coursework) (448AA)
- Degree of Master of International Business (by coursework) (353AA)
- Degree of Master of International Finance (by coursework) (459AA)
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Handbook Subject Search

The following form allows you to search the Handbook for Subject information.

Enter your search query in the field below, then select Start Search. You may search by name or the 6 digit Subject Number.

567

Retrieval match limit 50

Start Search

Last Updated:

Latest UC Handbook

Search for: Search

0 Maximum mis-spellings

50 Maximum files to return

30 Maximum matches per file

Maximum days since modified

Case sensitive

Partial matches

Include links to lines

Last Updated:

Principal dates for 1999

Semester 1

22 - 26 February Orientation/Registration Week

01 - 05 March Week 1

08 - 12 March Week 2

16 - 19 March Week 3

22 - 26 March Week 4

29 March - 01 April Week 5

06 - 09 April Week 6

12-16 April Week 7

19- 30 April Class free period

03 - 07 May Week 10

10 - 14 May Week 11

17 - 21 May Week 12

24 - 28 May Week 13

31 May - 04 June Week 14

07 - 11 June Week 15

16 June - 03 July Examination Period

Semester 2

12 - 16 July Registration Week

19 - 23 July Week 1

26 - 30 July Week 2

02 - 06 August Week 3

09 - 13 August Week 4

16 - 20 August Week 5

23 - 27 August Week 6

30 August - 03 September Week 7

06 - 10 September Week 8

13 - 17 September Week 9

20 September - 04 October Class free period

05 - 08 October Week 12

11 - 15 October Week 13

18 - 22 October Week 14

25 - 29 October Week 15

04 - 21 November Examination Period

Dates to Note:

03 February Commencement Day

15 March Canberra Day Public Holiday

02 April Good Friday

05 April Easter Monday

26 April Anzac Day Public Holiday

01 June Closing date for applications for Semester 2

14 June Queen's Birthday Public Holiday

17 July Examination Results released

20 August Conferring of degrees ceremonies

01 October Closing date for applications for 2000

04 October Labour Day Public Holiday

29 October Stone Day (Foundation Day) (no classes)

04 December Examinations Results released

16 & 17 December Conferring of degrees ceremonies

UNIVERSITY OF CANBERRA

Postal address: University of Canberra ACT 2601

Australia

Telephone: (02) 6201 5111

Facsimile: (02) 6201 5999

URL: http://www.canberra.edu.au/

Student Administration Enquiries Desk

Telephone: (02) 6201 2225

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Information in this publication is prepared as at 30 September 1998 and is subject to amendment without notice by the University.

Staff, students and visitors are reminded that the University maintains a smoke-free environment in buildings, residences and vehicles.

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How to use this Handbook

- Future Students
- New and Currently-Enrolled Students
- Staff Members
- Course Developments

This Handbook has been divided into a number of sections to ensure that information is easily accessible.

Advice for prospective students, new and currently enrolled students and staff members follows. All users are directed to the Principal Dates listed on the inside front cover.

Future Students

Prospective students interested in information concerning courses available at the University of Canberra should refer, in order, to the following sections.

Please also visit the Future Students website for more information.

University. Course Enrolment Offered in 1999 lists the courses offered by the University of Canberra in that year, with the name of the Faculty responsible for administering each course and a page reference. This section also provides information on the organisation, senior staff and research activities of the University, and bursaries, scholarships and prizes. Information on services available to students such as accommodation, health, counselling and study skills assistance and on-campus facilities are included in this section.

Faculties. Having noted the name of the Faculty responsible for administering courses of study in which they are interested, and the relevant page references, prospective students can refer to the Faculty entry to gather detailed information on the academic requirements for courses of study. Course charts listing the subjects undertaken in "typical" full-time study patterns are provided for most courses of study.

Description of Subjects. This section provides prospective students with information on individual subjects, prerequisites (if any), course contact hours, credit point value, syllabus and learning outcomes, in an alphabetical listing.

Electives. This section is divided into Approved Majors, Approved Minors and General Education subjects. Information will be given in the academic requirements for courses of study on the selection of approved majors and minors for inclusion in a particular course.

Approved Majors and Approved Minors. Most courses require students to undertake an approved major or an approved minor of their choice, within a particular field of study as part of the academic requirements of a course. An approved major is a set of sequential or related subjects with a total value of 22 credit points. Approved minors have a total value of either 14 credit points or 11 credit points. They are listed, in alphabetical order, in the Electives section, along with the name of the administering School and Faculty. It is strongly recommended that students seek the advice of their course convener in the early stages of their studies on the appropriateness to their course of their chosen approved major or minor, if it is not selected from a specified group.

General Education subjects have a value of 3 credit points or 4 credit points, and the course requirements will specify from which list a choice is to be made.

Subject Availability Section. Students should be aware that not all subjects are offered every semester and that they need to take account of availability when planning a study program.

Information for Students. Students need to read this section carefully. The section provides valuable information on topics such as admission and enrolment procedures, definition of University terms, academic progress requirements, credit transfer, and fees and charges.

New students will also find useful the campus map on the inside back cover of the Handbook.

New and Currently-Enrolled Students

New students and students currently enrolled in a course of study at the University of Canberra should use this Handbook to

* familiarise themselves with the academic requirements of the course in which they are enrolled by referring to the course entry in the section of the Faculty responsible for administering their course;

* refer to the "typical" study program of the course in which they are enrolled - again by referring to the entry of the Faculty administering the course;

* investigate approved majors and approved minors available to them, as well as general education subjects, by referring to the Electives section;

* gain an idea of the content of particular subjects by referring to the alphabetical listing of all subjects in the Description of Subjects section;

* check the availability of the subjects in which they wish to enrol in the Subject Availability section remembering that not all subjects are offered each semester;

* refer to the Information for Students section for information on procedures for enrolment and re-enrolment, academic progress requirements, payment of fees and charges;

* refer to the University section for information on the organisation, senior staff and activities of the University; bursaries, scholarships and prizes; and services available to students such as accommodation, health, counselling and study skills, and on-campus facilities.

The University may make changes to its programs from time to time, and will endeavour to minimise the impact of such changes on currently enrolled students.

Staff Members

Members of the staff of the University of Canberra and other universities will find the Handbook useful in providing information on

* courses of study presently available at the University (refer to the list of courses offered in 1999 in the University section and to individual faculty entries);

* course conveners: where possible, the name, location and telephone number of staff responsible for particular areas of study have been listed in the faculty sections;

* other staff members (refer to the University section); and

* administrative sections (areas of responsibility and telephone numbers are also given) (see the University section).

Course Developments

The University introduced its new academic program for undergraduate courses in 1998. Undergraduate students enrolled before 1998 were advised of the implications of changes (if any) to their study programs, and of any necessary transitional arrangements. If students are in doubt about the academic requirements for completing their course, they should seek further advice from their course adviser or the course convener on which subjects they need to take to complete their course.

The University

Information for Students

Faculty of Applied Science

Faculty of Communication

Faculty of Education

Faculty of Environmental Design

Faculty of Information Sciences and Engineering

Faculty of Management

Electives (Approved Majors and Minors,

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Preface

- Aims
- Objectives
- History
- Campus
- Extension Studies
- Equity Programs
- Bequests

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.

Objectives

* To provide undergraduate, postgraduate and continuing education programs which are intellectually stimulating and appropriate to the professions.

* To create, advance and disseminate knowledge and enquiry in ways which are closely linked with and enrich the University's professional focus and that strengthen the knowledge and intellectual base of the professions.

* To continue to enhance the quality of the University's intellectual, cultural and physical environment, and ensure that its strengths are vigorously promoted and marketed.

* To ensure that the University's academic programs, infrastructure and facilities provide for flexible learning practices which focus on student needs and ensure the wide availability of the University's professional education.

* To provide intellectual leadership and service to the professions, industry, governments and to the wider society, particularly the ACT and local region.

* To provide a complete intellectual resource, from training for admissions to the professions, to continuing education within the professions, and research for the professions to enable them to serve the society from which they are drawn.

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 *University of Canberra Act 1989* came into effect on 1 January 1990 replacing the earlier 1967 Act. On 1 December 1997 jurisdiction for the University was passed to the Australian Capital Territory. 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 9010 students with around 17.5 per cent enrolled in postgraduate courses. Part-time students account for about 34 per cent of the student body. At present about 57 per cent of the student population is aged under 25 years, and 56 per cent of the enrolments are women.

Courses are administered by 17 Schools, which are organised within Faculties.

Residential accommodation on campus caters for about 1050 students, while some off-campus accommodation for students is available nearby. College House, a separate building accommodating 28 persons in en suite rooms, is available for visiting academic staff and for use by short course participants.

Extension Studies

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

In cooperation with the Australian Agency for International Development (ACED) and the Overseas Student Office of the Commonwealth Department of Education, Training and Youth Affairs, the University enrols a number of international students each year. Most University courses have been approved for offering on a full-fee paying basis to international students.

Professional Development Australia (PDA) has been established by Vice-Chancellor to coordinate the University's commercial training, research and consultancy activities.

Enquiries to the Director of the Research Office, telephone (02) 6201 2605.

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; study skills assistance for students from non-English speaking backgrounds; Access Scheme for educationally disadvantaged school leavers; alternative admission schemes for adults; Equity Exemption Awards for postgraduate courses and Access Scholarships for undergraduates in financial need.

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

Bequests

Bequests to the University can be made by intending benefactors in the following terms:

I give to the University of Canberra, the sum of .....which I direct to be paid free of all duties thereon to the Vice-Chancellor of the University of Canberra and direct that it be applied for the purposes of the University in such manner as the Council of the University may determine.

If intending benefactors have in mind special conditions or requests, these may be attached as a rider to the form. To avoid hampering the `real intent' of any such gift it is desirable that any special conditions or requests be expressed in general terms.

Where the bequest is in the form of shares or inscribed stock, provision should be made to permit the University access to a wide range of securities. Bequests to the University are exempt from the payment of both Commonwealth Government and State estate duties.

University of Canberra - Academic Program for 1999

Newly enrolling students may be admitted to the following courses, undertaking specialisations where listed, which lead to awards as indicated. All graduate and postgraduate courses are available on a fee paying basis except where indicated.

Course/ Specialisation	Course/Stream Code	Award Abbreviation

ADVANCED DIPLOMA COURSE

Course/ Specialisation	Course/Stream Code	Award Abbreviation
Business - Customs¶		
	456AA	AdvancedDip Bus

BACHELOR DEGREE COURSES

Course/ Specialisation	Course/Stream Code	Award Abbreviation
Accounting	345AA	BCom Acc
Applied Economics	278AA	B AppEc
Applied Psychology	364AA	B AppPsych
Applied Psychology (Honours)	355AA	B AppPsych (Hons)
Applied Science (Honours)	233--	BAppSc (Hons)
Architecture	389AA	BArch*
Arts	429AA	BA
Banking and Finance	395AA	BCom Bnkg&Fin
Business Administration	444AA	B BusAdmin
Communication		Bcomcn
Advertising/Marketing Communication	376AA	
Journalism	376AB	
Media/Multi Media Production	376AC	
Public Relations	376AD	
Communication (Honours)	398AA	BComcn (Hons)
Community Education		B Community Ed
Adult Education & Professional Development	386AB	
Community Advocacy	386AC	
Health Promotion	386AA	
Community Education (Honours)	531AA	B Community Ed (Hons)
Conservation of Cultural Materials	365AA	BAppSc
Construction Management and Economics	388AA	B ConstrMgt&Ec*
Cultural Heritage Management	365AB	BAppSc
Earth and Land Science	365AC	BAppSc
Ecology and Environmental Science	365AD	BAppSc
Education		BEd*
Early Childhood	383AD	
Early Childhood Teaching (with CIT)	446AA	
Primary Teaching	383AE	
Secondary Teaching	433--	
Education Conversion		BEd*
Early Childhood	383AA	
Primary Teaching	383AB	
Secondary Teaching	385--	
Engineering		
Computer Engineering	160AA	BE CompE*
Electronics and Communications Engineering	258AA	BE Elec&ComcnE*
Environmental Design	430AA	BAppSc EnvDes
(Interior Design)		
Graphic Design	302AA	B GraphicDes*
Human Biology	365AE	BAppSc
Human Nutrition	365AF	BAppSc
Industrial Design	390AA	B IndDes*
Information Management		B InfMgt
Library and Information Studies	380AA	
Office Management	380AB	
Information Management (Honours)	399AA	B InfMgt (Hons)
Information Technology	322AA	B InfTech
Landscape Architecture	391AA	B LArch*
Laws (4yr)	349AB	LLB*
Management	394AA	B Mgt
Management Sciences	393AA	BCom MgtSc
Medical Laboratory Science	365AG	BAppSc
Nursing	397AA	B Nurs
Nursing (4yr)	372AA	B Nurs*
Physical Sciences	392AA	BSc
Professional Writing	423AA	BA ProfWrtg
Science	392AB	BSc
Social Sciences	396AA	B SocSc
Sports Administration	365AH	BAppSc
Sports Coaching	365AI	BAppSc
Sports Media	365AJ	BAppSc
Tourism	400AA	B Trsm

BACHELOR GRADUATE ENTRY DEGREE COURSES

Course/ Specialisation	Course/Stream Code	Award Abbreviation
Education		BEd*
Primary	383AG	
Secondary	435--	
Laws	349AA	LLB*

BACHELOR DOUBLE DEGREE COURSES

With Applied Economics

Course/ Specialisation	Course/Stream Code	Award Abbreviation
Applied Economics/Accounting	417AA	B AppEc, BCom Acc
Applied Economics/Banking & Finance	418AA	B AppEc, BCom Bnkg&Fin
Applied Economics/Management	419AA	B AppEc, B Mgt
Applied Economics/Social Sciences	420AA	B AppEc, B SocSc

With Business Administration

Course/ Specialisation	Course/Stream Code	Award Abbreviation
Business Administration/Accounting	452AA	B BusAdmin, BCom Acc
Business Administration/Applied Economics	454AA	B BusAdmin, B AppEc
Business Administration/Banking & Finance	451AA	B BusAdmin, BCom Bnkg&Fin
Business Administration/Management	453AA	B BusAdmin, B Mgt

With Engineering

Course/ Specialisation	Course/Stream Code	Award Abbreviation
Physical Sciences/Computer Engineering	421AA	BSc, BE CompE*
Physical Sciences/Electronics & Communications Engineering	422AA	BSc, BE Elec&ComcnE*

With Laws

Course/ Specialisation	Course/Stream Code	Award Abbreviation
Accounting/Laws	414AA	BCom Acc, LLB*
Advertising/Marketing/Laws	403AD	BComcn, LLB
Applied Economics/Laws	416AA	B AppEc, LLB*
Arts/Laws	401AA	BA, LLB*
Business Administration/Laws	443AA	B BusAdmin, LLB*
Banking & Finance/Laws	415AA	BCom Bnkg&Fin, LLB*
Computer Engineering/Laws	409AA	BE CompE*, LLB*
Electronics & Communications Engineering/ Laws	411AA	BE Elec&ComcnE*, LLB*
Information Technology/Laws	410AA	B InfTech, LLB*
Journalism/Laws	403AA	BComcn, LLB*
Library & Information Studies/Laws	407AA	B InfMgt, LLB*
Management/Laws	412AA	BMgt, LLB*
Media/Multi-media Production/Laws	403AB	BComcn, LLB*
Office Management/Laws	407AB	B InfMgt, LLB*
Public Relations/Laws	403AC	BComcn, LLB*
Science/Laws	402AA	BSc, LLB*
Social Sciences/Laws	413AA	B SocSc, LLB*
Tourism/Laws	406AA	B Trsm, LLB*

Other

Course/ Specialisation	Course/Stream Code	Award Abbreviation
Information Technology/Information Management (Library & Information Studies)	382AA	B InfTech, B InfMgt

GRADUATE CERTIFICATE COURSES

Course/ Specialisation	Course/Stream Code	Award Abbreviation
Accountancy	449AA	GradCert Acc
Business Administration	461AA	GradCert BusAdmin
Clinical Trials Management	463AA	GradCert ClinicalTrialsMgt
Community Counselling	260AA	GradCert CommunityCouns
Education @	319AA	GradCertEd
English for Professional Purposes#	464AA	GradCert EnglishProfPurposes
Enrichment Mathematics	441AA	GradCert Ed
Facilities Management^	TBA	GradCert FacilitiesMgt
Higher Education	329AA	GradCert HigherEd
Human Resource Development	265AA	GradCert HumanResDev
Information Access & Delivery	457AA	GradCert InfAccess&Delivery
Management Studies	424AB	GradCert MgtSt
Marketing	460AA	GradCert Mktg
Records and Archives Management	351AA	GradCert Records&ArchivesMgt
Regional and Local Government Management	347AA	GradCert Reg&LocalGovtMgt
Strategic Asset Management	318AA	GradCert StrAssetMgt
Teaching English to Speakers of Other Languages	270AA	GradCert TESOL

GRADUATE DIPLOMA COURSES

Graduate diploma courses - in a new academic, professional or vocational area

Course/ Specialisation	Course/Stream Code	Award Abbreviation
Administration	053AA	GradDip Admin
Applicable Mathematics	162AB	GradDip ApplcMath
Applied Economics	090AA	GradDip AppEc
Business Administration	462AA	GradDip BusAdmin
Community Counselling+	339AA	GradDip CommunityCouns
Computing	333AA	GradDip Comp
Education		GradDip Ed
Primary#	063AA	
Secondary@	455--	
Electronics	034AB	GradDip Elec
Employment Relations	328AA	GradDip Empl Rel
Facilities Management^	TBA	GradDip FacilitiesMgt
Human Resource Development+	290AA	GradDip HumanResDev
Human Resource Management¶	238AA	GradDip HumanResMgt
Information Systems	125AA	GradDip InfSys
International Business	354AA	GradDip InternationalBus
Legal Studies	018AA	GradDip LegSt
Library and Information Management+	163AA	GradDip Lib&InfMgt
Management Sciences	346AA	GradDip MgtSc
Marketing	279AA	GradDip Mktg
Professional Accountancy	450AA	GradDip ProfAcc
Professional Communication		
(Professional Writing)	231AG	GradDip ProfComcn
Special Education	340AA	GradDip SpEd
Statistics	007AB	GradDip Stat
Teaching English to Speakers of Other Languages	114AA	GradDip TESOL
Urban Management	426AA	GradDip UrbanMgt

Postgraduate diploma courses - extending skills and knowledge in a professional area previously studied

Course/ Specialisation	Course/Stream Code	Award Abbreviation
Applied Psychology+	248AA	GradDip AppPsych
Applied Science@		GradDip AppSc
(Cultural Heritage Management)	151AB	
(General Science)	151AC	
(Nutritional Science)	151AI	
(Public Health Nutrition)	151AG	
Information Sciences	225AA	GradDip InfSc
Nursing@	181AA	GradDip Nurs
Nursing		
Critical Care Nursing	357AA	GradDip CriticalCareNurs
Gerontic Nursing	358AA	GradDip GeronticNurs
Mental Health Nursing	359AA	GradDip MentalHealthNurs
Midwifery	360AA	GradDip Midwifery
Oncology Nursing	361AA	GradDip OncologyNurs
Technological Sciences	224AA	GradDip TechSc

MASTER DEGREE COURSES

By coursework

Course/ Specialisation	Course/Stream Code	Award Abbreviation
Advertising & Public Relations	350AA	M Advt&PubRel
Applied Psychology (Counselling)	465AA	M AppPsych
Applied Science#		M AppSc
(Cultural Heritage Management)	305AA	
(General Science)	305AB	
(Resource Management)	305AC	
Business Administration		M BusAdmin
(Corporate Governance)	118AB	
(Finance)	118AD	
(General Management)	118AC	
(Information Systems)	118AH	
(Information Technology)	118AG	
(International Business)	118AE	
(Legal Studies)	118AI	
(Marketing)	118AF	
(Public Sector Management)	118TBA	
Community Education (Counselling)+	331AA	MA CommunityEd
Community Education (Human Resource Development)+	331AB	MA CommunityEd
Defence Studies¶	447AA	M DefenceSt
Education@	055AB	MEd
Employment Relations	326AA	M EmplRel
Facilities Management^	TBA	M FacilitiesMgt
Human Resource Management¶	448AA	M HumanResMgt
Information Technology	296AA	M InfTech
International Business	353AA	M InternationalBus
International Finance	459AA	M InternationalFin
Laws	303AA	LLM
Library & Information Management	458AA	M Lib&InfMgt
Marketing Communication	348AA	M MktgComcn
Nursing@	221AA	M Nurs
Professional Accountancy@	311AA	M ProfAcc
Public Administration+	133AA	M PubAdmin
Sports Medicine	280AA	M SportsMed
Sports Physiotherapy	356AA	M SportsPhysiotherapy
Teaching English to Speakers of Other Languages	115AA	MA TESOL
Urban Management	427AA	M UrbanMgt

By research@

Course/ Specialisation	Course/Stream Code	Award Abbreviation
Administration	049AA	MA Admin
Applied Science		MAppSc
(Conservation of Cultural Materials)	156AG	
(Cultural Heritage Management)	156AA	
(General Science)	156AB	
(Resource Management)	156AH	
Architecture	192AA	M Arch
Communication	230AA	MA Comcn
Construction Management and Economics	277AA	M ConstrMgt&Ec
Corporate Law	255AA	M CorpLaw*
Education	055AA	MEd
Engineering	178AA	ME
Environmental Design	158AA	M EnvDes
Industrial Design	196AA	M IndDes
Information and Technological Sciences	233AA	MAppSc Inf&TechSc
	226AA	MA Inf&TechSc
Information Studies	313AA	MA
Landscape Architecture	194AA	M LArch
Nursing	221AB	M Nurs
Sports Studies	191AC	MappSc SportsSt
(Biomechanics)		
(Exercise Physiology)		
(Motor Learning)		
Sports Studies		MA SportsSt
(Sports Administration)	144AB	
(Sports Humanities/Media)	144AC	
Tourism	327AA	MA Trsm
Urban and Regional Planning	110AA	M Urb&RegPlan

DOCTORAL DEGREE COURSES

Course/ Specialisation	Course/Stream Code	Award Abbreviation
Business Administration	325AA	D BusAdmin
Education	352AA	EdD
Environmental Design	320AA	D EnvDes
Legal Science	323AA	SJD
Public Administration	324AA	D PubAdmin
Doctor of Philosophy@	232AA	PhD (Applied Science)
	246AA	PhD (Communication)
	208AA	PhD (Education)
	251AA	PhD (Environmental Design)
	235AA	PhD (Information Sciences and Engineering)
	244--	PhD (Management and Law)
(Corporate Law)		
(Public Sector Management)		

^ = Course to be accredited

= International students only

@ = HECS liable Australian students and fee-paying international students

+ = HECS liable Australian students and fee paying students (Australian and international)

¶ = Special admission arrangements apply

* = Students with meritorious performance may be admitted to their award with honours.

TBA = To Be Advised

Organisation

- Council
- Committees of Council
- Academic Board
- Faculty Boards

Council

The governing authority of the University is the Council. Its membership comprises the Chancellor; the Deputy Chancellor, the Vice-Chancellor; ten persons appointed by the Chief Minister of the Australian Capital Territory; one person (not being an employee or student of the University) elected by the 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

Wendy Elizabeth McCarthy, AO, BA, DipEd *NE*, Hon DUniv *S Aust* - appointed to Council 7 May 1992; appointed as Chancellor 1 January 1996; reappointed as Chancellor 20 August 1997; present tenure expires 31 December 1999.

The Council

Members as at 30 September 1998

Appointed as Deputy Chancellor

Peter McGhie, MA (Hons) *Well* - appointed to Council 7 July 1993; reappointed 7 July 1995 and 7 July 1997; appointed as Deputy Chancellor 26 May 1996; reappointed as Deputy Chancellor 15 April 1998, present tenure expires 6 July 1999.

Appointed by the Council

Linda Burney - appointed to Council 8 July 1998, present tenure expires 7 July 2000.

Appointed by the Chief Minister of the Australian Capital Territory

Ian Mackintosh, BCom *Auck*, ACA, CPA - appointed to Council 7 February 1990; reappointed 7 January 1993; reappointed 7 April 1997; present tenure expires 6 April 2001.

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

John Michael Penfold Radik, BSc *ANU,* GradDip CompSt *Canberra CAE* - appointed to Council 7 May 1992; reappointed 7 April 1997; present tenure expires 6 April 2001.

Suzanne Lesley Giffard Rickard, BA (Hons), PhD *ANU* - appointed to Council 7 April 1997; present tenure expires 6 April 2001.

Michael Anthony Rosser, Dip Mgt Serv *City of Leicester Poly*, BBus *NSWIT* - appointed to Council 7 April 1997; present tenure expires 6 April 2001.

Michael Anthony Sargent, AM, BE (Hons), PhD *Qld*, FTS, FIEAust, FIPENZ - appointed to Council 7 April 1997; present tenure expires 6 April 2001.

Anne Lorraine Trimmer, BA, LLB *ANU*, Barrister & Solicitor ACT, Solicitor NSW - appointed to Council 7 April 1997; present tenure expires 6 April 2001.

Hugh Watson, BA *Syd*, PGCE *Oxf*, MEd *Canberra CAE*, PhD *Oregon* - appointed to Council 7 April 1997; present tenure expires 6 April 2001.

Elected by the Academic Staff

Belle Alderman, BA *Georgia*, MLn *Emory*, DLS *Col* - elected to Council 27 September 1995; re-elected to Council 27 September 1997; present tenure expires 26 September 1999.

James Robert Hanratty, BEc *Syd*, MSc(Econ) *Lond* - elected to Council 27 September 1986; re-elected 27 September 1988, 27 September 1990, 27 September 1992; 27 September 1994, 28 September 1996 and 27 September 1998; present tenure expires 26 September 2000.

Ann Shaddock, BA, DipEd *NE*, MEd *Canberra* - elected to Council 27 September 1998; present tenure expires 26 September 2000.

Elected by the General Staff

Jennifer Lesley Coggins, BA ProfWrtg *Canberra CAE* - elected to Council 27 September 1997; present tenure expires 26 September 1999.

Elected by the Graduates

Margaret Hanson, Dip PhysEd, Cert Ed *Tas*, BEd *Canberra CAE*, MEd *Canberra* - elected to Council 27 September 1998; present tenure expires 26 September 2000.

Elected by the Students

Russell Graham Ayres, BA (Hons) *NE* - elected to Council 27 September 1997; re-elected to Council 27 September 1998; present tenure expires 26 September 1999.

Karen Moore - elected to Council 27 September 1998; present tenure expires 26 September 1999.

Member Ex Officio

Donald Alexander Aitkin, AO, MA *NE*, PhD *ANU*, FASSA, FACE, Vice-Chancellor

Committees of Council

Audit Committee

Buildings and Site Committee

Commercial Advisory Board

Committee for Ethics in Human Research

Committee for Ethics in Animal Experimentation

Equal Opportunity Committee

Finance Committee

Honorary Degrees Committee

Legislation Committee

Student Conduct Committee

Student Conduct Appeals Board

Student Services Committee

University Promotions Committee

For information on membership and functions of these committees, refer to the Register of Committees on the University Campus-Wide Information Service (CWIS).

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; the Chairperson, currently Professor R Tomasic; six Deans of Faculties; the heads of designated bodies, currently the administrative Divisions and Schools of the University and the Centre for the Enhancement of Learning, Teaching and Scholarship; the Professors of the University not already members of the Board; one academic staff member of each Faculty Board chosen by resolution of the Faculty Board; the three elected academic staff members of the Council; two members elected from among their number by the students of the University; the two elected student members of the Council; the person or persons (if any) appointed by the Council after receiving the advice of the Board. The Board has elected Professor M Carroll as deputy Chair.

Standing committees of academic board are: Admissions Committee; Education Committee; Information and Communication Services Committee; Prizes and Honours Committee; Research Committee; Scholarships and Prizes Committee; Student Appeals Committee (appointed as required); University Assessment Committee; University Higher Degrees Committee.

Faculty Boards

The University currently offers courses through six Faculties: Applied Science, Communication, Education, Environmental Design, Information Sciences and Engineering, Management and Law. 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.

Staff

- Senior University Staff
- Administrative Sections and Staff
- Faculty of Applied Science
- Faculty of Communication
- Faculty of Education
- Faculty of Environmental Design
- Faculty of Information Sciences and Engineering
- Faculty of Management and Law

Senior University Staff

Vice-Chancellor

Professor Don A. Aitkin, AO, MA *NE*, PhD *ANU*, FASSA, FACE

Deputy Vice-Chancellor

Professor Meredith A. Edwards, AM, BCom (Hons) *Melb*, PhD *ANU*, FASSA

Dean, Faculty of Applied Science

Professor Allan W. Cripps, BSc (Hons) *NE*, PhD *Syd*, FASM, FAIMS, AFCHSE

Dean, Faculty of Communication

Professor Peter Putnis, BA (Hons) *N'cle,NSW*, PhD *ANU*

Dean, Faculty of Education

Professor Kerry J. Kennedy, BA, DipEd, MEd *UNSW*, LittM *NE*, MA, PhD *Stanford*, FACE

Dean, Faculty of Environmental Design

Professor Elivio Bonollo, BE (Hons), MEngSc, PhD *Melb*, ARMTC (Mech Eng), ARMIT (Prod Eng),

TTTC, CPEng, MIEAust, CEng, MIEE, AADM

Dean, Faculty of Information Sciences and Engineering

Associate Professor Graham H. Pollard, BSc *Syd*, MSc, PhD *ANU*, AMusA, FSS

Dean, Faculty of Management and Law

Professor Eugene Clark, BA *St Mary's*, MEd *Wichita*, JD (Hons) *Washburn*, M EdSt, PhD *Tas*, (Attorney at Law, Supreme Court and US Govt, Kansas)

Executive Director, Corporate Services Division and Chief Accountant

Adrian J. Westerman, BCom *Qld*, MBA *S Qld*, AAUQ, FCPA

Executive Director, Client Services Division and Librarian

Lois V. Jennings, BA, MLib, MCom *UNSW*, AALIA

Chair, Academic Board

Professor Roman Tomasic, LLB, MA *Syd*, PhD *UNSW*, SJD *Wisconsin*, Solicitor (NSW)

Executive

Vice-Chancellor

Professor Don A. Aitkin

Enquiries: 1D139 (02) 6201 5000

Deputy Vice-Chancellor

Professor Meredith A. Edwards

Enquiries: 1D126 (02) 6201 5021

Policy Adviser

Christine Wise, BEd *Canberra CAE*, AALIA, MACE

Adviser to University on Research, and Professor of Physics

Dudley C. Creagh, BSc (Hons), DipEd *Qld*, MSc *NE* and *Bristol*, PhD *UNSW*, CPhys, CEng, FIP, FAIP, MIEE

Administrative Sections and Staff

Corporate Data

Responsibilities

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

Enquiries: 1D83 (020 6201 2426

Assistant Registrar (Planning and Statistics)

Geoffrey N. Appleby, BSc *Vic, BC*

Project Officer

Anne M. Barrie, BA (Hons), MA Women's St *Adel*, GradDip Women's St *Murdoch*, AMusA

Statistics Officer

Gerald K. Tarrant, BAgEc, Dip BusStud *NE*

Corporate Services

Responsibilities

* administrative and office services; capital management; preparation, analysis and monitoring of University budget; financial services; investments; property and maintenance; residential services, and student administration including admissions, enrolments, progression and graduation.

Executive Director, Corporate Services and Chief Accountant

Adrian J. Westerman, BCom *Qld*, MBA *S Qld*, AAUQ, FCPA

Enquiries: 1D131 (02) 6201 5780

Management Accountant

Wendy Dunne, MNIA

Enquiries: 1D127 (02) 6201 2014

Investment Manager

Michael L. Betts, BEc *Syd*, CPA

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

Responsibilities

* to support the academic staff of the University by assisting them to enhance the quality of their academic work.

Enquiries: 8D26 (02) 6201 5290

Director (Acting)

Associate Professor John Dearn, BSc *E Ang*, PhD *S'ton*, Grad Cert HigherEd *Canberra*

Senior Lecturer

Valerie Clifford, BSc (Hons), GCE *Lond*, MA, PhD *Otago*

Lecturer

Di Adams, TC, BEd, BA, MLitt *NE*

Associate Lecturer

Coralie McCormack, BA (Hons) *ANU*, GradDip Ed *Canberra CAE*, Dip Urban & Reg Plan *NE*, MEd *Canberra*

Community Relations

Responsibilities

* to promote and develop the University's corporate image and standing in the community through marketing and public relations activities; advertising and media liaison, and to produce the University newspaper *Monitor*, official publications and promotional literature.

Enquiries: 1B148 (02) 6201 2560

Director

Richard G. Andrews, BA, DipEd *Monash*

Editor, University Newspaper

Anthony Mason, BA ProfWrtg *Canberra*

Publications

Rosemary B. Richards, BA *ANU*

Financial Services

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; to prepare period and annual financial reports and statements for internal and external users; to provide budget advice and collation, budget monitoring, preparation of administrative budgets; management of cash balances and investments.

Enquiries: 1B104 (02) 6201 2935

Director, Accounting Services

Garry Foran, MNIA

Reporting Accountant

Barry E. Weeden, CPA

Systems Accountant

Rod A. McLean, BA Acc *Canberra CAE*, CPA

Human Resources

Responsibilities

* strategic human resource management advice and policy, employee relations, industrial relations; staff recruitment; conditions of employment; payroll and superannuation; training and development; job evaluation; health, safety and rehabilitation.

Enquiries: 1D113 (02) 6201 5079

Director, Human Resources

Karl Dubravs, BBus *Riverina-Murray Inst Higher Ed*, AFAHRI

Manager, Salaries and Superannuation

A. John Masterman, BSc (Maths) *Portsmouth Poly*, GradDip Comp St *Canberra CAE*

Manager, Employee Relations

Ross Dunn, BA Mod Lang *Canberra CAE*, GradDip International Law *ANU*, AFAHRI

Manager, Health and Safety

Les G. Hogg, MSIA, MESA

Employee Relations Officer

Julie Nicholls

Safety and Rehabilitation Adviser

Meredith Pettett

Client Services

Responsibilities

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

Executive Director, Client Services, and Librarian

Lois V. Jennings, BA, MLib, MCom *UNSW*, AALIA

Enquiries: 8C13 (02) 6201 5092

Associate Division Managers

Greg P. Jones, BA *Flin*, Dip Lib *Canberra CAE*, M Public Law *ANU*, AALIA

Robert (Bob) I. Thompson, BSc *UNSW*, MACS

Program Managers

Client Relations Program and Training Program

Sally-Anne Leigh, BA Asian St *ANU*, M Pub Admin *Canberra*

IT User Support Program

Katarina E. Christenson, BSc *Missouri (Rolla)*, GradDip CompSt *Canberra CAE*

IT Infrastructure Program

Graham D. Brown, BSc (Hons), PhD *WAust*, GradDip CompSt *Canberra*

IT Infrastructure Support Program

Derek L. Child, BA CompSt *Canberra CAE*, MACS

International Office

Responsibilities

* recruitment of international students; the orientation and ongoing support of international students; the development and monitoring of international exchange arrangements; the provision of scholarships to Australian students for overseas study; the maintenance of links with international agencies, and the hosting of international visitors.

Enquiries: 1B142 (02) 6201 5342

Director

Robert J. Latta, BA Math, GradDip Comp St *Canberra CAE*

Deputy Director

Janet Mountseer

Welfare Officer

Noor Fleming, BA *ANU*

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 (02) 6201 2998

Director

Associate Professor Tracey A Bunda, DipT *North Brisbane CAE*, BEd *Brisbane CAE*

Foundation Year Program Coordinator

Ann Shaddock, BA, DipEd *NE*, MEd *Canberra*

Lecturer

Nancy Singleton, BAppSc *Canberra*, DipEd *Br Col*

ATAS Administrative Assistant

Larry Brandy

Property Office

Responsibilities

* buildings and grounds maintenance, major and minor construction, parking, cleaning, security, car pool, Jervis Bay Field Station, purchasing and stores, printery, mail room, registry.

Enquiries: Building 13 (02) 6201 5100

Director, Property

Ross Hayward, BE (Civil) *NSWIT*, GradCert Reg&Local GovtMgt *Canberra*, NSW Local Govt Eng Cert, NSW Local Govt Town&Country Pl Cert

Facilities Manager

Graham McDonald, DipMechEng *CaulfieldIT*, GradDip MaintEng, GradDip Aircon&Refrig *SwinburneIT*

Project Manager

Tarek El-Ansary, BE (Civil) *W'gong*, MEng Sc (Civil) *UNSW*, MIEAust, CPEng

Property Administrator

Karyn Ward, BCom Acc *Canberra*

Research Office

* administration of research project proposals, tenders, contracts and funding, liaison with external organisations on research, ethics in animal experimentation.

Director

Keith W Hyde, BAgrSc *Qld*, GradDip AgrEcon *NE*

Administrative Officers

Brian Fisher

Megan Tudor

Residential Services

Responsibilities

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

Enquiries: Residential Services Office (02) 6201 3500

Director

Peter M. Fyfe

Secretariat and Planning

Responsibilities

* to service the University Council and some other major University committees; to oversee FOI, Privacy Act, copyright and legislation matters; to provide executive support services to the Vice-Chancellor and Deputy Vice-Chancellor as necessary.

Enquiries: 1D95 (02) 6201 2613

* to provide support for faculties, Academic Board and the University committees responsible for the development and implementation of policy on teaching and learning, first year experience, ethics in human research, teaching grants, course development, assessment, and faculty reviews.

Enquiries: 1D94 (02) 6201 5440

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

Enquiries: 1D83 (02) 6201 2426

Secretary of Council

Graeme R. Dennett, BSc, DipEd *Syd*

Planning Officer

Keren Bisset, BA *NE*, DipEd *Syd*, Grad Dip Social Communication *Hawkesbury AC*

Administrative Officers

Jennifer L. Coggins, BA Prof Wrtg *Canberra CAE*

Stephen R. Harding, BA Lib *Canberra CAE*, AALIA

Margaret A. Stanford, BA Admin *Canberra*

Maxine A. Brooks

Office of Secretariat, Committee for University Teaching and Staff Development

Director

Heather M. Maxwell, BA Mod Lang *Canberra*

Administrative Officer

Therese Stubbs

Student Administration

Responsibilities

* to provide a student enquiry service; to administer admissions, enrolment, student progress, end-of-semester examinations, graduation, Higher Education Contribution Scheme; and to maintain student information systems.

Undergraduate Enquiries: Student Administration Enquiries Desk, Building 1 (02) 6201 2225

Director

Robert Kominek, BA Math *Canberra CAE*

Deputy Director

Diane Roberts, BA SecSt *Canberra CAE*

Manager, Information Management and Progress

Scott Tanzer, BInf Tech *S Q'ld*

Administrative Officers

Admissions - Gordon Hill, AM, BA *UNSW*, GradDip Strategic St *jssc*, MDef *Deakin*, AFAIM, AFAHRI

Enrolment - Andrew Beauman, BAppSc SportsSt *Canberra CAE*

Examinations - Julie Harrison

HECS/Course Fees - Nick Rendina, AssocDip Interp & Trsltg *Canberra CAE*, NAATI

Information Management - Brenda Cattanach

Academic Progress - Clare Best

Scholarships and Prizes - Kay Hyland

Graduate Enquiries

Responsibilities

* to provide a postgraduate student enquiry service and to receive forms relating to postgraduate admission, progress and examination; and to administer doctoral thesis examinations.

Enquiries: 1B100 (02) 6201 5442/2154

Manager

Marg Christensen

Student Support Services

Responsibilities

* to facilitate students' transitions through academic life; to assist students to achieve their potential; and to support student well-being by promoting the intellectual, cultural and social life of the University Community.

Enquiries: 1B24 (02) 6201 2205

Director

Dianne E. Coward, BA, DipEd *Qld*, GradDip Rec Plan *Canberra CAE*

Manager, Equity and Student Services

Linda Shallcross, BA (Community Soc Serv) *Riverina CAE*, GradDip Public Sec Mgt *Griffith*

Careers and Employment

Kate Gemmell, BA *N'cle, NSW*, BA SocSc *C. Sturt*

Kim Pollock, BA ProfWrtg *Canberra*

Disabilities Liaison

Dee Jackson

Student Loans

Wayne Morris

Study Skills

Ian Rae, BA *ANU*, BA Mod Lang, GradDip Comcn, GradCert Higher Ed *Canberra*, AFAIM, MACE, Dip Clin Hypnotherapy

Equity Office

Responsibilities

* to implement equal opportunity programs for students and staff.

Enquiries: 1D120 (02) 6201 2148

Health and Counselling Services

Responsibilities

* to provide year-round full-time health and counselling services for students of the University. Health services are also available to University staff.

Enquiries: 1B124 (02) 6201 2351

Coordinator

Dr Cathy Shannon, MB.BS *Qld*

Counsellors

Margaret Chua, BA *ANU*, GradDip AppPsych *Flin*

Pam A. Gray, Cert.Teach. *Wagga TC*, BA (Psych), M ClinPsych *ANU*, Dip ClinHypnosis

Sally Guggenheimer, BA *Wat*, MEd SchoolCouns *Canberra CAE*

Julie Smith, BA, GradDip AppPsych *Adel*

Registered Nurses

Linda Dalla Torre, RN, BAppSc NursSc *Canberra*

Olga Calvert, RN, DNE (NSW Coll Nursing), BAppSc NursSc *Canberra*

Convocation

Convocation Officer

Penny Cameron, BA *ANU*

University of Canberra Union (UCU)

Responsibilities

* to provide a range of services including food and beverages, entertainment, social and cultural activities, sporting facilities, recreational courses, retail operations, clubs and societies, meeting and function facilities, theatre and Gallery Restaurant.

Enquiries: UCU Access, Level B, Building 1 (concourse) (02) 6201 5350

General Manager

Phillip Storey

Office Manager

Jean Slater

Fitness and Recreation Centre Manager

Adam Asprey

Programs Manager

Bronwyn Goodfellow

Operations Manager

Andrew McLean, BA Soc Sc *Canberra CAE*

Events Marketing Manager

Laura Maxwell, BA *Otago*, GradDip Mktg *Canberra*, DipPR *Aust Coll Journalism*

Beverage and Entertainment Manager

Brad King

Faculties

Faculty of Applied Science

Dean of Faculty and Professor of Health Science

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Deputy Dean

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Honorary Professor of Food Science

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Honorary Professor of Science

Emeritus Professor Michael Pitman, OBE, FAA, FIAB, FAIAS

Finance Officer

Suzanne Ceeney

Student Information Officer

Diana Trionfi

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Cooperative Research Centre for Freshwater Ecology

Director: Peter W. Cullen

Applied Ecology Research Centre

Director: Arthur Georges

Cooperative Research Centre for Landscape Evolution & Mineral Exploration

Education Co-ordinator: Graham M. Taylor

Centre for Australian Regolith Studies

Directors:

Ken G. McQueen (University of Canberra)

R.A. Eggleton (Australian National University)

Gadi Research Centre

Director: Judith Anson

Research Centre in Cultural Heritage Conservation Studies

Directors:

Colin Pearson

Ken Taylor (Faculty of Environmental Design)

Australian Centre for Cultural Diversity and Development

Directors:

Amar Galla

John Halligan (Faculty of Management and Law)

Remote Sensing Reference Centre

Director: Brian J. Button

School of Human and Biomedical Sciences

Head of School and Senior Lecturer in Sports Studies

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Honorary Professor of Nutrition

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Adjunct Professor in Sports Medicine

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Adjunct Associate Professor in Comparative Disease Ecology

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Adjunct Associate Professor in Nutrition

David Crawford, BSc *Adel*, PhD *ANU*

Adjunct Associate Professor in Sports Studies

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Adjunct Senior Lecturer in Sports Studies

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Adjunct Senior Lecturer in Sports Physiology

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Applied Psychology

Professor of Psychology

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Senior Lecturers

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Anita Mak, MSocSc *HK*, PhD *ANU*, MAPS, MBPsS, MHKPsS

Debra Rickwood, BA (Hons), PhD *ANU*, MAPS

Lecturers

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Ron Henderson, BA (Hons), PhD *Massey*

Odette Miller, BSc (Hons), PhD *Auckland*

Associate Lecturer

Patricia M Brown, BA (Hons) *ANU*

Biomedical Sciences

Senior Lecturers

Judith Anson, BSc (Hons) *Monash*, PhD *ANU*, GradDip Ed *Canberra CAE*, MAPS

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Tony D. DiMichiel, BSc, PhD *UNSW*, GradDip Elec *Canberra CAE*, GradDip Community Couns *Canberra*

Peggy L. Horn, DVM *Michigan State*, PhD *Calif*

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Lecturers

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Research Scientist

Jenelle Kyd, BSc (Hons) *UNSW*, DipEd *Syd Teachers Coll*, PhD *N'cle NSW*

Sports Studies

Associate Professor in Sports Studies

Alan D. Roberts, MEd, PhD *W Aust*

Lecturers

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Toni Bruce, BPhEd *Otago*, MS, PhD *Illinois*

Patti Denham-Mason, BS, MS *Oregon*

Adrian Faccioni, BSc *ANU*, MAppSc Sports St *Canberra*

Dion C. Klein, BSc *West Chester*, MEd *Temple*, PhD *New Mexico*

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School of Nursing

Acting Head of School

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Adjunct Associate Professor in Nursing

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Associate Professor in Nursing

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Lecturers

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School of Resource, Environmental and Heritage Sciences

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Professor of Resource Science

Peter Cullen, MAgrSc, DipEd *Melb*, FTS

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Associate Professor in Earth Observation Systems

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School of Professional Communication Studies

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John M. Penhallurick, BA *ANU*, MA, MPhil, PhD *Col*

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Glen Lewis, BEc, PhD *Qld*

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Senior Lecturers

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Elisabeth Patz, BA Asian Studies (Hons), PhD *ANU*

Raveena Singh, BA (Hons), MA *S Aust*

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Jennifer Kitchener, BA Comm *Technol, Syd*

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Serge M. Ou, BA ProfWrtg *Canberra CAE*

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Executive Assistant

Liz McMahon

Finance and Planning Officer

Kerry Bazeos, BEc *Syd*, BA Acc *Canberra CAE*

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Senior Lecturers

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Helen James, BA (Oriental St) *ANU*, MA, PhD *Pittsburgh*

Ursula Nixon, BA *Manc*, DipEd *Durham*, Dip Teach English O'seas *Manc*, MA (AppLing) *Essex*, PhD *NE*

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Jeremy Jones, BA *Adel*, Cert TESL, PhD *Alta*, MA *Macq*

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Language Instructors

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Alison Davies

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Convener

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Associate Lecturers

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Garry Collins

School of Professional and Community Education

Head of School and Associate Professor in Education

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Senior Lecturers

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Chris A. Higgisson, BCom *UNSW*, MSc *ANU*

Barbara Pamphilon, RN, BAppSc Health Ed *Canberra CAE,* PhD *W'gong*

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Lecturers

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Barbara Chevalier, BA (Hons) *Lond*, MSc (Clin Psych) *Sur*

Juliana Colbran, DipT, BA Soc Sc *C Sturt*, GradDip ComCouns, MEd Couns *Canberra*

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Deputy Director:

Carole Kayrooz

Office Manager

Jeannie Grey

Visiting Scholar

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UnitroniCs

Director: Tony A.T. Spinks

Staff:

Julie Blades

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Head of School and Associate Professor in Mathematics Education

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Marilyn Fleer, BEd *E.Cowan*, MEd *NE*, PhD *Qld*, MA (STS) *Deakin*, MACE

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Noel R. Vanzetti, BA, BEd *W Aust*, PhD *Nott*

Lecturers

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Director of Centre and Senior Lecturer

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Tutors

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Patricia Bennett, GradDip Reading Ed *E Cowan*

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Reading Recovery Program

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Head of School and Associate Professor in Education

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Faculty of Environmental Design

Dean of Faculty and Professor of Industrial Design

Elivio Bonollo, BE (Hons), MEngSc, PhD *Melb*, ARMTC (Mech Eng), ARMIT (Prod Eng), *TTTC*, CPEng, MIEAust, CEng, MIEE

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Architecture and Building

Professor of Architecture

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Course Convener in Architecture and Lecturer

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Course Convener in Construction Management and Economics, and Senior Lecturer

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Lecturers

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Gurdev Singh, BArch *Centre Environmental Pl. & Tech, India*

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Graphic Design

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Robert .J. Miller, BA Visual Arts *City Art Inst Sydney*

Philippa Pratten, B Graphic Design, GradDip Ed *Canberra*

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Landscape Architecture

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Lecturer in Landscape Architecture

David Moyle, BLArch *Canberra*

Industrial Design

Course Convener and Lecturer

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Associate Professor in Design

William S. Green, NDD *N'cle, UK*, FRSA, MESA MDIA (on leave)

Senior Lecturer

Don J. Carson, ASTC, Dip Indust Design *Nat Art School, Randwick Tech Coll*, MID *IED, Milan*

Lecturers

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Gowrie Waterhouse, BSc (For) *ANU*, BInd Des (Hons) *Canberra*

Cultural Heritage Research Centre

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Professor Colin Pearson (Faculty of Applied Science)

Centre for Developing Cities

Director

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Dean of Faculty and Associate Professor in Statistics

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Deputy Dean of Faculty

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Director of Technical Services

Trevor J. Lawrence

Executive Officer

Andrew K. Linacre, BEc *ANU*

Executive Assistant

June E. Carthy

Hardware Services Manager

Laurie A. Spencer, ARMIT, GradDip Comp St *Canberra CAE*

Software Services Manager

Ross P. Johnson, BAppSc Elec *Canberra CAE*

Professor of Physics

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Student Resource Centre

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Mary O. Hewett

School of Computing

Head of School and Professor of Computing

Michael Wagner, Dipl-Phys *Munich*, PhD *ANU*, FIEAust, SMIEEE, MASSTA, MESCA

Associate Professor in Artificial Intelligence

Van T. Van Le, Lic es Sc *Saigon*, Dip Comp *Melb*, MSc *W Aust*, PhD *Murdoch*, MACS

Associate Professor in Computer Science and Engineering

Brian J. Stone, BSc, PhD *Adel*, FIEAust

Associate Professor in Computing

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Associate Professor in Information Systems

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Clem A. Baker-Finch, BSc, Dip Ed, PhD *Tas*

David I. Clark, BSc, Dip Ed, Dip Auto Computing *Qld*, GradDip Op Res *Canberra CAE*, MMath *Wat*, PhD *ANU*, MACS

Penny A. Collings, BA *Melb*, GradDipEd, MEd *Canberra CAE*, MACS

Ric L. Jentzsch, BSc *Weber State*, MSc *Colorado State*, PhD, *UNSW*, MACM, MACS, MIEEE

Dale Kleeman, BSc *ANU*, GradDip Op Res *Canberra CAE*, AIAA

Trevor J. Lawrence, BSc, MSc *Auck*, PhD *ANU*

Trevor Lund, MA *Oxf*, PhD *Monash*, FAIP, FIREE, FIEAust, MIEEE

Jan Newmarch, BSc *Brist*, PhD *UNSW*

Lecturers

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Chris Chlap, Dipl.Ing *Karlsruhe*, VDE

Kim T. Le, BE *Vietnam Nat Inst Tech*, ME *N'cle NSW*, PhD *Syd*

Charles Pfohl, Dipl.Ing *Timisoara*, MACS

School of Electronics, Engineering and Applied Physics

Head of School and Associate Professor in Electronics Engineering and Applied Physics

John P. Rayner, MSc, PhD *ANU*, SMIEAust

Professor of Electronics Engineering and Applied Physics

Paul J. Edwards, BSc (Hons), PhD *Tas*, FAIP, FRAS, FASA, FIREE (Aust), FIEAust, FNZEI, SMIEEE

Professor of Physics

Rodney L. Jory, AM, BSc *Adel*, PhD *ANU,* FAIP

Adjunct Professor in Communications Engineering

H.Brian. O'Keeffe, AO, BE (Elec) *Qld*, Hon PhD *Monash*, FIEAust, FAIN

Associate Professor in Electronics and Communications Engineering

William N. Cheung, BSc *Eng*, MSc *Lond*, PhD *HK*, FIEE, MIEAust, SMIEEE

Associate Professor in Electronics Engineering and Applied Physics

Andrew D. Cheetham, BSc, PhD *Flin*, FAIP, MIEAust

Senior Lecturers

Leon Barbopoulos, MSc *Sir G Wms*, PhD *ANU*

Graham N. French, BE, PhD *UNSW*, MIEAust, SMIREE Aust, MIEEE, CPEng

Electronic Services Manager

Peter Milczarek, Assoc Dip Elec (Eng) *CIT*

School of Mathematics and Statistics

Head of School and Professor of Mathematics

Robert A. Bartnik, BSc, MSc *Melb*, PhD *Princeton*

Senior Lecturers

Malcolm S. Brooks, BSc *Exe*, PhD *ANU*

Peter J. Brown, BSc *Syd*, PhD *UNSW*

Neil D. Porter, BSc *Melb*, MSc *ANU*

Tania Prvan, BSc *Qld*, PhD *ANU*

Peter J. Vassiliou, BSc, PhD *Syd*

Lecturers

Mary O. Hewett, BSc, Dip Met *Melb*,MSc St *NE*

Mike Holmes, BA *Brist*, MEc *ANU*

Ian Lisle, BSc *Griffith*, MSc St *Qld*, PhD *Br Col*

Alice M. Richardson, BA *Well*, MStats, PhD *ANU*

University Statistical Consultant

Cathy Hales, BA CompSt *Canberra*

Advanced Telecommunications Research Laboratory

Director: Professor Paul J. Edwards

Centre for Applied Geometric Analysis and Statistics

Director: Professor Robert A. Bartnik

Human-Computer Communication Laboratory

Director: Professor Michael Wagner

Survey Technology Laboratory

Director: Associate Professor Peter J. Morgan

Plasma Instrumentation Laboratory

Director: Associate Professor Andrew D. Cheetham

Professional Associates

School of Mathematics and Statistics

Peter Taylor, BSc, PhD *Adel*, FIMA, FTICA, MACE

A Storozhev, MSc, PhD *Moscow*

I McDermid, BSc, BA, Grad Dip Demog *ANU*

David Pederson, BSc Adel, PhD *ANU*

John Campbell, BSc *Brist*, MSc *ANU*, PhD *Qld*

School of Electronics Engineering and Applied Physics

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Bert Gonzalez, BE (Elec) *NSWIT*, MIEAust, SMPTE, IEEE

Max Pearce, DipEE, *Footscray IT*, MIREE, MSMPTE,

Jane Errey, BEng *NTU*

Ed Jaskolski, BE *Canberra CAE*, P.Eng,

Jeff Tonkin, BA *TAFE*, BSc (Mech. Eng.) *UNSW*

Peter Lynam, BSc (Hons) *Birmingham*, PhD *Southampton*, CPhys Inst. Physics, FAIP, MIP, Chartered Physicist

Keith Malcolm, Assoc Dip CommEng *RMIT*, MIEEE (USA), MSMPTE (USA), MAPESM (Aust).

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School of Computing

Sue Barber

Bill Tam

Andrew Vincent

Hugh Fisher

David Walker

Terry Webb

Faculty of Management and Law

Dean of Faculty and Professor of Law

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(Attorney at Law, Supreme Court and US Govt, Kansas)

Executive Officer

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Student Administrative Officer

Stacey Durrell, BA Admin *Canberra*

Administrative Officer/International Student Adviser

Kuljeet J. Singh, BA *Delhi*, MBA MIM

Network Manager

Michael H. Paterson, BSc, Dip NAAC *W Aust*, FGAA

Honorary Professor of Economic Policy

Bernard Fraser, BA *NE*, Hon DUniv *NE* and *C Sturt*

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Head of School and Professor of Accounting

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Senior Lecturers

Mairéad O'Brien, BA, HDipEd *NUI*, BA Acc *Canberra CAE*, MComm *NUI*, PhD *Technol, Syd*, ASA, MIIE

Graham C. Rogers, BEc *Monash*, TSTC *Rusden SCV*, MSc *Monash*, AIBF (Snr)

Cecilia Spence, BCom *Well*, MCom *UNSW*, FCPA

Margo Wade, BA Acc *Canberra CAE*, MEc *NE*, FCPA

Lecturers

Pat Clark, BBA *Washburn*, Dip Ed *Wichita*, MAcc *NE*, GradCert HigherEd *Canberra,* CPA USA, CPA Aust

John Ellis, MEd *HK*, MBA *Oklahoma City*, AS, CPA Aus, ACISA, AIBF (Snr)

Peter J. Graham, BCom (Acctg) (Hons) *W Syd*, CPA

Simon Hoy, BBus *S.Qld*, MAdmin *Griffith*, GradCert HigherEd *Canberra*, CPA

Frances Miley, BCom, LLB *UNSW*, MEc *NE*, CPA, AAIBF (Snr), MIIA (Aust)

Judy Paterson, BSc *W Aust*, GradDip ProfAcc *Canberra CAE*, CPA

Andrew Read, BA Acc *Canberra CAE*, CPA

Associate Lecturers

Hai Wei Fan, BSc *Qinghua*, GradDip Acctg *Griffith*, CPA

Mark Wilson, BEc, GradDip Acctg, MComm *ANU*

Mark Hughes, BCom Acc *Canberra*, ASA

School of Administrative Studies

Head of School and Senior Lecturer

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Professors of Public Administration

John A. Halligan, MA *Otago*, PhD *Well*

Mark Turner, BPhil *Liv*, BA, PhD *Hull*

Senior Lecturers

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Frank Hicks, BA, Dip Ed *Melb*, MA *ANU*

Alan Jarman, BA *Windsor*, MA *Sus*, PhD *Qld*

Michael Jones, BEc *Qld*, PhD *ANU*

Gwyn Singleton, BA, PhD *ANU*

Jenny Stewart, BA *Macq*, BA, PhD *ANU*

Lecturers

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Chris Fisher, BA, MA *UNSW*, MA, PhD *Warwick*

Anne Junor, BA, Dip Ed *Syd*, BEc *NE,* PhD *Macq*

Ian McAuley, BE, Grad Dip Bus Mgmt *Adel*, MPA *Harv*

Associate Lecturer

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School of Economics and Marketing

Head of School and Senior Lecturer

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Associate Professor in Economics

James C. McMaster, MCom(Econ) *UNSW*

Senior Lecturers

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Desh Gupta, BA, MSc (Econ), PhD (Econ) *Lond*

Bright Honu, BSc (Hons) *Ghana*, MDevEcon *ANU*, MEc *Monash*, PhD *Melb*

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Greg Barrett, BAgrEc *NE*, MAgrEc *ANU*

Petra Bouvain, Dipl.Ing Wirtschaft, Dipl.Ing Bekleidung *FH Niederrhein*, BA Adult Ed *Canberra CAE*

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Paula Higgins, BA, MA (Econ) *Penn*

Heather Prior, BEc *Adel*, MEc *ANU*

Nicholas Samuel, BSc (Econ) (Hons) *Lond*, MSc(Econ), PhD *Michigan*

Natalie Stoeckl, BEc *ANU,* MEc *James Cook*

Margaret Wallace, BA (Hons) *Syd*, MBusAdmin *Canberra*

School of Law

Head of School and Senior Lecturer

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Professor of Law

Roman Tomasic, LLB, MA *Syd*, PhD *UNSW*, SJD *Wisconsin* (Solicitor NSW)

Honorary Professor of Taxation Law

Brian Andrew, BCom *N'cle NSW*, MCom *UNSW*, BLegS *Macq*

Honorary Adjunct Professors of Law

Russell Miller, LLB (Hons) *ANU* (Solicitor ACT and NSW)

Dennis Rose, AO, QC, LLB (Hons) *Tas*, BA (Hons) *Oxf* (Legal Practitioner ACT)

Senior Lecturers

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Michael Dirkis, BEc *ANU*, LLB, LLM (Comm) *Adel*, GDip Legal Practice *SAIT*, (Barrister and Solicitor ACT, SA and High Court of Australia)

Don Fleming, BA, LLB *Monash*, LLM *Melb* (Barrister and Solicitor ACT and Vic, Barrister NSW)

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

Geoffrey Nicoll, BA, LLB *ANU* (Barrister-at-Law and Solicitor NSW, Barrister and Solicitor ACT)

Brendan D. Pentony, LLB *ANU* (Barrister-at-Law NSW)

Andrew Robertson, LLB, LLM (Hons) *QUT* (Solicitor Qld, England, Wales and High Court of Australia)

Lecturers

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Mark Burton, LLB (Hons) *Tas* (Barrister and Solicitor, Supreme Court of Victoria)

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

Jann Lennard, BA, LLB *ANU* (Barrister-at-Law NSW and ACT)

Matthew O'Brien, BA SocSc *Canberra CAE*, LLB *ANU* (Barrister and Solicitor Vic, ACT and High Court of Australia)

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Centre for Research in Public Sector Management

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Professor John Halligan

Deputy Director

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Ruth Bader, MA *FU Berlin*

Administrative Officer

Paddy Onton

National Centre for Corporate Law and Policy Research

Director

Professor Roman Tomasic

Deputy Directors

Professor Brian Andrew (Accounting and Finance)

Brendan Pentony (Law)

Desh Gupta (Economics and Marketing)

Administrative Officer

Marion Jones

Research Officer

Jian Fu

National Centre for Social and Economic Modelling (NATSEM)

Director and Professor of Applied Economics and Social Policy

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Network Manager

Michael Still

Professional Management Programs (PmP)

Program Manager

Stephen Darwin, BA *Griffith*

Program Coordinator

Michelle Lewins

Training Coordinator

Peta Moore

Marketing Coordinator

Grant Heggie

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Ron Clapham, BA *NE*, LLB *ANU*

Richard Killalea, LLB (Hons) *Tas*, GradDip International Law *ANU*

Hugh Selby, BA, LLB *Syd*, MSW *Michigan*

Jeff Kelly, BA SocSc *Canberra*, MBA *Tas*

David Hume

Adjunct Staff

Commandant, Australian Army Command and Staff College

Brigadier I.C. Gordon, AM BSc (Mil) *UNSW*

Deputy Commandant

Colonel L.T. Long, B Bus NSWIT

Commanding Officer/Chief Instructor Instructional Wing

The Commanding Officer/Chief Instructor is responsible for the development and conduct of the Command and Staff College Course.

Lieutenant Colonel J.F.B. Mansell, BE (Civ) *UNSW*

Directing Staff

Directing staff are responsible for the instruction, guidance and counselling of students. In addition, they are responsible for preparing course material for instruction and implementing course development.

Lieutenant Colonel J.M. Bancroft, BA (Hons) *UNSW*

Lieutenant Colonel L.E. Carroll, B Prof Studies *NE*, BSc (Hons) War Studies *Baluchistan*

Lieutenant Colonel S.D. Christensen, B Eng *RMC, Kingston*, Grad Dip Strat Studies (ACT AA)

Lieutenant Colonel W.B. Coates, BA (Mil) *UNSW*, Grad Dip Mngt Studies (ACT AA), Grad Dip Strat Studies (ACT AA)

Lieutenant Colonel S.R. Dowse, BA (Hons) *UNSW*, Grad Dip Mngt Studies (ACT AA), Grad Dip Def Studies *Deakin*

Lieutenant Colonel S.C. Hall, BSc *UMIST*

Lieutenant Colonel G.A. Johansen, BA (Mil) *UNSW*, Grad Dip Def Studies *Deakin*, Grad Dip Mngt Studies (ACT AA)

Lieutenant Colonel M.G. Krause, BA (Mil) *UNSW*, Grad Dip Mngt Studies (ACT AA), Grad Dip Def Studies *Deakin*

Lieutenant Colonel J.L. Landau, BS Business *Fairleigh Dickinson*, MBA *Oklahoma City*

Lieutenant Colonel B.N. McManus, BA *UNSW*, Dip OH&S National Safety Council

Lieutenant Colonel H.J. Mueller, Grad Dip Mngt Studies (ACT AA)

Lieutenant Colonel Muhamad Effendi Mustaffa, MSc (Def Studies) *Madras*, Dip Def Mngt *MAF Defence College*, MA (Security & Policy Studies) *National Univ*

Lieutenant Colonel J.F. Paterson, Grad Dip Mngt Studies (ACT AA)

Lieutenant Colonel C.P. Richardson, BA (Mil) *UNSW*, MA (Hons) *Waikato*, Grad Dip Mngt Studies (ACT AA)

Wing Commander T.J. Sidey, BSc *Melb*, Grad Dip Mil Av (RAAF Academy), MSc (USAF Institute of Technology)

Director Training Development Wing

Director Training Development Wing is responsible for the analysis, design and validation of education and training within the Command and Staff College.

Lieutenant Colonel A.G. Wallace, BE (Civ), MEngSc *UNSW*, BEcon *Qld*, Grad Dip Mngt Studies (ACT AA)

Training Development Wing Staff

Training Development Wing Staff are responsible for the work associated with analysis, design and validation of education and training within the Command and Staff College.

Major E.A. Cameron, GradDip InfSys *Canberra*

Major J.M. McGuigan, BBus *RMIT*

Research Centres

- Applied Ecology Research Centre
- Centre for Advanced Telecommunications and Quantum Electronics Research
- Centre for Australian Regolith Studies
- Centre for Research in Public Centre Management
- Centre for Tourism and Leisure Policy Research
- Cooperative Research Centre for Freshwater Ecology
- Cooperative Research Centre for Landscape Evolution and Mineral Exploration
- Cultural Heritage Research Centre
- Gadi Research Centre
- National Centre for Corporate Law and Policy Research
- National Centre for Social and Economic Modelling (NATSEM)
- Plasma Instrumentation Laboratory

Applied Ecology Research Centre

The Applied Ecology Research Centre aims to contribute to improved management of the flora, fauna and 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;

* environmental chemistry;

* river and floodplain dynamics.

Director: Associate Professor Arthur Georges (02) 6201 5786; fax (02) 6201 5305

http://aerg.canberra.edu.au

Centre for Advanced Telecommunications and Quantum Electronics Research

This is a cross-disciplinary applied physics and electronic engineering research centre. It undertakes R&D in communications science and technologies. Particular interests of CATQER members include quantum communication and measurement, quantum optics, mesoscopic devices, and wireless and satellite communications. Facilities include on-campus 10 metre and 4.5 meter diameter satellite dishes, operated jointly with the Communications Laboratory of the Department of Communications and the Arts, and an electromagnetically shielded, quantum noise research laboratory. International collaborators include Hamamatsu Photonics KK and the NTT Advanced Technology Corporation of Japan. For further information contact:

Director: Professor Paul Edwards (02) 6201 2516

Associate Director: Associate Professor William Cheung (02) 6201 2514

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 undergraduate, postgraduate 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

* landscape evolution in Australia;

* regolith resources;

* quaternary geology and pedology;

* land degradation and its management;

* regolith aspects of catchment management.

The Centre for Australian Regolith Studies is a partner in the Cooperative Research Centre for Landscape Evolution and Mineral Exploration.

Director: Associsate Professor Ken McQueen (02) 6201 2520; fax (020 6210 5728

Centre for Research in Public Centre Management

The Centre for Research in Public Sector Management was designated in July 1990 to provide a focus for research in public sector management within the University. Following a five-year review in 1995, the Centre has been continued for another five years. The Centre is based on scholars from the Faculty of Management 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 management, political science, public administration and sociology.

The goals of the Centre are to conduct research into issues of importance in public sector management; to develop the provision of professional education and research based degrees in public sector management; and to promote discussion, debate and dissemination of information nationally and internationally on public sector management issues.

The research of the Centre is currently focused on the following areas

* development management in Asia;

* employment relations;

* public sector reform;

* public enterprise;

* public policy issues.

Director: Professor John Halligan (02) 6201 2725.

Centre for Tourism and Leisure Policy Research

The Centre provides research and consultancy services to government and industry in Australia and New Zealand, including studies of tourism planning and policy. The Centre's research focuses on integrating theory and practice.

Among other projects, research staff and postgraduates have worked on tourism marketing, tourism education in Australia, rural tourism and regional development, the social and housing impacts of the Sydney 2000 Olympics, guest evaluations in the accommodation sector, heritage trail use and management, public-policy analysis, and managing volunteers.

The Centre's work is well known nationally and internationally. Publications from the Centre have been used by industry, government and universities. Consultancies recent have included visitor-management studies for the Canberra Festival, the Telstra Tower in Canberra, the Royal Canberra Show and feasibility study and business plan for the Canberra District Wine Industry. Its work has been used to attract sponsors and develop strategic plans, particularly in handling visitors.

Strengths of the Centre are:

* practical and theoretical expertise in tourism management issues;

* research and consultancy services with special reference to Australia and New Zealand;

* developmental and strategic planning, event monitoring and evaluation, marketing and visitor management, public-policy analysis, urban and regional development.

Acting Director: Josette Wells (02) 6201 2492

Cooperative Research Centre for Freshwater Ecology

Pressure on Australian rivers and streams has never been greater. To solve the major ecological problems facing our water managers, knowledge of the characteristics of Australia's unique freshwater systems is essential.

The Cooperative Research Centre for Freshwater Ecology is a joint venture which brings together research, government and water industry agencies to improve our knowledge and management of the Australia's waterways, wetlands and lakes.

Its partners include 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, La Trobe University and the Sydney Water Board.

Its main aims include

* to improve our knowledge of freshwater ecosystems to allow the sustainable management of freshwater systems in Australia;

* to develop improved planning and management tools which address the identified needs of water resource managers;

* to ensure this knowledge is transferred to the water and resource managers so that they can manage a sustainable way;

* to contribute an ecological perspective to the development of water policy in Australia, and

* to provide opportunities for education in freshwater ecology at post-doctoral, postgraduate, undergraduate, professional and community levels.

There are six main research areas including flowing waters, standing waters and eutrophication, floodplains and wetlands, water quality and ecological assessment, urban water management and fish ecology. Education and technology transfer are other programs.

Professor Peter Cullen, of the University of Canberra, is the Director of the CRCFE. This dispersed organisation is located at sites in Canberra, Albury, Sydney, Melbourne, Mildura and Narrandera and has an annual budget of about $10 million. About 50 research scientists, 50 support staff and 50 graduate students are affiliated with the CRCFE. In addition to supporting visits from overseas scientists, the CRCFE also provides summer employment and scholarships to promising undergraduate students.

At the University of Canberra, the CRCFE 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, masters and doctoral programs. Some scholarships are available within the CRCFE to support students with project work.

Director: Professor Peter Cullen (02) 6201 5168

Education Program Leader: Associate Professor Richard Norris (02) 6201 2543

Cooperative Research Centre for Landscape Evolution and Mineral Exploration

The Cooperative Research Centre for Landscape Evolution and Mineral Exploration is an unincorporated venture between the Centre for Australian Regolith Studies (University of Canberra and The Australian National University), CSIRO Division of Exploration and Mining, the Australian Geological Survey Organisation, and the Australian Government's Cooperative Research Centre Program.

The Director, Dr Raymond E Smith of CSIRO, is based in Perth, WA. The Centre has about 70 scientists as well as their support staff, and postgraduate students at the University of Canberra and the Australian National University. The CRC supports visiting scientists from Australia and overseas, and is developing a strong undergraduate, postgraduate and professional education and extension programs.

The Centre brings together a major group of Australian researchers in the fields of landscape evolution, regolith studies and mineral exploration to translate these sciences into improved strategies for discovering world-class ore deposits and to train earth scientists to work with regolith materials. The Centre, through this major group of Australian earth scientists, aims to

* develop an enhanced understanding of the three-dimensional evolution of the Australian landscape in terms of its geomorphology, regolith geology, weathering, diagenesis and geochemistry, and

* to translate this understanding into vastly improved methods for finding world-class mineral deposits, and into the training of earth scientists.

This will be achieved through four major programs

* landscapes and regolith on the Australian Shield: which includes the major cratonic areas of the Australian continent and which host most of the known major ore deposits of the nation;

* landscapes and regolith on the Tasman Fold Belt: which will develop regionally specific exploration procedures that take into account the influences of past and present regolith processes;

* Basins and landscape evolution: which will focus projects in the areas of sedimentary cover and seek to establish a relationship between the regolith geology of the surrounding areas and the basin geology. Additionally, regolith character of the basin areas will be used to detect the presence of major ore deposits in or beneath the basins, and

* Australian regolith/landscape evolution - synthesis: which will overview the science of other programs and distil from it basic principles and areas like weathering studies, regolith dating, nomenclature and landscape evolution models.

The CRC has a large financial and in-kind contribution from industry and will develop these links through undertaking strategic projects, educating and training industry personnel and through its applications work.

University of Canberra contact: Associate Professor Graham Taylor, Education and Training Coordinator: telephone (02) 6201 2031, e-mail: taylor@science.canberra.edu.au

Website: http://leme.anu.edu.au

Cultural Heritage Research Centre

The Cultural Heritage Research Centre consists of a multi-disciplinary group of staff from the Faculties of Environmental Design and Applied Science. It provides a focus for research into the preservation of heritage places, buildings, museums and objects in Australia and overseas, using the individual and combined talents of Centre staff. Consultancies are also undertaken in these areas for Australian and international clients.

There are over twenty doctoral and masters (by research) students working on a wide range of heritage related projects for the Centre.

The Centre has four main areas of endeavour

* theoretical, historical and technical research into the development of historic aesthetic and social in conservation studies; research into the associative and interpretative values 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; and

* 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 (02) 6201 5148

Professor Colin Pearson (02) 6201 2368

Gadi Research Centre

The Gadi Research Centre is interdisciplinary, bringing together researchers from a wide range of disciplines within biomedical science, nutrition and sports studies. The Gadi Research Centre has world class facilities and links with industry and many other institutions.

Research areas include:

* Immunological changes in systemic and mucosal responses in acute and chronic infections and the development of vaccine strategies;

* Molecular and celular responses associated with apoptotic cell death, induction of immunity and inflammation;

* Population health including determinants of dietary behaviour;

* Factors that influence sports performance; and

* Fundamental research on normal tissues and cells.

Research projects are available at Honours, Masters and PhD level.

Director: Dr Judith Anson (02) 6201 2314/5451;e-mail: gadi@science.canberra.edu.au

Website: http://gadi.canberra.edu.au

National Centre for Corporate Law and Policy Research

The National Centre for Corporate Law and Policy Research has a national and Asian Pacific regional focus, and conducts corporate law research and contributes to national policy debate regarding the administration and content of corporate law.

The Centre has the following goals

* to provide a national focus for policy related research into corporate law and policy in Australia and the Asia-Pacific region;

* to have an interdisciplinary orientation and seek research funding from external sources to support research into 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 professional education in disciplines relevant to corporate law and policy.

Director: Professor Roman Tomasic (02) 6201 5768/5783

Deputy Directors: Professor Brian Andrew, Mr Brendan Pentony and Dr Desh Gupta

National Centre for Social and Economic Modelling (NATSEM)

The Centre is established within the Faculty of Management. It initially received core funding from the federal Department of Health and Family Services (HFS) for five years, and now receives some funding from HFS, the Department of Social Security, the Department of Employment, Education, Training and Youth Affairs, and the University.

NATSEM aims to enhance social and economic policy debates and analysis by developing high quality models, applying them in relevant research and supplying consultancy services. NATSEM's models are used by a wide range of organisations, including Federal Government Departments and the Parliamentary Library. NATSEM's research attracts widespread public and media interest, and spans a wide range of social and economic policy issues.

The purposes of the Centre are

* to develop maintain and extend static, dynamic cohort, dynamic microsimulation and other models and microsimulation techniques, with the aim of becoming a national and international centre of excellence in the field of microsimulation modelling and microdata analysis;

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

* to facilitate use of the models and techniques, by government departments, academic and other organisations;

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

* tax reform and the distribution of the tax burden;

* analysis of the impact of Government housing, child care, health, social security and tax policy;

* effective marginal tax rates;

* linking macroeconomic and microsimulation models;

* the expenditure patterns and characterstics of consumers in 5 to 20 years time;

* wealth

* measurement of poverty, inequality and income distribution;

* assessment of the distributional impact of government programs and possible policy changes;

* improvement in microsimulation modelling techniques and microdata analysis, and

* development of the static (STINMOD) and dynamic microsimulation modelling capability.

Director: Professor Ann Harding (02) 6201 2780; fax (02) 6201 2751.

Plasma Instrumentation Laboratory

The Plasma Instrumentation Laboratory was formed in 1992 to carry out research into automatic instrumentation for monitoring and controlling plasmas used in industrial processes.

The Laboratory operates two plasma sources using helicon wave excitation to couple power into the plasma. Current projects include: microprocessor control of Langmuir probes, microwave stripline interferometers and spectroscopic measurements as well as automatic control of the plasma power source and the antenna coupling circuit.

The Laboratory is also a member of the Australian Fusion Research Group collaborating on the H-1 National Plasma Fusion Research Facility at the ANU. The laboratory is developing a multichannel soft x-ray monitoring system that will allow tomographic reconstruction of an image of the plasma core.

Director:Associate Professor Andrew Cheetham: (02) 6201 2196, fax (02) 6201 5041

e-mail: AndrewC@ise.canberra.edu.au

Website: http://beth.canberra.edu.au/pil

Faculty Centres

- Faculty of Applied Science
  - Australian Centre for Cultural Diversity Research and Development
- Faculty of Communication
  - Centre for Communication Policy and Information Management Research
  - International Communication Research Group
- Faculty of Education
  - Australian Centre for Arts Education
  - Centre for Research in International Education
  - Centre for Research in Learning and Teaching
  - Centre for Research in Science, Technology and Environmental Education
- Faculty of Environmental Design
  - Centre for Environmental Philosophy, Planning and Design
- Faculty of Information Sciences and Engineering
  - Centre for Applied Geometric Analysis and Statistics
  - Human-Computer Communication Laboratory
  - Survey Laboratory

Faculty of Applied Science

Australian Centre for Cultural Diversity Research and Development

The Australian Centre for Cultural Diversity Research and Devlopment is a cross-faculty initiative between the Faculties of Applied Science and Management and Law contributing to the enhancement of research and teaching in multicultural societies. The Centre works at the local, regional, national and global levels through applied research, community service and professional education of graduates and postgraduates. Research includes transformation of national cultural institutions and parks in post-apartheid South Africa; Teaching includes internationally acclaimed cultural diversity modules; Community service includes planning for inclusive national capital cities of the world.

Director: Dr Amareswar Galla (02) 6201 2199; fax:(02) 6201 5999;

e-mail: galla@science.canberra.edu.au

Faculty of Communication

Centre for Communication Policy and Information Management Research

The Centre was formed in 1992 to analyse the social impact of the convergence technologies, with projects ranging from the role of interactive technology environments in organisational communication to the development of an Asia-Pacific Communication Database, and trends in regional broadcasting policy. It also works in collaboration with the Department of Psychology at the University of Wollongong on Telstra projects. Future plans include a major study on the impact of digital data broadcasting with Radio Australia and World Space; development of an electronic journal in collaboration with University of Konstanz, Germany, and UTS; and a study of how academics adapt to and use Internet services.

Director: Dr Peter Clayton (02) 6201 2312

International Communication Research Group

The Centre aims to establish itself as an acknowledged location for research expertise in international communication. The Centre's key research interests are communication regionalism in East Asia and the Pacific; the effects of new communication technologies on global and regional journalism and communication policies; and communication education and training. A current initiative is in exploring methods of communication evaluation that may be applied to private and public sector programs in the promotion of Australian interests in Asia.

Director: Dr Glen Lewis (02) 6201 2967

Faculty of Education

Australian Centre for Arts Education

Promoting education in the arts is the key concern of the Australian Centre for Arts Education, located in the Faculty of Education. The Centre is also the office of the National Affiliation of Arts Educators, the peak association in the arts learning area in Australia. Made up of representatives from the areas of dance, drama, music, media, visual art and design, its members include teachers in primary, secondary and tertiary education, community programs and private studios and practices. To promote best practice in arts education the Centre provides professional and policy-development advice - which means helping to set national standards and draw up guidelines on quality of education. The Centre also conducts collaborative research, such as The Evaluation of the Key Competencies in Arts Education, in partnership with the Australian Council for Educational Research. The Centre also offers access to an extensive network of arts educators and artists and provides support for professional development programs for teachers at all levels.

Director: Joan Livermore, (02) 6201 2483, fax (02) 6201 5065

Centre for Research in International Education

The Centre for Research in International Education (CRIE) was established in response to the challenges of educating professionals in an increasingly globalised workplace.

The goals of CRIE are to encourage national and international research collaboration on issues related to the internationalisation of education and to make the findings from such research readily available to all those who may benefit from them.

To achieve these goals, CRIE disseminates the work of the Centre through its home page and publishes a quarterly, internationally peer-refereed electronic professional journal *International Education*-ej (IE-ej)

URL: http://www.canberra.edu.au/education/crie/iee j_home.html

Director: Associate Professor Anne Campbell (02) 6201 2490; fax: (02) 6201 5065

e-mail: annec@education.canberra.edu.au

Centre for Research in Learning and Teaching

The Centre currently focuses on three key areas which influence the quality of teaching and learning. These are learning, teaching and administrative practices in educational institutions; relationships between teaching, learning and curriculum studies, and the organisation of areas of educational leadership and the professional growth of teachers. Research is also conducted in the areas of educational leadership and the professional growth of teachers. As a further part of its brief, the Centre offers consultancy across a wide range of issues from the professional development of teachers to program evaluation.

Director: Dr Michael Gaffney (02) 6201 2627

Centre for Research in Science, Technology and Environmental Education

The Centre has a particular emphasis on science and technology learning and teaching in the early years as well as on the ways in which indigenous Australians come to learn and understand science and technology. The Centre also has a research focus on the public understanding of science and teachnology and on teacher educaiton in science.

Director: Associate Professor Tim Hardy (02) 6201 2067

Faculty of Environmental Design

Centre for Environmental Philosophy, Planning and Design

The Research Centre for Environmental Philosophy, Planning and Design aims to effectively address issues of sustainability related to the built environment by researching both the social and ecological impacts of design and fostering innovation in design and planning.

The Centre endeavours to achieve this by

* research into the design of the built environment and the development of ecological awareness and responsibility;

* research into the appropriateness of design and planning to meet and adapt to changing social needs, and

* research into construction materials, methods, processes and products. This includes bionic research and bottom up modelling.

The Centre invites speakers to seminars, workshops and conferences in an effort to encourage collaboration and generate cutting-edge research.

Co-directors:

Associate Professor Kath Wellman (02) 6201 2575, e-mail kw@design.canberra.edu.au

Dr Janis Birkeland (02) 6201 2693, e-mail jlb@design.canberra.edu.au

Faculty of Information Sciences and Engineering

Centre for Applied Geometric Analysis and Statistics

Ordinary and partial differential equations provide the mathematical framework for modelling physical processes involving change. Mathematical research in the centre focuses on differential equations, both on specific problems arising in applications such as modelling planetary and satellite dynamics and GPS; theoretical and numerical studies of gravitational waves and the Einstein equations; sedimentation flow in stream-beds; and on developing techniques for studying the solutions of the equations.

Although the techniques being employed are diverse, ranging from numerical solutions using PCs and/or supercomputers to studying the symmetry properties of the space of all solutions, they share a common emphasis on understanding and exploiting the geometric structures inherent in the equations.

The Statistics Program within the centre carries out theoretical studies in several areas, including mixed models, statistical computation, scoring systems and spline methods. Statistics consulting is also an important part of work of the centre.

Recent projects have included the logistic regression analysis of survey data on the effects of conflicts on large information technology projects, and a study of phosphorus levels in the Murray-Darling river system.

Director: Professor Robert Bartnik, (02) 6201 2619, fax (02) 6201 5041

e-mail: bartnik@se.canberra.edu.au

Human-Computer Communication Laboratory

The Human-Computer Communication (HCC) Laboratory comprises staff from the Schools of Computing, and Mathematics and Statistics in the Faculty of Information Sciences and Engineering, and from the School of Human and Biomedical Sciences in the Faculty of Applied Science. The Laboratory engages in research in a range of areas of human-computer communications which include the modalities of speech and natural language; typing, pointing and writing; audio, video and audiovisual channels, as well as combinations of such modalities. The research is concerned both with the algorithmic and implementational issues, and with usability and acceptability problems of human-computer communications.

Projects in the Laboratory are centred around speech, audiovisual, typing, pointing and writing based human-computer communication. Current research activity in the Laboratory includes work in automatic speech recognition and speech understanding systems; speaker verification and identification; computer user authentication using speaking, typing, pointing and writing characteristics; audiovisual user authentication; speech synthesis and text-to-speech systems; human-robot communication; usability of human-computer communication systems; digital signal processing; hidden Markov models; artificial neural networks, fuzzy and evolutionary algorithms; artificial intelligence and natural language processing; human-computer dialogue modelling; adaptive logic networks in pattern recognition; graphic visualisation and animation; and computer music interfaces.

Director: Professor Michael Wagner (02) 6201 2153

e-mail: miw@hcc1.canberra.edu.au

Survey Laboratory

The Survey laboratory undertakes research and project work associated with the Global Positioning System (GPS), and the levels of phosphorus and other algae-supporting nutrients in fresh water and in raw and treated sewage. These apparently quite different areas are linked by the need for similar analysis tools, high speed numerical computing and the need to work over a wide spatial domain.

GPS projects cover the full spectrum of activities from navigational GPS, for example the best path for taxis and emergency vehicles as a function of traffic conditions, to high prevision studies in which surface subsidence and change is correlated with changes in the Antarctic ice mass balance and ocean tide heights. Changes in both of these quantities reflect changes in the global climate which may or may not be accelerating.

Water and phosphorus projects involve the level and availability of phosphorus as a nutrient. Current studies are showing a clear link between laundry habits with detergents utilising phosphorus as the principal softening agent. Advertising and other campaigns advocating non-phosphorus based activity result in lower levels of phosphorus reaching our inland waterways. Studies cover a wide range of conditions from highly controlled trials in a small neighbourhood with phosphorus free detergents to large catchments such as the heavily contaminated Hawkesbury-Nepean system.

The Survey Laboratory is an open environment with strong national and international connections. Nationally, it is in contact with most State and Federal surveying and mapping organisations. Through the CRC for Freshwater Ecology it has strong contacts with the water industry in eastern Australia.

Internationally, the Laboratory has strong connections with several other universities including the Massachusetts Institute of Technology (MIT) and the Institute of Technology, Bandung. The Laboratory acts as a beta test site for MIT's GAMIT GPS package which it supports with workshops and other activities throughout South-East Asia.

Director: Associate Professor Peter Morgan (02) 2557/2417

e-mail: peterm@se.canberra.edu.au

Other Centres

- Australian Centre for Regional and Local Government Studies
- Canberra Centre for Writing and Culture Studies
- Centre for Developing Cities
- Centre for the Enhancement of Learning, Teaching and Scholarship (CELTS)
- University of Canberra Asia Research and Development Institute (UCARDI)

Australian Centre for Regional and Local Government Studies

The Centre was established within the Faculty of Management in 1973, to offer a range of residential programs for elected members and senior officers in local government. The functions of the Centre have expanded and now include

* the provision of non-award short courses for elected members and officers of local government and sub-national/regional administrative units in Australia, New Zealand, the Pacific and the Asian Region;

* the development of a range of award subjects and/or courses within the Faculty of Management on local and regional government;

* the stimulation and publication of research into local, ACT and regional government and administration;

* the development of a range of consultancy services for the three levels of Australian government and their regional organisations, and

such other graduate and undergraduate teaching functions as may from time to time be determined by the Dean of Faculty.

Director: Professor Rolf Gerritsen (02) 6201 2643

Canberra Centre for Writing and Culture Studies

The Centre fosters and promotes quality writing both nationally and in the ACT region through activities such as master classes, workshops, literary lunches, seminars, writers-in-residences conference and festival participation. The Centre runs the University of Canberra National Short Story Competition and publishes short fiction and non-fiction, poetry, scripts, reviews and criticism in the national literary journal *Redoubt* and in an annual anthology of students' work FIRST. It conducts and encourages research into the creative writing process, linking the Faculty and University to the literary, media and writing culture in Canberra and the surrounding region.

Director: Associate Professor Satendra Nandan (02) 6201 2007

Centre for Developing Cities

The drift from the country to cities, one of the major social developments of the past 150 years, will accelerate even more rapidly in the 21st century. Within the next decade the world's urban population will exceed the rural population for the first time in history. This transformation will pose a huge challenge for developing and under-developed countries.

This Centre has been founded with a specifically international program - to help developing countries cope with the strains of massive and rapid urban growth by giving them the means to plan and manage city infrastructures. It has received support from a number of organisations including the United Nations Development Program, the World Bank and the ACT Government.

The Centre will provide management training for Australian and overseas planners, economists, public servants, engineers and others who will oversee urban development.

Director: Adjunct Professor Lyndsay Neilson, telephone 61 02 6201, fax 61 02 6201 5034, e-mail: lrn@design.canberra.edu.au

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 subjects/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 technology;

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

* a Graduate Certificate in Higher Education in consultation with the Faculty of Education.

Enquiries: (02) 6201 5176

CELTS Fellows

Faculty of Applied Science

Ms Rosanne Bettiens

Associate Professor William Maher

Associate Professor George Cho

Associate Professor Graham Taylor

Associate Professor Arthur Georges

Faculty of Communication

Associate Professor Belle Alderman

Faculty of Education

Associate Professor Tim Hardy

Dr Barbara Pamphilon

Faculty of Environmental Design

Associate Professor Kath Wellman

Faculty of Information Sciences and Engineering

Associate Professor Andrew Cheetham

Associate Professor John Rayner

Ms Penny Collings

Faculty of Management and Law

Professor Eugene Clark

University of Canberra Asia Research and Development Institute (UCARDI)

UCARDI is a University-wide institute to foster regional co-operation in education and priority development areas, working through our partner universities in the region. It includes experienced researchers in the Asian field from every faculty at the University of Canberra and its partners in the Asian region.

The aim of the institute is to promote community needs-based research and teaching in priority development fields including

* health sciences and nursing;

* environmental management, water ecology and fisheries;

* urban planning, design and development;

* international education and the Teaching of English to Speakers of Other Languages (TESOL);

* management sciences, law, finance, economics and marketing;

* landscape design and construction management;

* intercultural communication and cultural studies;

* information science and engineering.

Executive Director: Dr Helen James (02) 6201 2332.

Affiliated Bodies

- Australian Mathematics Trust
- University of Canberra College
- University of Canberra Foundation

Australian Mathematics Trust

Each year more than half a million entries from Australia and 32 countries overseas flow in to Canberra for the Australian Mathematics Competition, probably the best-know of the many activities undertaken by the Australian Mathematics Trust. The competition is one Trust's mathematical enrichment activities. It also runs a range of programs for students, among them the Mathematical Challenge for Young Australians. From these programs is selected the team which represents Australia at the International mathematics Olympiad each year. This year the Trust has launched the Australian Mathematics Teacher Enrichment Project to help teachers to enhance their students' knowledge and understanding. The Trust also conducts workshops, in-school programs, vacation and residential summer schools, and external study programs.

Topics in which the group has published research include gender studies, risk and psychology of answering multiple choice questions with penalties for incorrect responses, profiling gifted students and measuring trends in standards of mathematical achievement over a long period of time.

Executive Director: Professor Peter Taylor (02) 6201 2440 fax (02) 6201 5096

e-mail: pjt@amt.canberra.edu.au

www: http://www.amt.canberra.edu.au

Professor and Executive Director

Peter J. Taylor, C Math, FIMA, FTICA BSc, PhD *Adel*

Senior Lecturer and Director of Australian Mathematics Teacher Enrichment Project

Steve J. Thornton, BSc *Adel*, GradDipT *Adelaide CAE*

Lecturer

Andrei Storozhev, MSc, PhD *Moscow*

Manager

Sally A. Bakker

Accountant

Bev A. Cook, BBus Acc *C.Sturt*

Information Technology Manager

Renzo Gobbin, BA *ANU*, GradDip InfSci *Canberra*, MACS

Information Technology Officers

Sue Paice, BSc *ANU*

Fiona M Wilkinson, BSc *ANU*

Executive Assistant

Clarice E Trevorah McLean, BEd *Canberra*

Finance Officer

Ruth M Ford

Administrative Officers

Richard S Bollard, BA *Latrobe*

Joan Cruikshank

Jan M Lynch

Jessica R O'Ferrall

Publications Officer

Heather Matthews, BA Vis Comm *Sydney Coll Arts*

University of Canberra College

University of Canberra College Pty Limited (UC College) is a company wholly owned by the University of Canberra. UC College provides a specialised range of university programs that prepare students for Australian university study, and aims to give them concurrent skills in business, commerce technology and/or communication. The courses are fee paying.

UC College Programs

* The UC College Diploma offers direct entry into the second year of specified University of Canberra degree courses. It consists of three semesters of full-time study, spread over one calendar year, and links closely with degree courses offered by the University.

* UC-PREP helps mature age students to qualify for admission into the University. This course focuses on the development of personal and study skills including oral presentations, writing and research.

Location: I5 (Residences)

Address:

UC College

c/- University of Canberra ACT 2601 Australia

Enquiries:

UC Diploma program

Telephone +61 (0)2 6201 5342; facsimile +61 (0)2 6201 5040;

e-mail: gl@adminserver.canberra.edu.au

Website: http://international.canberra.edu.au/

UC-PREP

Telephone: +61 (0)2 6206 3524/2963; facsimile: +61 (0)2 6206 3525/5197

e-mail: ael@adminserver.canberra.edu.au or rzd@adminserver.canberra.edu.au

Chief Executive Officer

Professor Kerry J Kennedy, BA, DipEd, MEd *UNSW*, LittM *NE*, MA, PhD *Stanford,* FACE

College Secretary

Ross Dunn, BA Mod Lang *Canberra CAE*, GradDip International Law *ANU,* AFAHRI

Director of Studies

Glenys London, BEc, DipEd *Syd*, Grad Cert Law *Technol, Syd*

Program Coordinator

Yvonne J Wisbey, BAppSc (Maths), GradDip Ed *Canberra*

University of Canberra Foundation

Council has established the University of Canberra Foundation. A Board of Directors has been appointed, and the Chairman is Mr Tony Ayres, AC. The Founding Patron is Her Excellency, Lady Deane.

The Foundation seeks to identify and cultivate links with former staff, graduates, community benefactors, corporate sponsors and professional associations who might have a philanthropic or other interest in establishing and maintaining links with the University.

Support for the Foundation's programs will be sought through a range of activities including a bequest program, an alumni appeal program, and a community and corporate support program.

The Foundation funds will be managed by the Board of Directors and will be disbursed for University priorities which might include internships, guest lectureships, research projects, faculty nominated projects and a scholarship scheme. Foundation funds will not be used for ongoing operational purposes.

Executive Director:

Ms Catherine Andrews

Location: 170 Haydon Drive, Bruce

Enquiries: Telephone (02) 6201 5086/5087; fax (02) 6201 5091;

e-mail: cma@foundation.canberra.edu.au

Bursaries and Scholarships

- Bursary
  - Lorna May Award
- Scholarships
  - Scholarships for Undergraduate Study
  - Scholarship for Undergraduate or Postgraduate Study
  - Scholarships for Postgraduate Study
  - Industry-funded Scholarships
  - Externally Administered Scholarships

Bursary

Lorna May Award

A memorial bursary to the late Lorna May, a graduate of this University, 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 Deputy Vice-Chancellor. Applications will be sought by 30 April each year.

Scholarships

A number of scholarships are open to students at the University of Canberra, some of which are supported by industry. The University actively encourages industry to support both postgraduate and undergraduate study, with new awards being advertised as they become available.

Scholarships for Australian Students

A number of scholarships are open to both undergraduate and postgraduate students of the University. Sources of funding include the Commonwealth Government, the University, industry, community organisations, as well as private benefactors. The University actively encourages the development of new scholarships by such organisations and new awards are advertised as they become available.

Scholarship Stipends and Taxation

A number of University scholarships provide a stipend. A stipend is a fortnightly living allowance, which, unlike a salary earned through an employer, is exempt from income tax.

In order for its scholarships to be exempt from income tax, the University strictly ensures that each award is developed principally for educational purposes only. No conditions exist whereby the recipients of a scholarship will be required to either become an employee of the sponsor, or enter into a contract which requires any form of labour or services.

Scholarships for Undergraduate Study

Access Scholarships

Funded by the University of Canberra.

Subject: Unrestricted.

Value: $1,000.00 cash grant to assist with textbooks and Services and Amenities fees are paid.

Open to: Residents of Canberra, Queanbeyan and the ACT region (including the South Coast) who have a low income card and no other family members have attended university. Other eligibility criteria are explained in an Access Scholarship information sheet available from the Scholarships and Prizes unit.

Tenure: One year.

Closing date: 29 January 1999.

UC Smith Family Scholarship

The Smith Family generously assists in the funding of two selected Access Scholarship holders for the second and subsequent years of study.

HECS Scholarships for Undergraduate Students (HUGS)

Funded by the University of Canberra

Subject: Unrestricted.

Value: Exempts recipients from their Higher Education Contribution Scheme (HECS) charges.

Number awarded: It is expected that about 20 awards will be allocated in 1999.

Open to: Year 12 and recent school leavers who apply for admission to the University via the Universities Admissions Centre (UAC). Note that these are considered automatically in conjunction with their application for admission. Priority will be given to ACT School leavers, though some awards will be available for interstate groups. Awarded on academic merit.

Tenure: Duration of the undergraduate course.

Closing date: Generally in September; later applications may be considered.

Particulars from: Scholarships and Prizes Officer.

Residential Scholarships for Undergraduate Students (RUGS)

Funded by the University of Canberra

Subject: Unrestricted.

Value: Exempts recipients from the current annual residential fees.

Number awarded: Three each year.

Open to: Year 12 and recent school leavers. Selection will be based on Universities Admissions Index (UAI).

Tenure: One year.

Closing date: As for the closing date for applying for a place in the Student Residences. Note that applicants for the University's Student Residences are considered automatically.

Particulars from: Scholarships and Prizes Officer.

Undergraduate Equity Merit Scholarships (UGEMS)

Commonwealth funded

Subject: Unrestricted.

Value: Exempts recipients from Higher Education Contribution Scheme (HECS) charges.

Number awarded: These scholarships are not allocated on a per capita basis. However, some 31 students were allocated an award in 1998. The allocation is expected to increase in 1999.

Open to: New undergraduate students who are a member of one or more pre-identified equity groups.

Tenure: Duration of the course.

Closing date: UAC and also direct applicants for undergraduate courses are considered automatically at the time of admission.

Particulars from: Scholarships and Prizes Officer.

International House Trust Fund Scholarship

Funded by the University of Canberra

Subject: Unrestricted.

Value: Exempts recipients from the current annual residential fees of International House, an amount equivalent to approx $3,800.00.

Number awarded: Two each year.

Open to: Available to second year University of Canberra students in an undergraduate program who would like to reside at International House in their third year of studies. Two awards are available, one for an Australian permanent resident and one for a full-fee paying International student.

Tenure: One year.

Closing date: 31 October each year.

Particulars from: Scholarships and prizes Officer.

The Rotary Club Scholarship for International House

Acknowledgment: Made possible by a generous donation to the University of Canberra by the Belconnen Branch of the Rotary Club of Australia

Subject: Unrestricted.

Value: $1,500.00.

Number awarded: One each year.

Open to: Second year University of Canberra students who are Australian citizens or permanent residents and who reside at the University's International House.

Tenure: One year.

Closing date: 31 October each year.

Particulars from: Scholarships and Prizes Officer.

Ginninderra Scholarships for Nursing and Medical Students

Funded by the ACT Department of Health and Community Care.

Subject: Nursing and Medicine.

Value: Provides a living allowance up to a maximum of $25,500 per annum for nursing students and $27,700 for medical students.

Number awarded: Up to four each year.

Open to: Nursing students enrolled in undergraduate or postgraduate nursing studies at the University of Canberra or Medical students enrolled at the Canberra Clinical School.

Tenure: Duration of the course.

Closing date: 29 January 1999.

ACTEW Corporation Scholarship for Professional Communication

Acknowledgment: Scheduled for commencement in 1998, this scholarship will be funded via a generous donation to the University of Canberra by the ACT Electricity and Water (ACTEW) Corporation.

Subject: Communication.

Value: Provides a stipend of $9,000.00 for the final year of studies.

Number awarded: One each year.

Open to: Available to a student for the third and final year of their Bachelor of Arts in Communication, who is undertaking an Advertising/Marketing, Public Relations, Journalism or Media specialisation. Selection will be based on academic merit and professional aptitude.

Tenure: One each year.

Closing date: None; eligible students will be considered automatically at the end of their second year of studies.

Particulars from: Lecturer for Advertising, University of Canberra. (02) 6201 2684.

e-mail ajb@comserver.canberra.edu.au

Undergraduate CRC LEME Earth Science Scholarship

Acknowledgment: Funded by the Cooperative Research Centre (CRC) for Landscape Evolution & Mineral Exploration (LEME), University of Canberra

Subject: Earth Science, Geology, Regolith.

Value: $1,000.00.

Number awarded: One per year.

Open to: Available to first year University of Canberra students who will be majoring in Earth Science in their second year of study. Selection is based on an essay on Regolith geology in mineral exploration.

Tenure: One year.

Closing date: 12 June/end of first semester.

Particulars from: A/Prof Graham Taylor, CRC LEME, (02) 6201 2031

e-mail:taylor@science.canberra.edu.au

Website: http://leme.anu.edu.au

Country Women's Association (CWA) (Canberra Branch) Scholarship for Nursing

Acknowledgment: Made possible by a generous donation to the University of Canberra by the Canberra Branch of the CWA.

Subject: Nursing Science.

Value: $1,000.00.

Number awarded: One per year.

Open to: Students currently enrolled in the undergraduate course in Nursing at the University of Canberra, and have completed second year. Students enrolled in the third year of the Nursing course are automatically considered.

Tenure: One year.

Closing date: None.

Particulars from: Scholarships and Prizes Officer.

Commonwealth Bank Scholarship in Commerce (Banking and Finance)

Acknowledgment: Generously funded by the Commonwealth Bank of Australia.

Subject: Banking and Finance.

Value: $3,000.00 per annum (total of $6,000.00).

Number awarded: One per year.

Open to: Available to students in their second and third year of the Banking and Finance course. Selection is based on academic merit and professional aptitude.

Tenure: Up to two years.

Closing date: August/September each year.

Particulars from: Course convener, Banking and Finance, University of Canberra (02) 6201 2715

Scholarship for Undergraduate or Postgraduate Study

The John McMillan Award

Acknowledgment: Made possible by a generous donation to the University of Canberra by the family of the late John Bernard McMillan.

Subject: Education, Human Resource Management.

Value: $1,000.00 plus interest.

Number awarded: One each year.

Open to: Available to needy mature-age students, at the University of Canberra, who are studying in the area of Adult Education or Human Resource Development. (Note this could be for either undergraduate or postgraduate study).

Closing date: Applications normally close at the end of April. At the time applications are invited, students are notified either directly through classes, or via the *Monitor* newspaper.

Particulars from: Scholarships and Prizes Officer.

Scholarships for Postgraduate Study

Australian Postgraduate Awards (APAs) with Stipend

Commonwealth funded.

Subject: Unrestricted.

Value: Provides a stipend of $15,888.00 pa. (1998 rates).

Number awarded: 11 in 1998.

Open to: Postgraduate research students. Outstanding Masters by coursework students can also apply. Honours 1 or equivalent qualifications are mandatory.

Tenure: Up to two years for Masters and three years for Doctoral studies.

Closing date: 31 October each year.

Particulars from: Scholarships and Prizes Officer.

APAs without Stipend

Commonwealth funded.

Subject: Unrestricted.

Value: Exempts awardees from their Higher Education Contribution Scheme (HECS) charge for the calendar year in which it is allocated.

Number awarded: These scholarships are not allocated on a per capita basis. However, approximately 160 students were allocated an award in 1998.

Open to: All postgraduate students, although priority is given to research.

Tenure: One calendar year.

Closing date: None. All students who are enrolled in their postgraduate course by the commencement of the first semester are considered automatically. For this reason, students are encouraged to enrol on time.

Particulars from: Scholarships and Prizes Officer.

University of Canberra Research Scholarships (UCRS)

Funded by the University of Canberra.

Subject: Unrestricted.

Value: Provides a stipend of $15,888.00 p.a. (1998 rates).

Number awarded: Two each year.

Open to: Doctoral and Masters by research students at the University of Canberra.

Tenure: Up to two years for Masters and three for Doctoral studies.

Closing date: 31 October each year.

Particulars from: Scholarships and Prizes Officer.

University of Canberra Research Top-Up Scholarships

Funded by the University of Canberra.

Subject: Unrestricted.

Value: Tops up a stipend by $5,000.00 per annum; payable over the period of tenure of an APA with Stipend or a UCRS.

Number awarded: Three per year.

Awarded to: Awarded to the best three Masters by Research or Doctoral students who have been allocated one of the above scholarships.

Tenure: Up to two years for Masters by Research or three for Doctoral studies.

Closing date: 31 October each year. (The APA with Stipend and UCRS closing date).

Particulars from: Scholarships and Prizes Officer.

The W J Weeden Postgraduate Scholarship

Acknowledgment: Made possible by a generous donation to the University of Canberra by the W J Weeden family.

Subject: Unrestricted.

Value: $6,000.00 and exemption from HECS charges for the first year of study.

Number awarded: One per annum.

Open to: New Doctoral and Masters students at the University of Canberra.

Tenure: One year.

Closing date: 31 October each year.

Particulars from: Scholarships and Prizes Officer.

National Centre for Social and Economic Modelling (NATSEM) Scholarship

Funded by NATSEM, University of Canberra.

Subject: Business and Economics, Social policy, Demography.

Value: Provides a stipend of $15,888.00 (1998 rates).

Open to: PhD students at the University of Canberra who are conducting original research on advanced microsimulation modelling. Minimum academic qualifications are a Bachelor's degree with upper second or first class Honours, or a Masters degree or equivalent qualifications.

Tenure: Up to three years.

Closing date: 31 October each year.

Particulars from: Scholarships and Prizes Officer.

Advanced Telecommunications and Quantum Electronics Research Centre Scholarship (CATQER)

Funded by the University's Centre for Advanced Telecommunications and Quantum Electronics.

Subject: Information Technology and Quantum Electronics

Value: Provides a stipend of $15,888.00 p.a. (1998 rates)

Number awarded: Two awards will be available in 1999.

Open to: Available to PhD or Master of Engineering or a Master of Applied Science in Information and Technological Sciences course at the University of Canberra.

Tenure: Up to two years for Masters by Research and three years for Doctoral studies.

Closing date: 31 October.

Particulars from: Scholarships and Prizes Officer.

Centre for Advanced Telecommunications and Quantum Electronics Research (CATQER) Top-Up Scholarships

Funded by the University's Centre for Advanced Telecommunications and Quantum Electronics Research.

Subject: Information Technology and Quantum Electronics.

Value: Tops up a stipend by a maximum of $10,000 per annum payable over the tenure of the APA with Stipend, UCRS or CATQER Scholarship.

Tenure: Up to two years for Masters by Research or three years for Doctoral studies.

Closing date: 31 October.

Particulars from: Scholarships and Prizes Officer.

Equity Exemption Awards (EEAs)

Funded by the University of Canberra.

Subject: Any discipline in which an "Above (Government funded) Quota" fee paying place offer has been made.

Value: Savings associated with not having to pay for the fee-paying place. Awardees of this scheme are offered a Government funded place which is subject to Higher Education Contribution Scheme (HECS) charges.

Number awarded: Variable, depending on the number of applications.

Open to: All students who are offered an "Above Quota" fee paying place are advised of the EEAs along with the offer of place. In order to be considered, an applicant must be an Australian citizen or permanent resident and be claiming membership under one or more of the current identified equity groups. In 1998, these were: a woman who is studying in an area deemed as `non-traditional' for female participation; a student with a disability; an Aboriginal or Torres Strait Islander student; a person from a non-English speaking background.

Tenure: Duration of the postgraduate course.

Closing date: None, though students must meet the deadlines for applying for admission to their chosen field of study.

Particulars from: Scholarships and Prizes Officer.

Industry-funded Scholarships

In addition to University administered scholarships, a number of industry funded awards become available from time to time. These awards can be for a range of disciplines and depend on research grants or other funding which may be available for research conducted in the University's Research Centres.

CRC Freshwater Ecology (FE) Scholarship

Subject: Applied Science, Water Science, Ecology.

Value: Currently $20,300.00 + $4,700.00 p.a.

Tenable at: The CRC for Freshwater Ecology.

Open to: Doctoral students at the University of Canberra who are conducting original research within the area of Freshwater Ecology.

Tenure: Up to three years.

Closing date: Before end of November.

Particulars from: The CRC for Freshwater Ecology, University of Canberra ACT 2601.

Telephone (02) 6201 2543 or 6201 2524;

e-mail norris@lake.canberra.edu.au

Cooperative Research Centre (CRC) for Landscape Evolution and Mineral Exploration (LEME) Scholarships

Subject: Geology, Mineral Science, Science.

Value: $20,000.00 pa for two years for Masters, or three years for PhD studies.

Open to: Masters or PhD students at the University of Canberra.

Tenure: Up to two years for Masters and three for PhD studies

Closing date: 31 October each year.

Particulars from: Graham Taylor, University of Canberra ACT 2601. Telephone (02) 6201 2031 ; e-mail:taylor@science.canberra.edu.au ; or via the Website: http://leme.anu.edu.au/information.html

Externally Administered Scholarships

Additional scholarships are often brought to the attention of the Scholarships and Prizes Officer. Although not directly administered at the University, their availability is advertised in the University's *Monitor* newspaper. Details of these awards are then retained at Student Administration, for student access.

Contact Officer for Australian Scholarships

For further information on these and externally administered awards, contact the Scholarships and Prizes Officer, Student Administration. (1B214)

Telephone: (02) 6201 2612

e-mail scholarship@adminserver.canberra.edu.au

Website: http//www2.canberra.edu.au/stuserv/crsd/scholarships/

Prizes

- Faculty of Applied Science
- Faculty of Communication
- Faculty of Education
- Faculty of Environmental Design
- Faculty of Information Sciences and Engineering
- Faculty of Management and Law

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.

Chancellor's Commendation

The Chancellor's Commendation will be an *ad hoc* award made by the Chancellor to a graduating student who has not been awarded a University Medal or the Convocation's Herbert Burton Medal. It is an award for achievement in spite of overwhelming difficulties or for achievement of a notable outcome worthy of recognition.

Faculty of Applied Science

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

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 ACT Branch of the Royal Australian Chemical Institute offers an annual prize to the student whose performance in the level 3 Chemistry subjects is most outstanding.

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 Division of the Mapping Sciences Institute of Australia offers an annual prize to the best student in Geographic Information Systems (GIS) for outstanding achievement in cartographic excellence.

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 Australian Institute for the Conservation of Cultural Material offers an annual prize to be awarded to the best student completing the conservation of cultural materials stream in the Bachelor of Applied Science course.

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, and who has made a significant contribution to sport in the community.

The Australian Psychological Society prize is awarded to the most outstanding student completing the Graduate Diploma course in Psychology.

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

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

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 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 NSW Branch of the Australian Institute of Medical Scientists offers an annual prize to the student demonstrating general excellence for the specialisation in medical laboratory science in the course leading to the degree of Bachelor of Applied Science.

The Royal Australian Institute of Parks and Recreation (ACT Region) offers a prize to the most outstanding student in the final year conservation and land management studies.

The Royal College of Nursing Australia `High Achiever Award' is offered to the graduating student with the best overall academic result in the pre-registration undergraduate degree course in Nursing.

Faculty of Communication

Apple Computer - Desktop Publishing 1 prize will be awarded annually to the best academic student enrolled in the subject Desktop Publishing 1.

Nancy Lane prize for academic excellence and professionalism will be awarded annually to a student completing the undergraduate Library and Information Studies course.

Tektronix Australia Pty Ltd offers an annual prize, known as the Tektronix Award, to the student who achieves the best academic result in the subject Desktop Publishing 2.

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

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

The firm of Wizard Personnel and Office Services Pty Ltd offers an annual prize to the most outstanding student completing the subject Office Management 1/2.

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 Leanne Harvey Ford Award prize is offered to a student in a Librarianship course for excellence in the area of services for young people.

The Media Entertainment and Arts Alliance offers The Gordon Burgoyne Memorial 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 Public Relations Institute of Australia (ACT) offers an annual prize to the most outstanding student completing the Bachelor of Communication course with the highest score in the six Public Relations subjects 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 Tourism Council Australia (ACT) offers an annual prize to the best graduating student in the undergraduate degree course in Tourism.

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

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.

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

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 subject Mathematics 1/2.

The Sanchia Bolton Memorial prize will be awarded annually to a second year student undertaking an undergraduate degree with the best results specialising in Japanese Studies.

Faculty of Environmental Design

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 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 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 ACT Housing Prize is offered to the outstanding student for a project in all areas associated with residential housing.

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

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

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 subjects Environmental Services 1 and 2.

The Carole Lomas Award for Design Development offers prizes to be awarded to one second year student and one third year student in Landscape Architecture who has demonstrated the greatest improvement and growth in their design ability over that year.

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 subject or program.

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

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

Faculty of Information Sciences and Engineering

The ACT Branch of the Australian Institute of Physics offers an annual prize to the best student in the six credit point subject Electromagnetic Waves.

The Canberra Branch of the Australian Computer Society offers a prize each semester to the most outstanding student in the subject Software Technology 1.

The Canberra Division of the Institution of Engineers, Australia offers two annual prizes (the W.E. Sansum Medal) to the most outstanding graduate in the fourth year of an engineering course, and (the Jennifer Cox Memorial Prize) to a second year student of an engineering course who has achieved the best performance in either the subject Electronic Engineering 2A or in the subject Electronic and Computer Engineering 2.

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 subject Mathematics 1/2.

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

The firm of Class Technology offers a prize to the student with the best academic result for the subject Object Oriented Software Design.

The Gordon Aitchison Prize is offered to the student with the best overall results in the subjects Engineering Physics 1A and Electronic Engineering 1.

The Institution of Electrical Engineers (IEE) offers an annual prize to the student who achieves the best overall result in the third year subjects, Electronic Engineering 3 and Electromagnetic Waves.

The Institution of Radio and Electronics Engineers Australia offers an annual prize (known as the IREE Australia Prize) to the most outstanding graduate enrolled in the undergraduate degree course in Electronics and Communication Engineering.

The Mirion Y Bearman Award for Excellence prize is offered to the graduating student with the best overall performance in individually assessed final year computing subjects.

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

Faculty of Management and Law

Allen Allen & Hemsley prize for Commercial Law will be awarded annually to the best Commerce (Accounting)/Law double degree student as determined by grade point average.

Baker & McKenzie Commercial Law prize will be awarded annually to the outstanding Commercial Law student as determined by the Head of School.

Blake Dawson Waldron prize for Public Companies Law will be awarded annually to the best student based on overall assessment in the subject Public Companies LLB.

Blake Dawson Waldron prize for Equity will be awarded annually to the best student based on overall assessment in the subject Equity LLB.

Clayton Utz Third Year Law prize will be awarded annually to the student with best total grades in the subjects Law 1 - Law 6 inclusive.

Deacons Graham & James Prize in Administrative Law will be awarded annually to the best student in the subject Administrative Law.

Deacons Graham & James Prize in Litigation and Dispute Processing will be awarded annually to the best overall student in the subject Litigation and Dispute Processing LLB.

Freehill Holingdale & Page Prize for International Trade Law will be awarded annually to the best student in the subject International Trade Law.

Freehill Hollingdate & Page Prize for Business Administration/Law will be awarded annually to the best Business Administration/Law student as determined by grade point average.

Malleson Stephen Jaques Prize for Banking and Finance/Law will be awarded annually to the best graduating student in the Commerce (Banking & Finance)/Law double degree.

Malleson Stephen Jaques Prize for Corporate Law will be awarded annually to the best Masters in Corporate Law student as judged by the course converer.

Meyer Boettcher & Clapham Prize for Excellence in Client Interviewing will be awarded annually to the best Performance in Client Interviewing Competition as judged by competition organisers.

Minter Ellison Prize in Commercial Law will be awarded annually to the best graduating Commerce (Accounting)/Law double degree student as determined by total grade point average.

Minter Ellison First Year Law Prize will be awarded annually to the best first year law student as measured by results in the subjects Law 1 and Law 2.

Phillips Fox Prize for Commercial Law will be awarded annually to the student with the highest grade point average in the penultimate year of their Commerce (Accounting)/Law double degree.

Professional Careers Australia Pty Ltd Accounting, Banking and Finance/Law prize which will be awarded annually to the best student in Accounting, Banking and Finance/Law double degree.

Professional Careers Australia Pty Ltd Information Technology/Law prize which will be awarded annually to the best student in the Information Technology/Law double degree program.

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 subject Strategic Management M in that year.

The ACT Minister for Justice and Community Safety's Alternative Dispute Resolution Prize will be awarded annually for the best Alternative Dispute Resolution Paper submitted for the subject Litigation and Dispute Processing LLB.

The ACT Minister for Justice and Community Safety's Litigation Prize will be awarded annually to the student judged by the Head of School to be the best advocate as measured by performance in mooting and related activities.

The Australian Human Resources Institute offers a prize to the student for the best work-related project in the subject Human Resource Management 2.

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

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 Management, and who has displayed special merit in the final year.

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 Economic Society Prize will be awarded annually to the best student completing the undergraduate degree course in Applied Economics.

The firm of Coopers & Lybrand, Chartered Accountants, offers an annual prize to the student who has the best performance in the subject Accounting and Finance 3A.

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 subject Advanced Auditing.

The firm of Ernst and Young, Chartered Accountants, offers an annual prize to the student with the best result in the subject Portfolio Theory and Management.

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 Gaye Forrester Public Sector Accounting Award will be awarded annually to the best female student completing the undergraduate degree course in Accounting who is acceptable for admission to the Australian Society of Certified Practising Accountants (ASCPA).

The Institute of Public Administration Australia (ACT Group) offers an annual prize to the best student in the subject Introduction to Public Administration.

The National Tertiary Education Union Prize is offered annually to the best undergraduate student in the subject Women and Organisations.

The Totalcare Industries prize is offered each semester to the best student completing the subject Business Management.

University Services and Facilities

- Health and Counselling Services
- Information Services
  - Audiovisual
  - Computing and Networking Facilities
  - CWIS (Campus-Wide Information Service)
  - Library
- International Office
- Ngunnawal Centre for Aboriginal and Torres Strait Islander Education
- Student Support Services
  - Learning Support Services
- Personal Support Services
- University Residences

Health and Counselling Services

Health Services

The aim of the Health Service 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/mole examinations;

* dressings;

* physiotherapy;

* first aid - treatment of minor fractures, cuts and burns;

* lung function tests;

* hearing tests;

* blood tests (eg cholesterol, HIV, Hepatitis B, blood group);

* 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 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. There is a $5 booking fee for physiotherapy consultations.

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

Health Insurance: Although most medical services at the Health Service are bulk-billed for students, it is essential to be clear about details of any private health insurance cover you may have. It is also essential that you have a Medicare number, or for international students, a Medibank Private number. If you are still on your parents' Medicare 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 subsidises medical care and PBS 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 any other conditions, which may affect their ability to study, are advised to make early contact with the Health and Counselling Services as well as the Disabilities Liaison Officer 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: (02) 6201 2351

Information Services

Audiovisual

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 the Computer Centre, Building 10.

Enquiries: Computer Centre Helpdesk (02) 6201 5500 or e-mail: helpdesk@isd.canberra.edu.au.

Computing and Networking Facilities

The Computer Centre, Building 10, houses most of the University network and computing infrastructure, numerous teaching computer laboratories and the Computer Centre Helpdesk. For access to some laboratories, and after-hours access, students will need to use their university identity card. Staff may also need their staff card for access at certain times.

The Building 10 teaching laboratories contain network connected PC and Mac equipment. The lab machines range from very basic PCs or Macs to full multi-media workstations with CD-ROM drives, ZIP drives, large colour screens and access to scanners and colour printers. The lab facilities are open 24 hours per day, seven days a week to authorised students. The University computer facilities, University network and the Internet are available for the purposes of University studies.

Two basic, general access labs are open 24 hours per day to all students. All lab machines contain, as a minimum, software for word processing and Internet access. The PCs have Computer Based Training packages installed for self-paced training in most commonly used PC applications.

All students are entitled to an e-mail account that can be obtained from the Computer Centre Helpdesk located on level B in Building 10.

Limited dial-in facilities are available to students with special needs to allow e-mail and other network access from home. The University facilitates dial-in access for students in general through an external provider on a commercial basis.

The Computer Centre Helpdesk provides students with many services including general information technology support, user IT documentation, sales of computer consumables and electronic door access authorisation.

All enquiries related to Computing and Network services should be directed to the Computer Centre Helpdesk on (02) 6201 5500 or via e-mail to helpdesk@isd.canberra.edu.au.

CWIS (Campus-Wide Information Service)

The University of Canberra's Campus Wide Information Service, or CWIS, is an on-line interactive system that provides easy access to a range of information about the University and its people. The CWIS can be accessed from any workstation connected to the University network or to the Internet and via dial-in from home. Information including the University of Canberra Handbook, lecture and tutorial timetables, student services, University policy documents, University facilities, a campus events calendar, lecture notes, maps, user notes, pathfinders and discussion groups can be accessed electronically.

Library

The Library, Building 8 houses a large book and serial collection to support the course and research needs of students, and provides access to a large number of electronic information databases, both full text and bibliographic.

It also provides areas for individual and group study, a serials reading area, photocopying facilities, equipment for use with audio visual resources and public access terminals for library catalogues and selected network services.

General training sessions are offered to students at the beginning of each semester on the use of the online catalogue, electronic databases and the Internet.

The Loans Desk provides long and short term borrowing services for all currently registered students and staff.

The Information Desk provides assistance on using the Library facilities. A wide variety of user documentation and Library information guides are also available.

Enquires can be made at the Library Information Desk, (02) 6201 2282 or e-mail info@isd.canberra.edu.au

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.

The University offers a wide range of courses to international 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 delivering a range of services to international 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 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 ACED. Interested persons should contact the AusAid 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. 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 ACT 2601, Australia. Telephone: 61 6201 5342, facsimile: 616 201 5040.

e-mail: iso@adminserver.canberra.edu.au

Internet address: http://international.canberra.edu.au

Ngunnawal Centre for Aboriginal and Torres Strait Islander Education

Academic leadership and overall responsibility for the Centre rests with the Academic Director. Academic staff develop and teach the Foundation subjects 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 subjects 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 Subjects:

003209 Foundation Communication Skills

003213 Foundation Study Skills

Location: 7B6

Academic Director:

Associate Professor Tracey Bunda (02) 6201 5028

Further information: telephone (06) 201 2998.

Student Support Services

Learning Support Services

These are listed below and details can be obtained by referring to the instructions given.

Academic Support Program

Location: 1C8. Provides support in language and study skills for all students from non-English speaking backgrounds. See entry under Faculty of Education.

Communication Learning Resource Centre

Location: 1C33. See entry under Faculty of Communication.

Curriculum Resources Centre

Location: 5A22. See entry under Faculty of Education.

Ngunnawal Centre

Location: 7B6 telephone (02) 6201 2998. See also separate entry, and entry under Personal Support Services.

Nursing Resource Centre

Location: 12C26. See entry under Faculty of Applied Science.

Science Resource Centre

Location: 3A36. See entry under Faculty of Applied Science.

Student Resource Centres

Location: 11C45. See entry under Faculty of Information Sciences and Engineering.

Location: 6B37. Group study room for students in the Faculty of Management and Law.

Students with Disabilities

Location: Student Services, 1B24, telephone (02) 6201 2205

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 Disabilities Liaison Officer. 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.

Study Skills

Location: Student Services,1B24, telephone (02) 6201 2205

The Study Skills program assists students to adjust to study and manage study tasks to achieve the best possible academic outcomes in accordance with their potential. It also teaches specific study skills on a one-to-one or small group basis, presents seminars and workshops targeting particular groups or needs, and provides individual advice on study difficulties or other difficulties which impact on study performance. Hours are 9am to 5pm, Monday to Friday including the semester break.

Personal Support Services

A summary of these services is given below. Further information can be obtained from each service.

Careers and Student Employment

Location: 1B26, telephone (02) 6201 5221

The service offers students assistance with part-time employment during their course of study, professional careers counselling for prospective and enrolled students, including the use of computer software to assist with career decisions. Assistance is also given in 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. Insurance coverage for course-related voluntary (unpaid) work experience and internships can be arranged. A Careers Library is also maintained.

Chaplaincy

Location: The Chapel, 1C75; Chaplaincy Office : 1C75b, telephone (02) 6201 2052

There are four chaplains on campus - Anglican, Roman Catholic, Uniting Church and Liberal Catholic who hold services throughout each week. A Prayer Room for Islamic worship (1C24), and an office for counselling and related interviews are also provided. Services for students of other faiths are available from time to time. Information is displayed on University notice boards, or consult the Chaplaincy team.

Child Care

Wiradjuri Pre-School Child Care Centre

Early application is essential, telephone (02) 6201 2087. The centre provides early childhood education and care for 2-5 year olds. See also entry under General Facilities.

Kinnari Early Childhood Centre

Early application is essential, telephone (02) 6201 2951. The centre provides child care for children from six weeks to five years. There are two types of care: permanent (50 weeks per year) and semester (18 weeks). See also entry under General Facilities.

Dean of Students

Location: 11C18, telephone (02) 6201 2421/2153

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 advocate 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 Dr Van Le in the Faculty of Information Sciences and Engineering, and he may be contacted at all reasonable times.

The Associate Dean of Students is Dr Helen James, 1C169, telephone (02) 6201 2332.

Equity Office

Location: 1D120, telephone (02) 6201 2148

The Equity Office raises awareness about equal opportunity rights and responsibilities and provides independent advice and a safe place for students to seek support and voice their concerns about issues such as sexual harassment.

Health and Counselling Service

Location: 1B124, telephone (02) 6201 2351

See separate entry in this section - University Services and Facilities.

Health Assessment Clinics

Location: School of Nursing 12B14, telephone (02) 6201 5129.

The services are provided by qualified staff are free of charge and include eye assessment clinic, skin, hearing and asthma clinics.

International Office

Location: 1B142, telephone (02) 6201 5342

See separate entry in this section - University Services and Facilities.

Ngunnawal Centre

Location: 7B6, telephone (02) 6201 2998

The Centre provides social, cultural and academic support to all Aboriginal and Torres Strait Islander students on campus and promotes understanding of Aboriginal and Torres Strait Islander issues in the University and the wider community. This is achieved through developing contacts with government departments and private enterprise; by providing opportunities for Aboriginal and Torres Strait Islander students to be involved with matters affecting their social and academic development, and by providing university access for Aboriginal and Torres Strait Islander students to the academic mainstream and assistance to those already in the mainstream.

Student Loans

Location: Student Services, 1B 24, telephone (02) 6201 2205

The University provides a loans service to those students who need a short term loan for accommodation on campus, books and other education expenses, 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.

University Residences

The University of Canberra Residences offer a unique environment that is home to over 1,000 young adults. The Residences provide students with the convenience of on-campus living as well as the opportunity to live in a truly vibrant multicultural community.

The University 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.

On-Campus Accommodation

Accommodation is offered each year to new students, continuing students, Australian and international students.

A Residential Agreement is required to be entered into prior to occupancy of accommodation.

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. Students may take advantage of the Iguana Cafe in The Hub, the Union Refectory or the student meal service for economical, wholesome meals if they prefer not to do their own cooking.

Eligibility for Residences

To be eligible for a room in a University Residence on campus a student must

* not have parents resident in the Canberra/Queanbeyan area; (Canberra residents may be eligible for a place after all interstate and overseas needs have been addressed);

* be enrolled as a full-time students at the University for the semester in which accommodation is required;

* accept the offer of accommodation accompanied by the accommodation semester fee, room deposit and signed Residential Agreement 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 a letter addressed to the Director, University Residences and include it with their application.

Accommodation Semester Fees

Accommodation fees for 1999 are $1862.00 per semester for International House and $1634.00 per semester for other areas. A small number of rooms at slightly cheaper rates are also available. Detailed information on room rates is available from the Residential Services Office. As well as accommodation fees, an activities and equipment fee of $10.00 and the Residential Students Organisation fee of $10.00 per semester must be paid. The fee for the compulsory Semester 1 orientation program for new residents is $115.00. Fee levels are reviewed annually. The residential calendar consists of 38 weeks per year.

There is also a room deposit charge of $150.00 which must be paid in addition to the accommodation semester fee. The Residential Agreement covers a full semester period (19 weeks). A refund of accommodation fees can only be allowed in cases where extenuating circumstances exist. Cancellation fees may apply.

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

The accommodation fee for the full semester and room deposit must be paid in advance and the Residential Agreement must be signed before occupancy of a room is allowed. Part payment of accommodation fees is not possible. Australian students are able to access a student loan scheme if prepayment presents difficulties.

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

Applications - New Students

To obtain an application form for University accommodation, either tick the appropriate box on the UAC application form or apply direct to the Residential Services Office. Further information on fees and other details about accommodation available throughout the year are available from:

The Residential Services Office

University of Canberra ACT 2601

Telephone (02) 6206 3500

New students must submit applications for University accommodation early in December to be considered for a place the following year. Students should not wait until an Offer of Place in a course at the University is made.

Offers of on-campus accommodation to new students are made immediately after the Universities Admissions Centre (UAC) offers are made.

Allocation of Rooms - New (to Residences) Students

New students who have been offered accommodation can secure the room by the payment of the full semester accommodation fee, room deposit charge and by signing the Residential Agreement no later than the closing date specified in the Offer of Room in Residences.

New students are expected to move into Residences on Sunday morning, 14 February 1999. Every effort will be made to meet room preferences; however, no guarantees can be given that the area preferred will be the area in which accommodation will be offered. Please note that room allocation information cannot be given over the telephone.

Residential Orientation Program

A Residential Orientation Program will be held from 14 February to 21 February 1999. This is a compulsory program for all first year students who accept an Offer of Accommodation. Students are welcomed by the Vice- Chancellor and the Director of University Residences. A full program of essential information relating to the wide network of residential support services, activities and settling-in assistance is provided.

`Late Offers of Accommodation' are often made. Students who receive a Late Offer should note that rooms will be retained for them only if the full semester accommodation fee has been paid and the Residential Agreement signed by the date shown on the offer letter.

Waiting List - New Students

New students who are not successful in obtaining an offer of accommodation will have their names placed on a waiting list. Students on the waiting list should contact the Accommodation Office during Orientation/Registration Week in person to ascertain their position on the waiting list. Late offers are often made and many students who were unsuccessful in the main round of offers are successful as a result of cancellations. Students who wish to submit late applications must complete a `1999 Application for Residential Accommodation' form and lodge it with the Residential Services Office. Late applicants will be placed on the `waiting list' and must 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.

Applications - Returning Students

Returning students, that is those already living on campus and who wish to continue living on campus in the following year, should contact the Accommodation Office in person early in September to complete an application form which must be lodged by the closing date.

University Policy on Smoking

The University has adopted a policy of "no smoking" in University buildings, including University Residences. Students are advised that a contravention of this policy is in breach of the Student Conduct Rules and in breach of the Residences House Rules as set out in the Student Residences Booklet.

Private Accommodation

A private accommodation listing service will be available in 1999 to assist those students who are unsuccessful in securing a room on campus at the beginning of the year. The University does not enter into negotiation with householders on behalf of students.

Residential Services Office

The Residential Services Office is located in Cooinda Hut 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.

Parcels are kept in the Residential Services Office and a notice is placed on the mail collection box. Students need to show their student ID card and sign for collection of the parcel.

Services for Residents

The Residences Management Team comprises a wide range of people including the Director of University Residences, a Residential Counsellor, Accommodation Office staff, Residential Officers, Senior Residents, Residential Assistants and Deputy Residential Assistants. This large support network is located throughout the Residences and the University.

The Residences Management Team provide guidance, support and pastoral care for the residents to help them adapt to the academic, residential and social life of the University.

The University provides a security service for the University Residences and a service to chaperone students from areas such as the Library, Computer Centre and other campus buildings to the Residences in the evenings.

Room Deposit Refunds

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

Please note that refunds cannot be processed without first lodging a refund application form. This procedure takes approximately 14 days during semester. However, all end of semester refunds, that is from week 17 onwards, can take longer due to the volume of work.

The Accounts Section will issue your refund in Australian currency. Please note there is no provision for early refunds or refunds in any overseas currency.

Cancellations

If, after payment of your full semester accommodation fee up-front, you decide to cancel and not move in to Residences, the following applies

* A $50.00 cancellation charge applies if a student pays for accommodation and then cancels, without moving in.

* As the Orientation Program is compulsory, this is a non-refundable fee.

* If you decide to vacate your accommodation after moving in, then you are in breach of your Accommodation Residential Agreement.

Provision is made, however, to consider refunds for cases where special circumstances exist. Each case with special circumstances will be examined individually by the Director, University Residences.

Accommodation during Vacation Periods

See the inside front cover of the Handbook for dates of mid-semester breaks and vacation period between Semesters 1 and 2.

There is provision for students who are returning for the following semester to remain in residences over these periods but conditions apply. As the University takes in conferences during these times, students may be required to vacate their room (including all their belongings) and move to designated vacation blocks for the duration of the break.

Storage Facilities

The University offers a storage facility free of charge to residential students who will be returning to Residences the following semester. The storage facility is operated by the Caretaker from Monday to Friday and conditions apply. For further information please contact the Residential Services Office.

General Facilities

- Childcare on campus
- Mail Services
- Parking
- Telephones
- University of Canberra Union (UCU)

Childcare on campus

Kirinari Early Childhood Centre

Kirinari Early Childhood Centre, a cooperative 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, plus the exam weeks, 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: (02) 6201 2339 for booking information.

Wiradjuri Pre-school and Child Care Centre

The centre provides a high quality educational program and care for 38 children aged from 2-5 years. The staffing team consists of the Director, Assistant Administrator and five preservice teachers from the Bachelor of Education (Early Childhood) program.

The centre is an integral part of the BEd course and conducts research on behalf of course lecturers in monitoring the theory and practice in Early Childhood Education. 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: (02) 6201 2087 or (02) 6201 2494

Fax: (02) 6201 5360

e-mail: careenl@education.canberra.edu.au

Mail Services

The public post box on campus is cleared Monday to Friday on University working days throughout the year. It is located in The Hub near the Pharmacy and is cleared at the times stated on the box. Stamps are sold at the post office. A box for University internal mail, cleared daily on University working days, is located on the concourse near the entrance foyer on level B 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.

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 Australian Capital Territory.

Telephones

Public Telephones

Telstra provides public telephones at various locations depending on usage. The phones are available at the following locations:

Building 1, level B Foyer

Building 1, level B Union Foyer

Building 1, level A Union Bar

Building 3 Foyer

Building 8 Foyer

Building 10 Foyer

Building 11 Level A

International House

University Village

Arscott House

I - N Student Residences

Unisafe Phones

These are phones provided by the University that can be used to dial internal University numbers, 000 Emergency Services, University Security, NRMA Road Service, ACT taxis and Home Link numbers free of charge. These phones are available at the following locations:

Building 1 at the level C University Entrance

Building 1 on the Concourse outside the Security Office

Building 5 on the north-west A level entrance

Building 6/7 in the foyer at the north where the two buildings join

Building 9 at the south-west B level entrance

Building 10 outside the main entrance on Kirinari Street

Building 12 in the foyer

Building 14 in the foyer

The University Village at the Resources Centre near the car park

College House outside the southern entrance

Arscott House outside the courtyard entrance

Telephones in Student Residential Rooms

Residential students have the option to have phones in their rooms. Contact the Residential Services Office for information.

University of Canberra Union (UCU)

A student of the University of Canberra automatically becomes a UCU member on payment of the Services and Amenities Fee. Member categories include staff from the University and life, honorary and associate members. UCU operates under a constitution approved by the University Council and is governed by a Board of elected and *exofficio* members. The chair is a member of the University Council.

UCU is the community centre of the University and is responsible for the provision of a wide range of services including food and beverage lounges, a theatre and exhibition gallery, general recreational areas, retail shops, sports and recreation centre, ovals, conference and catering facilities and a licensed post office. The campus radio station, CUeFM, is sponsored by the Union.

UCU provides a wide range of services from a free legal advice to recreational courses, an overseas graduate placement program to frree accident insurance cover.

It organises a range of social, cultural and sporting activities for its members throughout the year. Activities include dances, concerts, film nights, inter-varsity sports championships, lunchtime performances, debates, market days, theme events, and photographic and art competitions. The Graduation Ball and the Blues and Leadership awards are significant annual events.

There is an excellent variety of clubs and societies affiliated with the UCU ranging from recreational and faculty based groups, to highly competitive sporting clubs. A clubhouse with barbecue facilities is located near the playing and training fields an the recreation centre. There are over fifty clubs presently operating and students interested in forming a new club are able to do so if sufficient members support them.

The refectory serves a variety of food including hot and cold fact food, Middle-eastern foods, Asian food including sushi, and contains a coffee lounge and bakery and a bar with provision for entertainment. Nearby in The Hub are the Iguana Café and bar, the UCU shop and post office, Leonardo's hair salon and CUeFM, the campus radio station. The Gallery restaurant; UCU Conference Centre and meeting rooms are located above the refectory.

UCU seeks to provide opportunities for members of the campus community to relax, make new friends, extend and broaden their experience and support and facilitate their educational endeavours.

Location: For further information: UCU Access, Building 1, off the Concourse.

Telephone: (02) 6201 5350

Commercial Facilities

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

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: (02) 6251 1874

Cooperative Bookshop Limited

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

Prescribed texts for subjects will be displayed on boards outside the Co-op Bookshop, from the middle of February for Semester 1 and in July for Semester 2. Subjects 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 week of each semester.

Telephone: (02) 6201 2207

Credit Union

The Credit Union of Canberra has served students and staff of the University of Canberra for over twenty years. The Credit Union offers a complete range of financial products and services and places a special emphasis on members' needs. The Credit Union of Canberra has a branch located in the Union Office and an ATM on the concourse near Union Access. Membership is open to all Canberra residents.

Location: Union Office Building 1 B level (off the concourse).

Hours: 9am - 2.00pm for transactions, and 2.30pm - 5pm by appointment Monday - Friday, excluding public and University holidays.

Telephone: (02) 6201 2006 UC Branch, 1300 361 761 Administrative Office.

Fax: (02) 6251 4177 UC Branch, (02) 6215 7171 Administrative Office.

Campus Pharmacy

Campus Pharmacy provides all pharmaceutical needs - prescriptions, medications, health care items, surgical and sports dressing, cosmetics and beauty aids, perfumes, personal requisites, photographic processing, gifts and soft toys, Australian souvenirs, hats and scarves. The pharmacy carries the films and photographic supplies needed for all projects requiring photography.

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

Hours: 9am - 5.30pm Monday - Friday, excluding public and University holidays.

Telephone: (02) 6201 5331

Fax: (02) 6253 1567

Hairdresser

Leonardo's Uni Salon: Professional service in all aspects of hairdressing, catering for women and men.

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

Hours: 9am - 5.30pm Monday and Tuesday; Wednesday, Thursday and Friday, extended hours by appointment, 9am - 12.30pm Saturday, excluding public and University holidays.

Telephone: (02) 6253 3056 or (02) 6201 2097

Travel Service

STA TRAVEL organises all domestic and international travel arrangements. Anyone can use STA however we have special rates for staff and students for 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: (02) 6201 2280 or (02) 6251 6505

UCU Shop

The UCU Shop sells stationery, drawing equipment, 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. A new resource centre will open in 1999 offering students and staff photocopying, laminating, binding and printing services.

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

Hours: 8.30am - 5.30pm Monday - Thursday

8.30am - 5pm - Friday excluding public and University holidays.

Telephone: (02) 6201 5003

UCU Post Office

The UCU Post Office is located next to the Commonwealth Bank and offers students and staff full postal services including national and international postage, air mail, express post, stamps and packaging, money orders, and bill payments.

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

Hours: 9am - 5pm Monday - Thursday

9am - 4.30pm - Friday excluding public and University holidays.

Telephone: (02) 6201 2046

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    - Australian Centre for Arts Education
    - Centre for Research in International Education
    - Centre for Research in Learning and Teaching
    - Centre for Research in Science, Technology and Environmental Education
  - Faculty of Environmental Design
    - Centre for Environmental Philosophy, Planning and Design
  - Faculty of Information Sciences and Engineering
    - Centre for Applied Geometric Analysis and Statistics
    - Human-Computer Communication Laboratory
    - Survey Laboratory
- Other Centres
  - Australian Centre for Regional and Local Government Studies
  - Canberra Centre for Writing and Culture Studies
  - Centre for Developing Cities
  - Centre for the Enhancement of Learning, Teaching and Scholarship (CELTS)
  - University of Canberra Asia Research and Development Institute (UCARDI)
- Affiliated Bodies
  - Australian Mathematics Trust
  - University of Canberra College
  - University of Canberra Foundation
- Bursaries and Scholarships
  - Bursary
    - Lorna May Award
  - Scholarships
    - Scholarships for Undergraduate Study
    - Scholarship for Undergraduate or Postgraduate Study
    - Scholarships for Postgraduate Study
    - Industry-funded Scholarships
    - Externally Administered Scholarships
- Prizes
  - Faculty of Applied Science
  - Faculty of Communication
  - Faculty of Education
  - Faculty of Environmental Design
  - Faculty of Information Sciences and Engineering
  - Faculty of Management and Law
- University Services and Facilities
  - Health and Counselling Services
  - Information Services
    - Audiovisual
    - Computing and Networking Facilities
    - CWIS (Campus-Wide Information Service)
    - Library
  - International Office
  - Ngunnawal Centre for Aboriginal and Torres Strait Islander Education
  - Student Support Services
    - Learning Support Services
  - Personal Support Services
  - University Residences
- General Facilities
  - Childcare on campus
  - Mail Services
  - Parking
  - Telephones
  - University of Canberra Union (UCU)
- Commercial Facilities
  - Banking Services
  - Cooperative Bookshop Limited
  - Credit Union
  - Campus Pharmacy
  - Hairdresser
  - Travel Service
  - UCU Shop
  - UCU Post Office

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) subjects 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.

Approved Study Program also called Course Approval means a pattern of subjects 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 subjects and their future enrolment.

Assessment Grades

See section on Notification of Results of Assessment.

Award means a degree of doctor, master, graduate diploma, graduate certificate, degree of bachelor or undergraduate 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 subject or subjects, 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 who are required by the Academic Board (through the Admissions Scholarships Committee) requires to pass certain subject(s) in a certain time in order for them to continue with their course.

Conditional Progress (sometimes called Conditional Exclusion) refers to students whom a Faculty Board requires to pass certain subject(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 either undertaken at the University of Canberra or another institution.

Credit Points, in relation to a subject in a course, means the number of points assigned to the subject as an indicator of the amount of work required in that subject. 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 subject. Credit points are used in the calculation of the amount of HECS for which students are liable.

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 subjects are offered.

Elective Subject means any subject 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.

Exemption is approval from the course convener to substitute other subjects for required subjects in a course of study.

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 has an EFTSU value greater than or equal to 0.375. Students with less are defined as part-time. Full-time/ Part-time is not a reflection of the time of day classes are held. Please note that Austudy base their eligibility requirements on a student's HECS load and not on the total credit points of the study program.

Grade Point Average is an overall measure of academic achievement for a group of subjects and/or students, in which each subject result is given a grade point value (PX = 3, P = 4, CR = 5, D = 6, HD = 7, N = 0) and these values are averaged over the relevant subjects and/or students. (For details refer to Academic Board Resolution 96/7/24).

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 subjects) means a set of sequential or related subjects, typically of at least 18 credit points with at least three credit points of at least level 3, 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 Subject is a subject requiring permission to enrol from a lecturer-in-charge of that subject.

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 subject 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.

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 he or she should not be excluded from their studies.

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 may include a program relating to a part only of that course, eg, a semester study program.

Subject means a subject of study entered in the Subject Register and includes a subject of study or the equivalent undertaken by a student at another tertiary institution with the approval of the relevant Faculty Board.

Subject Level means the level of difficulty of a subject and includes

D for doctoral level;

M for masters level;

PG for postgraduate level;

G for graduate level; and

H for honours level

1-6 for undergraduate subjects (where 1 represents first year).

Thesis

(a) Masters degree thesis

A masters degree thesis shall

* display a sound knowledge of the field of the thesis including recent contributions to that field; and

* include a substantial critical review of the field.

A masters degree thesis may or may not include an original contribution. There are three types of masters thesis:

* 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.

* Type 2 Thesis (Masters by Research) is the result of a Masters by Research course which 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.

* Type 3 Thesis (Masters by Coursework) is the result of a Masters by Coursework course which 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.

(b) PhD Thesis

A PhD thesis involves 100 per cent of the overall credit point value of the degree being devoted to a research project and thesis. 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.

(c) Professional Doctorate Thesis

A Professional Doctorate thesis or its equivalent in another medium occupies 66 per cent or more of the overall credit point value of the degree. A professional doctorate thesis or its equivalent in another medium must demonstrate a knowledge and understanding of its area of investigation comparable to a PhD. It must afford evidence of originality shown by creative work, either the discovery of new knowledge or the application of independent critical thinking to an existing body of knowledge. If the creative work is presented in a medium other than a thesis, the candidate shall also provide an explanatory treatise which

* explains the contextual and theoretical underprinning of the creative work; and

* analyses its content and/or offers reflection on its relevance in professional practice.

Undergraduate Courses are the initial types of tertiary level study and can lead to awards of Diploma and Bachelor.

Variation of Course 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 a designated person.

General Information for Students

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. Procedures for lodging appeals against a Fail or PX result are in place; refer to the item on Appeals in the Academic Progress section of the Handbook.

Advice on various other matters is given in this section of the Handbook and in the Services and Facilities section in the chapter The University.

Student Administration

Students and potential students seeking advice on administrative matters relating to such things as admission procedures, enrolment requirements, registration of a study program or liability for HECS payments, should seek advice initially from the Student Administration Enquiries Desk. If necessary, enquiries will then be referred to appropriate staff in the administration, or administrative staff in the Faculties.

Location: Level B, Building 1

Enquiries: (02) 6201 2225

e-mail: stuadmin@adminserver.canberra.edu.au

Graduate Studies Office

The Graduate Studies Office provides up-to-date and authoritative information relating to the policy and procedures governing postgraduate study at the University.

The Office receives applications for admission to postgraduate courses and enrolment and academic progress requests from Australian and New Zealand citizens, and administers the progress and examination of doctoral students.

Policy documents, a guide for postgraduates and information sheets on individual processes, like requirements of a thesis and the examination procedure, are available from the Office.

Location: Level B, Building 1 Student Administration

Enquiries: Telephone: (02) 6201 5442/2154, facsimile: (02) 6201 5439

e-mail: postgrad@adminserver.canberra.edu.au

For the purposes of the Australian Capital Territory's *Freedom of Information Act* 1989, requests for access to documents under the *Freedom of Information Act* should be directed in the first instance to the Secretary of Council.

Cancellation of Subjects

The University reserves the right to withdraw a subject of study indicated as available in a particular semester if the number of students enrolled for that subject in that semester is insufficient to justify its presentation, or if other circumstances make effective presentation impracticable.

Cashiers' Office

The Cashiers' Office is located in Room 1B103, level B of Building 1 in the University Accounts Section (near the Student Administration Enquiries 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.

Common Class-Free 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 and Grievances

The University encourages students to resolve any difficulties as early as possible by discussion with the other party. If the matter is not resolved, the following procedures apply:

Procedures for review of subject results are described in the section on Academic Progress. Procedures for complaints about sexual harassment are described later in this section.

All other matters are handled under the Student Grievance Resolution Procedures, copies of which are available from the Dean of Students, Faculty offices and Student Administration. Under these procedures, the student may ask the Dean of Students to arrange mediation and if necessary, a formal hearing.

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.

Human Research and Animal Experimentation Ethics

The University has two Ethics Committees (the Committee for Ethics in Human Research and the Committee for Ethics in Animal Experimentation) which examine and approve proposals for research involving human subjects and experiments that involve the use of vertebrate animals.

All research or teaching programs involving human or animal subjects are required to be approved by the relevant institutional ethics committee. Some subjects enable students to gain experience in animal dissection and experimentation. These experiences are designed to increase students' understanding of animals and their structure and function, and may be optional should a student have reasonable grounds for not wishing to participate in them. Some subjects may require experiments involving animals or research with human subjects for professional training. In that event the subject outline distributed in Week 1 of the semester will describe any such requirements.

Enquiries: refer to Committees of Council in The University section of this Handbook.

Insurance

The University maintains insurance policies to protect itself against a variety of risks. Students should note, though, that no general personal accident cover is held on behalf of students. Unless caused through the negligence of the University, injuries sustained by students are the students' own responsibility in respect of treatment. Accidents should be reported to the Occupational Health and Safety Office in the first instance.

Insurance cover for personal items in residences and elsewhere on campus, is the responsibility of the student, not the University.

The University does maintain some insurance to cover students while engaged in field excursions and work experience. Students will be informed of this as appropriate by the Faculties or the Careers and Employment Service.

Enquiries: Building 1, Level B, Room 101B

Telephone: (02) 6201 2464

Intellectual Property

The University has established a policy to clarify the rights and obligations of the University, its staff and its students with respect to intellectual property. The policy seeks to strike an equitable and workable balance between the rights of originators and the interests of the University. The policy is publicly available on the University network.

Ownership

Enrolled students of the University own the intellectual property created by them in pursuit of their studies but the University may assert an interest where:

* generation of the property has involved substantial use of institutional resources and/or services beyond that which is ordinarily provided to students; or

* generation of the property has resulted from use of pre-existing intellectual property owned by the University; or

* the property forms part of intellectual property generated by a team of staff and students of which the student is directly or indirectly a member; or

* the property has been generated as the result of project-specific funding provided by or obtained by the University.

Where the University asserts an interest under this section ownership will be negotiated on a case by case basis in accord with the principles of the policy.

Where the University makes a claim to ownership of intellectual property generated by students the University will ensure:

* that the claim will not be allowed to interfere with the assessment of the student's academic performance; and

* that the student is treated in accord with the provisions of the policy.

Normally the University would not consider assisting a student to patent an invention or protect intellectual property created by the student unless the student assigns the intellectual property rights to the University in exchange for a proportion of the returns expected from commercialisation of the property.

The student associations act as sources of independent advice for students concerning intellectual property matters, and students are advised to seek such independent advice before they agree to undertake activities that may spawn intellectual property.

Lost Property

Mutually convenient arrangements can be made to inspect (for purposes of identification) and to recover lost items. Items will generally be held for a period of six months only.

Enquiries: Building 1 Reception Desk, Level C (1C149)

Telephone: (02) 6201 2204

Notice Boards

Other than by post, the main channel of communication from Student Administration and the Graduate Studies Office 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, examination timetables, and listings of non-fail results of assessment. There is a notice board outside the Graduate Studies Office (Building 1, Level B, Student Administration) for postgraduates and a scholarships noticeboard opposite the Cashiers' Office in Building 1.

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 the 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 activities are special programs for students whose first language is not English to assist them to adjust their learning styles to their new environment; for mature age students and for research students.

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 information book 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 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 deed poll.

All of these details can be registered by a student completing a 'Change of Personal Details' or 'Change of Address' form available from the Student Administration Enquiries Desk located on level B in Building 1.

Information held by the University about its students is confidential and the University is bound by the *Privacy Act* in handling this information. The University will not release information about its students to others without the permission of the student to whom the information relates unless required to do so by law.

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 Subjects

Some subjects have been designated by Faculty Boards as a quota subject. These are identified in the Descriptions of Subjects section of the Handbook. Students should enquire about their enrolment with lecturers in charge of these subjects.

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 Equity 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.

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 enforceable under the Student Conduct Rules.

Special Government Policies

The NSW Health Department and the NSW Department of School Education have special requirements and policies of which intending students of both health-related and education courses should be aware. Whilst these requirements do not directly impact on students studying in the ACT, students who subsequently study in NSW (undertaking clinical/internship placements) or graduates seeking employment in NSW will be directly affected. Students may consult the University of Canberra Admissions Office, telephone (02) 6201 2596 for further information.

Statutes and Rules

The University has produced a book *Statutes and Rules*, a copy of which can be inspected at Faculty offices and at the Student Administration Enquiries Desk. This information is also available on the CWIS.

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 and to the lawful directions of its officers. 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 Director of Student Administration, or from the Secretariat and Planning Office.

Cheating, plagiarism and similar misconduct

The University of Canberra issues the following advice to its students in relation to cheating, plagiarism and similar misconduct in student work, especially in work submitted for assessment.

The advice is based on traditions of respect for knowledge, scholarship and scholars. Also, upon a conviction about the importance of educating students to have similar values and to acquire skills that will enable them to understand this heritage and begin to contribute to it.

All scholarship is based on the work of others and that debt must be explicitly acknowledged in every instance by stating from where facts, concepts and arguments are derived. Acknowledgement is appropriate whether or not an author's actual words, figures or images are quoted or whether the ideas are incorporated in the students own work in a different form.

The University will not tolerate appropriation of others' work without acknowledgment; it regards such appropriations as ethically unacceptable behaviour.

The most important function of a University education is to equip students to appreciate and practice scholarship. University degrees signify that students have attained a level of appreciation and skill acceptable to the University. It is in this context that work submitted by students must be their own. Work taken from others does not fulfil an educational function and it undermines the standards of the University. Therefore, the University cannot allow students to submit the work of others as their own.

Some examples of unacceptable conduct follow.

Plagiarism

The appropriation by reproducing, para-phrasing, summarising or otherwise presenting them in altered form, of another person's ideas or arguments without acknowledgment.

Plagiarism includes submitting work prepared by another author, including another student, as one's own.

Fake claims on work done

Only sources actually consulted should be included in references. Where they have been found in others' work the actual source read should be cited **not** the original work.

Others forms of deception and dishonesty

The breaking of any rules about which notes, books or other unauthorised materials may be taken into an examination is a form of cheating and is unacceptable. Students in any doubt about examination rules should inquire of their lecturers or examination supervisors.

The University regards cheating, which includes plagiarism, making false claims and other forms of dishonesty, as a serious academic offence. A severe penalty will be imposed on anyone found guilty of such conduct.

Penalties

The Student Conduct Statute 1992 defines examination to mean any task required to be undertaken by a student for the assessment of the student's performance in a subject of study.

The Misconduct in Examination Rules 1992 define misconduct to include

(a) cheating; and

(b) plagiarism; and

(c) reproducing in, or submitting for assessment for, any examination the work of another person, whether in whole or in part and whether with or without the knowledge of the other person; and

(d) except with the approval of a Dean of the Faculty that administers, or the Deans of the faculties that jointly administer, a subject of study, submitting for an examination any work previously submitted for an examination relating to that subject; and

(e) failing to comply with the University's instructions to students in relation to an examination; and

(f) acting, or assisting another person to act, dishonestly in, or in connection with, an examination.

Evidence of misconduct in an examination will be taken into account by the member or members of staff responsible for the assessment of any work submitted to the University. It is the view of the University that a piece of work in relation to which misconduct has occurred should be failed and that failure in the subject may also be appropriate.

The relevant Dean of the Faculty will be informed and, under rule 9 of the misconduct in Examination Rules 1992, the Dean will call the student in for an informal discussion, counselling and warning. If it appears that further action is necessary, the Dean will either recommend to the Faculty Board that the student be failed in the subject or decide that formal action should be taken at a Summary Inquiry under rule 11 of the Misconduct in Examination Rules.

Action under rule 11 of the Misconduct in Examination Rules is appropriate when, in the opinion of the Dean, the alleged offence is aggravated by repetition or by indication of a systematic attempt to deceive the examiners.

The Dean of Students, the Students' Association and CUPA are available to advise students who are concerned with possible breaches of the rules. (Academic Board Resolution AB92/6/3).

Student Identification Card

Each student on campus is issued with a student identification 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 details, the borrowing of books and other materials from the Library, sitting for formal examinations, door access to certain buildings on campus, 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 removed from a University building or 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 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.

A lost or damaged identity card can be replaced by completing the appropriate form at the Student Administration Enquiries Desk and submitting payment of the appropriate fee at the Cashiers Office in Building 1.

Students are advised that an identity card is issued for their use only and should not be made available to other persons.

Students who terminate their studies or vary their study loads before the end of the year for which the card is on issue should submit their card to Student Administration for destruction, or correction of study load, as the case may be.

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.

Student Responsibilities

A document based on Australian Universities Vice-Chancellors' Committee (AVCC) generic guidelines on `Universities and their students: expectations and responsibilities' has been agreed to by the University's Academic Board and student associations. A copy of this document titled *Guidelines on Institutional Responsibilities towards Students and Student Responsibilities* may be inspected at Faculty Offices, at the Students' Association office and at the CUPA office. It may also be read on the Campus-Wide Information Service (CWIS) at http://www.canberra.edu.au/secretariat/studresp.html

Admission Procedures

- Admission Requirements - Undergraduate Courses
  - Australian secondary studies
  - Access Scheme
  - Previous Australian Tertiary Studies
  - Other Applicants
  - Non-Award Studies
  - Cross-Institutional Studies
  - Overseas Qualifications
  - Proficiency in English
- Admission Requirements - Graduate Courses
  - Masters Degree by Research
  - Professional Doctorate Degree
  - Doctor of Philosophy (PhD) Degree
- Other Admission Information
  - Excluded Students
  - International Students
- Applying for Admission
  - Undergraduate and Graduate Courses
  - Higher Degrees by Research
  - Graduate and Postgraduate Level Courses - Fee paying
  - Semester 2 Intake
  - Offer of Place
  - Acceptance of Offer
  - Deferment of Acceptance of Offer
  - Further Information
  - Register of Course Articulation between University of Canberra and the Canberra Institute of Technology

The admission procedures are established by the Academic Board. The Admissions Committee, a sub-committee of Academic Board, considers applications for admission to undergraduate, graduate and some postgraduate 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.

The current requirements are set out below, but if *further information and advice on any aspect of admission is necessary, you should contact the Admissions Office, telephone (02) 6201 2596*. Authoritative information can be given in writing only by Director, Student Administration. The University will not accept responsibility for any consequences that may result if advice is sought from any other source.

Eligibility for admission to the University does not guarantee an offer of a place in a particular course.

Australian secondary studies

Current NSW HSC and ACT Year 12

If you are a current NSW HSC or ACT year 12 applicant assessment of admissibility will be based on your performance in your final secondary studies.

Previous NSW HSC and ACT Year 12

If you have previously completed an ACT year 12 tertiary package, a NSW HSC or Leaving Certificate (after 1960) and have not attempted any further studies or had any substantial vocational experience, you will be considered for admission on the basis of a standardised score provided to the University by the Universities Admission Centre (UAC).

Interstate Year 12

Applicants from other states should have reached a level deemed to be broadly comparable to that required of either ACT secondary college or NSW HSC candidates.

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 or trauma; physical, psychiatric, psychological or learning disability, adverse home environment and/or responsibilities, language difficulties, attendance at a declared disadvantaged school; geographic isolation; or financial hardship.

An adjustment may be made to the admission rank 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 offers from the Universities Admission Centre (UAC).

Who is eligible to apply?

To be eligible under this Scheme, applicants for 1999 admission must:

* be an Australian citizen or permanent resident of Australia, and

* be sitting the 1998 NSW HSC (or equivalent) and be eligible for a UAI (or equivalent), or

* have completed the 1996 or 1997 NSW HSC (or equivalent) and have received a TER (or equivalent) and not have undertaken university, TAFE or any other tertiary level studies either in Australia or overseas in the meantime. (Tertiary is defined as diploma level study or above).

Prior to 30 September 1998, applications are made on a special Access Scheme form provided by the Universities Admissions Centre. After this date, you must apply through the 'Special Consideration' mechanism.

Who is NOT eligible to apply?

You are NOT eligible for consideration under the Access Scheme for 1999 admission if:

* you do not meet the eligibility requirements listed above (see Special Consideration below)

* you are an Aboriginal or Torres Strait Islander applying through the University's Foundation Program. Your educational disadvantage/s will be taken into account through this scheme. (See Aboriginal entry below).

Special Consideration

If you are not eligible to apply to the University's Access Scheme, you may be eligible to apply for 'special consideration'. Contact the Admissions Office, telephone (02) 6201 2596.

Aboriginal and Torres Strait Islander Entry

Aboriginal and Torres Strait Islander people seeking access to university education on the basis of their cultural/heritage background should apply for direct admission to the University (that is, not through the Universities Admission Centre). Please contact the Admissions Office for information, telephone (02) 6201 2596.

The University's Ngunnawal Centre provides a Foundation Program designed to encourage and assist Aboriginal and Torres Strait Islander people gain admission to the University. It also provides support to Aboriginal students. Information can be obtained by contacting the Ngunnawal Centre. Telephone: (02) 6201 2998.

Previous Australian Tertiary Studies

You will be considered for admission if you have been admitted to, and achieved a reasonable rate of progress at, any Australian university or in any nationally accredited course at any nationally accredited tertiary institution in Australia, include Private Providers.

Admission will be on a basis which considers ranks of various qualifications in order, from the highest to the lowest, UNLESS the applicant has a failing grade point average after two or more years of full-time equivalent study in their most recent university attempt, in which case that rank must be the one that is used for selection purposes. If you are in this position, please discuss your circumstances with the Admissions Office, telephone (02) 6201 2596.

Exclusion

If you have previously been excluded from a tertiary institution and you have not undertaken any study since being excluded, you must provide a detailed supporting statement directly to the University outlining reasons for such exclusion and why you believe you will be more successful in future studies if admitted.

In general, applicants who have been excluded will not be admitted unless they have demonstrated academic rehabilitation by successfully completing relevant subjects at TAFE or elsewhere, following exclusion.

Previous University of Canberra (UC) students applying to return after an absence

If you were enrolled at UC (or the CCAE) in previous years but have withdrawn from the course, you must apply to return to this University through UAC if you wish to enrol in any undergraduate course except for Education degree conversion course.

Students currently enrolled at University of Canberra

If you are currently enrolled at UC, and wish to apply for admission to another UC course for the next semester, you must apply directly to UC by the specified closing date.

Other Applicants

If you are not a school leaver you should be aware that in order to be considered for a place in an undergraduate degree program you will have to compete on merit for selection, on the basis of your qualifications.

In some cases, it may be possible to gain admission on the basis of substantial work experience. Documentary evidence of such employment (for example, letter from employer detailing duration of employment, category of position and the types of duties performed) must accompany your UAC application if you want it taken into account.

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) are of Aboriginal or Torres Strait Islander descent and have passed the University of Canberra's Foundation Program for Aborigines and Torres Strait Islanders.

(iii) applicants who have not successfully completed twelve years of schooling, and who do not have substantial vocational experience, 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:

(a) Abridged Year 12 Programs

* ACT applicants must complete three tertiary accredited Year 12 courses including English, undertake the Australia Scaling Test and obtain a Year 12 Certificate in one year.

* NSW applicants must complete between five and nine HSC subjects of study including English in one year.

(b) University Preparation Scheme (UC-PREP)

* This program is delivered by the University of Canberra College, a private institution associated with the University of Canberra. 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.

For more information, telephone the University of Canberra College on (02) 6201 3524 or the University of Canberra Admissions Office on (02) 6201 2596.

(c) Canberra Institute of Technology, Certificate in Pre-Tertiary Studies. Applicants must satisfactorily complete three out of the four available subjects, including English. For more information, telephone the Canberra Institute of Technology on (02) 6207 4960.

(d) Special Tertiary Admissions Test (STAT). This test is administered by UAC. The University encourages all applicants who have not completed Year 12 or have not previously undertaken any appropriate study, or do not have substantial vocational experience, to sit the STAT. If you have been excluded from a university during the past two years, you are ineligible to apply through this scheme. Dates on which this test will be conducted are notified in the Universities Admission Centre (UAC) Guide each year.

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.

(e) Successful completion of an approved bridging or preparatory course conducted by an Australian university, TAFE institution or other recognised provider.

Assumed Knowledge

It will be assumed that applicants have attained a level of competence in English suitable for tertiary studies. In addition, many courses assume that applicants will have achieved satisfactory levels in particular subjects. Refer to Faculty entries for further details.

Non-Award Studies

The University has the following arrangements for Non-Award studies:

Non-Award - (Examinable)

Students wishing to take subjects towards a professional qualification or for career improvement should apply for 'Non-Award Studies (Examinable)'. Applicants do not need to meet normal minimum admission requirements. They are asked however to attach a detailed statement outlining their motivation for studying their chosen subjects. Notification of the University's approval will accompany a subsequent Offer of Place.

Undergraduate students who pass at least two subjects on a Non-Award (Examinable) basis, are permitted to apply through the direct admissions system to an award course. A subsequent offer, however, may depend on the actual level of achievement in the Non-Award studies. Please contact the Admissions Office, telephone (02) 6201 2596 to discuss this option.

Non-Award - (Non-Assessment)

People wishing to take individual subjects for interest only should apply for 'Non-Award Studies (Non-Assessment)' and attach a detailed statement including the subject or subjects they wish to take in the coming semester and their reasons for doing so. There are no other admissions requirements to be met. Subjects 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 in 1999 is being maintained at the 1998 level and is set at $425 per credit point.

Cross-Institutional Studies

UC students may be permitted to include in their courses a subject or subjects undertaken simultaneously at a host university. Enquiries should first be made with the relevant UC Faculty.

Students wishing to complete an award course of another institution at this University should apply for the 'Cross Institutional Studies Program', providing a copy of the recommended subjects from the Registrar of their home institution.

There is a specific application form for Non-Award studies, available from Student Administration.

Overseas Qualifications

Applicants with overseas qualifications will be considered. Qualifications must be translated if they are in a foreign language. Applicants with overseas qualifications may have to demonstrate proficiency in the English language.

Proficiency in English

You do not have to provide proof of proficiency in English if you were BORN in:

Australian, Canada, Fiji, Ireland, Kenya, New Zealand, Papua New Guinea, Singapore, Solomon Islands, South Africa, United Kingdom (including Northern Ireland), United States of America, Western Samoa or Zambia, AND have at least one qualification from one of the countries listed, AND the language in which you undertook the qualification was English.

You do not have to provide proof of proficiency in English if you were NOT BORN in one of the above countries, BUT you have undertaken senior secondary study or at least one year of full-time tertiary study in one of these countries, AND the language in which you undertook this qualification was English.

Applicants may 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 (a fee applies). An overall score of 6.0 may be considered in some courses and a score of 6.0 or better in Writing is necessary for the BA (Professional Writing) course; or.

(c) having achieved a 'C' pass in the Cambridge Certificate of Proficiency in English; or

(d) scoring 75 or better in the Combined Universities Language Test (CULT); or

(e) the successful completion of the TAFE Certificate IV 'English for Academic Purposes' or CIT Certificate IV 'English Spoken and Written' (including 'Further Study' module); or

(f) having completed at least the full-time equivalent of two years of successful tertiary study in a non-science area at an overseas institution where the medium of instruction is English, or

(g) having achieved a C pass in the GCE 'A' level subject English; or

(h) having completed an International Baccalaureate in English language; or

(i) having achieved a C pass in the STPM subject English 1119; or

(j) having achieved a C pass in the HKALE subject Use of English; or

(k) having achieved a score of 155 in the verbal component of the STAT; or

(l) the satisfactory completion of the University of Canberra or ANU Preparation Scheme; or

(m) the satisfactory completion of the ANU Special Adult Entry Scheme; or

(n) the satisfactory completion of the CIT Certificate in Pre-Tertiary Studies; or

(o) having achieved a pass of 60% or better in the component subject of the CIT Pre-Tertiary Certificate known as 'Pre-Tertiary English'.

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.

Applicants should provide originals, or certified copies, of all their documents, or it may not be possible to process their application for admission.

The University Higher Degrees 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 are expected to discuss their research interests and possible supervisors with the relevant Faculty prior to submitting an application for admission.

Masters Degree 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. Refer to the section on Definition of University Terms for details of thesis types and academic requirements.

Professional Doctorate Degree

Applicants seeking admission to a professional doctorate program normally shall

* have a degree of bachelor in the relevant professional field and five years professional practice in a relevant field; and

* provide a curriculum vitae which includes:

(i) a statement of at least 5 years of professional experience emphasising work done of a recognised high professional standing;

(ii) any relevant publications the applicant has authored.

Special requirements for admission of an applicant to a professional doctorate program will vary depending upon the patterns of professional education applicable to the Faculty and will form part of the accreditation document for the course. The Faculty administering a professional doctorate program is responsible for recommending to the University Higher Degrees Committee any additional conditions of admission for a particular candidate.

Doctor of Philosophy (PhD) Degree

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 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 independent professional performance. Further information on honours equivalence is available from the Faculty or the Graduate Studies Office.

When an application for candidature is being considered by a Faculty, the degree on the basis of which the applicant is seeking admission must be in a field of study which is regarded by the Faculty concerned as appropriate.

Special requirements for admission to a PhD degree course will vary depending on the particular area of research.

Where an applicant is seeking admission to a PhD program on the basis of honours equivalence, the University Higher Degrees 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.

Generally, in addition to fulfilling admission requirements, candidates for research degrees are admitted depending on the proposed research topic the availability of appropriate supervisors and the availability of funds and resources to support the study.

Other Admission Information

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 higher education institution will be required to satisfy the Admissions Committee, or the University Higher Degrees 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.

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 at the University. Proof of educational qualifications such as certified copies with translations and English language competence should be submitted as early as possible (preferably before 30 December in year preceding commencement of studies).

For further information about admission to University courses for international students, see the section titled 'International Office' in the University section of this Handbook.

Applying for Admission

Undergraduate and Graduate Courses

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 1825

UAC applications must normally be received by the last working day in September. Late processing fees apply thereafter until mid-December, when UAC applications close.

Exceptions

Applicants in one of the categories below should apply directly to the University of Canberra. Forms can be obtained from the Student Administration Enquiries Desk in Building 1 at the University or by writing to the Director, Student Administration:

* full fee paying international students should apply to the International Office;

* Aboriginal and Torres Strait Islander applicants;

* University of Canberra internal transfers;

* applications for cross-institutional studies, non-award studies, and Education Conversion courses;

* applicants for graduate and postgraduate courses.

Direct applicants applying for admission in Semester 1 may do so until mid-February; however a late processing charge of $80 may be applied after mid-December. Offers of Place are subject to the number of vacancies.

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 on time 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 certified copies of testamurs).

Higher Degrees by Research

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;

* obtain certified copies of academic qualifications;

* obtain supporting documentation, including academic references;

* 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 at this University and why it is not possible to undertake the degree at another institution;

* obtain any other information requested by the relevant Faculty.

Time of Lodgment

The documents listed above should be lodged as set out below:

for masters by research and professional doctorate applications

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) or up to mid-February of the year of commencement;

for PhD applicants

* if accompanied by a scholarship application - by 1 October of the year preceding the year of commencement;

* not accompanied by a scholarship application - at any time during the year.

Place of Lodgment

The documents listed above should be lodged

* with Student Administration if the applicant is an Australian or New Zealand citizen or permanent resident; or

* with the International Office if the applicant is to be enrolled as a full fee-paying overseas student.

Research Proposal

It is preferable to have a full research proposal accompany an application for admission. However, if this is not possible, it is important that enough information about the research proposal is provided initially to enable the nature of the topic to be assessed and for appropriate supervision to be considered.

Details regarding specific requirements for research proposals are contained in the application form for PhD, PD, Masters by Research, and Honours candidates. Please read this form carefully and comply with the instructions.

Graduate and Postgraduate Level Courses - Fee paying

All graduate and postgraduate courses at UC attract fees, other than the Graduate Diploma in Education, a first postgraduate diploma in general nursing, or higher degrees by research programs. Students in these courses contribute via the Higher Education Contribution Scheme (HECS).

The University does, however, have a limited number of HECS places available in some areas. Applicants who gain a HECS place will receive further information on their HECS obligation and the options for remitting that debt with their offer of place.

Advice on fee levels in available from Student Administration (HECS and Fees Office), telephone (02) 6201 2615. Courses with HECS-funded places only or courses that are full fee paying only are identified.

Semester 2 Intake

There is usually a limited second semester intake for most courses; enquiries, however, may be directed to Student Administration. Applications to begin study in Semester 2 should be made by the first week in 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. The student is required to pay the Service and Amenities Fee and indicate course fee payment options at the time of enrolment.

If enrolment is not completed, and where there are exceptional circumstances that prevent you for continuing your studies the University of Canberra's current policy on fee refunds allows for a refund of the acceptance fee less a cancellation charge.

Deferment of Acceptance of Offer

The University grants deferment of the acceptance of an Offer of Place to intending students. Applicants seeking to defer their acceptance must notify the university by the date for accepting their Offer of Place. Deferment applies only to a coursework program leading to an award. Deferments are normally for one academic year.

Contact the Admissions Office for further information on the procedure and any restrictions that may apply.

International students may defer but should contact the International Office for advice.

Further Information

Persons seeking further information concerning admission should contact the Student Administration Enquiries Desk, telephone (02) 6201 2225, or write to the Director, Student Administration, University of Canberra ACT 2601. 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, Diploma and Advanced Diploma courses from the Canberra Institute of Technology may be granted advanced standing towards nominated University of Canberra degree courses.

The granting of advanced standing may depend on the electives or subjects successfully completed in an Associate Diploma. Advanced standing may be granted as well on a subject-by-subject basis. Further details may be obtained from Student Administration.

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 Subject Enrolment

New Students

Students will receive enrolment information shortly after receiving 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 subjects 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. The registration form, and a listing of all the subjects offered, together with other general information on whom to contact with specific queries on re-enrolment, will be available from the Student Administration Enquiries Desk in Building 1. Confirmation of the registration of a semester 2 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. Students may also confirm their enrolment by visiting Student Administration. All students receive a confirmation of enrolment letter 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) or 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 Administration Enquiries Desk.

The University offers two forms of honours level studies:

(a) A bachelor honours degree may be awarded following the completion of a one year stand-alone bachelor honours degree course. Such courses are only available for students who have completed a three year bachelor pass degree in a similar field of study. The course would predominantly be spent on research or on a project.

(b) A degree with honours may be awarded following the completion of a four year or longer course, or a graduate bachelor degree course, to a student who has shown outstanding performance from an early stage of the course and who has undertaken a more demanding academic program than that required of a student undertaking the course as leading to a pass degree.

Students seeking to undertake studies described in category (a) above need to lodge an application for admission to honours level studies by the closing dates specified by Academic Board. If an Offer of Place in an honours degree program is made by the University, the successful students should accept the offer and register a study program according to the procedures for new students described in the section on Enrolment.

The procedures for awarding honours in category (b) programs are administered by the relevant Faculty.

Masters Degree and Doctoral Students

Students enrolled for masters degree and doctoral degree 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 doctoral programs and masters degrees by research will be sent a guide to postgraduate study at the University of Canberra. For further information contact the Graduate Studies Office in Student Administration.

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.

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.

This Handbook is the principal collection of information of importance to potential and continuing students. Supplementary information may be authorised by either the designated person or Academic Board and issued by Student Administration or by particular Faculties.

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 subject prerequisites. In the event of changes in subject 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 subjects does not constitute approval to count the subject or subjects 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 subjects 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 subject or subjects to be taken. Secondly, the student must have the prior approval of this University, which will normally be given only for study in subject areas which are not available within the University. Thirdly, the student must register with Student Administration their intention to undertake external studies.

Students who are currently enrolled, 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 subject or subjects from the other institution.

The Director, Student Administration 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 Director, Student Administration of the outcome of assessment for the subject or subjects 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 1, and by the end of week 1 in Semester 2. Finalisation of enrolment entails:

(i) payment of the Amenities and Services/SA or CUPA membership fee; and

(ii) registration of a study program for the academic year comprising one or more subjects 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 subject as appropriate; and

(iv) for students undertaking a HECS funded course, 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;

(vi) payment of course fees if you are a fee paying student.

Continuing students seeking to register (or add subjects to) a study program for Semester 1 on or after 1 February may 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 the Dean of the Faculty or delegate in charge of the subjects concerned.

A late penalty charge may be imposed on any student wishing to add subjects to or change subjects in his/her study program from the first day of semester for Semester 1. The Director, Student Administration is empowered to waive or reduce this late charge where the Dean of Faculty certifies that such an addition or change was necessary on academic grounds.

No applications to add subjects to a study program can be accepted after 31 March for Semester 1, or 31 August for Semester 2.

Confirming Subject Enrolment

It is vital that students ensure that they are correctly enrolled. This can be done by checking their computer record at the Student Administration Enquiries Desk in Building 1. A confirmation of enrolment letter is sent to all students during week 3 of each semester. This letter confirms a student's course, their registered subjects and their HECS option. The letter also indicates whether any aspect of a student's enrolment is incomplete. Note that after a certain time in the semester it is not possible to alter a student's subjects because of government and HECS legislative requirements.

Academic Progress

- Credit Points for Subjects
- Withdrawal or Change of Subjects
- Year-long Subjects
- Leave of Absence
- Withdrawal from a Course
- Changing to a New Course
- Advanced Standing
- Exemption/Substitution of Subjects
- Assessment
- Student Progress
- Illness
- End-of-Semester Examinations
- Notification of Results of Assessment
- Exclusion from Studies
- Appeals
- Obligations Statute
- Maximum Period to Complete a Course
- Transcript of Academic Record
- Course Completion
- Graduation Ceremonies - 1999

Credit Points for Subjects

A credit point is an indicator of the amount of work required in a subject and represents a workload of about four hours per week throughout the semester for an average student. This means that a three credit point subject, 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 subject. A full-time student will normally undertake a 12 credit point workload each semester. However, under the New Academic Program continuing students may find their standard workload will vary from this.

Students are advised that their enrolment in any subject 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 subjects totalling more than 14 credit points in any one semester. A student may seek approval from the Dean to undertake a greater load.

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 Subjects

Students wishing to remove subjects from, or add subjects to, their current or future semester study programs should lodge a Change of Subject form at the Student Administration Enquiries Desk. From the first day of semester until the date gazetted as the HECS census date, students may withdraw without having a financial liability under HECS. From this date, which for 1999 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 subject after the census date.

However, it is possible, until 4.30pm on the last Friday of the class free period, to withdraw from a subject of a semester program and receive a result of Withdrawn (WD) for that subject (though the HECS liability will remain unchanged). Where a student withdraws from a subject within the first four weeks of semester, the student's academic transcript will not reflect that subject.

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 subject of their semester program will receive a result of Fail (N) for that subject. In the latter case a student may apply for the Fail (N) result to be converted to a Withdrawn (WD) result, but only on the grounds of illness or some other valid reason. A form, Conversion of Fail to Withdrawal Result, is available from the Student Administration Enquiries 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. This form *cannot* be submitted after the last day of semester.

Year-long Subjects

If a student removes a year-long subject within the first four weeks of the semester in which the subject was commenced, the subject will be deleted from the student's record. If a student removes a year-long subject between the commencement of Week 5 and the end of the class free period in the following semester, the subject will record a WD (Withdrawn) result. If a student removes a year-long subject after the class free period for Semester 2, a N (Fail) result will be recorded for the subject.

Leave of Absence

Eligible students may apply for a leave of absence of studies for a minimum of one complete semester, subject to Faculty approval. Applications for leave of absence must be lodged by the Friday preceding the semester for which the deferment is sought. Doctoral students require permission from the Higher Degrees Committee to take leave of absence. Details are given on the application form.

Withdrawal from a Course

Students withdrawing from a course will be regarded as withdrawn from all subjects in current or future semesters. Notification of course withdrawal should be submitted on the Total Course Withdrawal form available from the Student Administration Enquiries 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 refund of the Amenities and Services Fee less a cancellation charge where special circumstances prevent the student from continuing their course. See Amenities and Services Fee Refund Policy. Notification of course withdrawal and application for a fee refund must be received before the HECS census date for the semester if a refund is sought.

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 Administration Enquiries Desk. Applications from current University students are considered together with all other applications for admission to that course.

Advanced Standing

Recognition of Prior Learning

Enquiries may be directed to Student Administration.

Credit (previous studies completed at another institution)

The granting of credit in a subject is based on previously completed studies which are judged to be substantially similar in standard and content to the subject in which status is being sought. Credit is equivalent to the achievement of a satisfactory pass result in the subject offered by the University.

A student applying for status must submit a completed Application for Advanced Standing form to the Student Administration Enquiries Desk, together with all pertinent documentary evidence, as early as possible and not later than the fourth week of their initial semester for credit to be awarded in that semester. Advice should be obtained from the student's course adviser at the time of enrolment, particularly if the granting of credit will affect a current semester's study program, as the matter needs to be decided prior to the HECS census dates. Students should not register in the subjects for which they are seeking credit.

A maximum limit on the number of credit subjects to be included in a course is determined by the total number of subjects in the course. Students wishing confirmation that credit subjects can count towards their course should seek an approved study program from their course convener.

Confirmation of the granting of credit will be mailed to the student by Student Administration.

Credit 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 credit that will be awarded. Students seeking credit based on these agreements should still apply for status in the manner described above.

Credit (previous University of Canberra Studies)

Subjects from a complete or an incomplete University of Canberra course are available for credit to another course. Students seeking confirmation that subjects will count in their new course should seek an approved study program from their course convener. Also, students applying for credit must submit to the Student Administration Enquiries Desk a completed Application for Credit form.

Exemption/Substitution of Subjects

If you have successfully completed studies in a previous course and the study is similar in content to one or more required subjects in your current course, you may seek an exemption. You should consult with your course convener to seek approval for exemption together with approval for the substitute subjects you must undertake in lieu of the exempted subject/s.

The exemption and substitution of subjects is subsequently endorsed by the Faculty's Board of Studies meeting through a Variation of Course Requirements.

Assessment

Assessment for each subject 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 subject by the Faculty. The method of assessment for each subject offered by the University is available from the Faculty concerned at the commencement of semester.

Students should familiarise themselves with the methods of assessment prescribed for each subject they undertake.

Student Progress

If students fail to make satisfactory academic progress in their course, they may be sent a "Faculty warning" or may be asked to "show cause" why they should not be excluded from their course. The criteria on which a Faculty Board will decide whether or not a student's academic progress is satisfactory are available from the relevant Faculty Office.

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 Director, Student Administration 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 subject. 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 of the subject 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.

End-of-Semester Examinations

The final timetable of examination sessions for those subjects having final examinations will be posted on Student Administration's notice boards in the concourse level lobby of Building 2 (B Floor) and displayed in the Student Administration Enquiries Desk area at end of week 12.

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 in the Disabilities Office in order to complete the necessary documentation after Week 9 of each semester (when the preliminary timetable is released).

Examination script books are the property of the University, and are retained for one semester after examinations are held. The lecturer in charge of a subject is responsible for providing reasonable access for students to their own script books only.

Notification of Results of Assessment

The grading system used for both undergraduate and graduate subjects at the University is as follows:

HD High Distinction

D Distinction

CR Credit

P Pass

UP Ungraded Pass (pass grade for subjects assessed on a Pass/Fail basis only)

PX Conceded pass (does not meet prerequisite requirements)

NW Fail result based on written notification of withdrawal from subject after due date

NX Fail result based on failure to reach pass grade in a subject having completed all the subject assessment requirements

NC Fail result based on failure to complete one or more of the assessment requirements for the subject

NS Fail result based on failure to sit for a final examination (NS is an optional subcategory of NC)

NN Fail result based on non-participation in a subject

WD Withdrawal approved by Faculty for good cause

WH Withheld result

CNT Subject continuing over more than one academic year

The grade PX may be used for some subjects approved by Academic Board to indicate that, although the student has passed the subject, no enrolment in higher level subjects in that discipline will be permitted unless the student repeats the subject and a grade of Pass or better is achieved.

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 identification 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 Administration Enquiries Desk before the examination period finishes. Results may also be published on CWIS.

Exclusion from Studies

A student whose progress in a course of study or subject 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 not be directed to discontinue the course of study or a particular subject.

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 subject, 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 subject will be advised of the period of exclusion in the notice of exclusion.

Appeals

Students who are dissatisfied with a Fail or PX grade may seek a review of their result.

The Procedure for Review of Subject Results is available from Faculty offices. The first step is to consult the lecturer-in-charge of the subject on the Monday following the official publication of results. If the Monday is the first day of the semester, the lecturer-in-charge of the subject may be consulted on the Tuesday.

If the issue is not resolved by discussion with the lecturer, the student may request mediation and if necessary, a formal hearing. Strict timelines apply as set out in the Procedure.

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 enrolment or re-enrolment and 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, diploma or certificate to which their course leads. The maximum period for the completion of a course leading to a bachelor degree is normally ten years. The maximum period for completion of a course leading to a postgraduate award varies. The 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 Director, Student Administration.

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 Administration Enquiries Desk.

Students who have completed the academic requirements of their course will automatically receive one free transcript when the course completion is certified by the Faculty, subject to any restrictions under the Obligations Statute or other University legislation. For courses completed prior to 1996, the free transcript will be provided on written request from the student, subject to the abovementioned restrictions and University legislation.

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. 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 prior to completion of the course. Students cannot be admitted to a graduate award without evidence of graduate status.

Students who have not had course completion certified at the Faculties Examiners Board meetings on 9 July and 26 November 1999, may not be able to have their award conferred at one of the ceremonies being held in July and December 1999.

Graduation Ceremonies - 1999

The University ceremonies for the conferring of awards will be held on Thursday 29 July and Friday 30 July and on Thursday 16 December and Friday 17 December 1999. Students who notify Student Administration by week 8 of their final semester, that they expect to complete the academic requirements for their course at the end of that semester, will be sent an invitation to the July or December graduation by week 14. The invitation will be mailed to a student's term address in anticipation of the course completion being certified at the Examiners Board meetings. Students who have their course completion certified at the Examiners Board meetings and whose award is duly approved by Council, will be included in the list of graduands for the July or December conferring of awards ceremonies.

Students who have their course completion certified at other Faculty Board meetings will be invited to attend the next appropriate graduation ceremony.

University Academic Dress

Academic dress for the University consists of a black cloth academic gown, black trencher and hood. The colour of the hood lining distinguishes the level of award.

Diploma (3-year)

Black hood with turquoise blue lining

Degree of Bachelor (3 and 3.5 - year)

Black hood with red lining

Degree of Bachelor (4-year)

Black hood with maroon lining

Degree of Bachelor (5 and 6-year)

Black hood with pale grey lining

Graduate Diploma and Graduate Certificate

Black hood with gold lining

Degree of Master

Royal blue hood with horizon lining

The dress for a degree of Doctor is a royal blue gown with gold facings, a black bonnet and hood.

Doctor of Philosophy

Royal blue hood with horizon lining

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.

Fees and Charges

- Higher Education Contribution Scheme (HECS)
  - HECS Up-front Payment Option
  - HECS Deferred Payment Option
  - HECS Partial Up-Front Payment Option
  - Lodgement of HECS Payment Options Declaration Form
  - HECS Liability Statements
  - Refunds of HECS Up-front Payment
  - Remission of HECS Debt under Special Circumstances
- Amenities and Services Fee
  - Amenities and Services Fee Refund Policy
  - Other Costs
  - Financial Assistance

Higher Education Contribution Scheme (HECS)

The information that follows is correct at the time of going to press. There may be amendments that will apply at the time of enrolment.

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 non-differential HECS annual fee is $2520 for continuing full-time students; however, the fee will increase in 1999. The increase is normally relative to the increase in the Consumer Price Index (CPI). From January 1997, the Federal Government introduced a new regime of 'differential' HECS rates for students commencing a new course of study. The current differential HECS rates for full-time students are $3356, $4770 and $5503. Additional information in relation to differential HECS can be obtained from the HECS & Course Fees Office, telephone (02) 6201 2616/5366.

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 on a HECS liable basis are required to submit a HECS Payment Options 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 and The Guide for New Students booklets that are both published by the University).

In completing the HECS Payment Options form, students are required to choose either the HECS Up-front Payment Option, the Deferred Payment Option or the Partial Up-Front option. Details are as follows:

HECS Up-front Payment Option

If a student chooses the Up-front Option 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 may be imposed if payment is made after the stipulated dates. (Refer to the Vital Enrolment Information booklet or The Guide for New Students for dates).

HECS Deferred Payment Option

If a student chooses the Deferred Payment Option, 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.

HECS Partial Up-Front Payment Option

Students who choose this option must:

1. Pay at least $500 for which a 25% is given. (Please refer to 'HECS - Your Questions Answered 19xx' for detailed information. A copy of the booklet can be obtained from Student Administration at the University).

2. Complete a payment Options Declaration form quoting their Tax File Number. This will enable the University to advise the Australian Taxation Office of the amount the student is deferring. Further, at Part C of the form the student must tick both the Deferred box and the Yes box to indicate that they wish to make a partial Up-Front payment.

3. Make their partial Up-Front payment by the end of Week 1 of semester.

Additional information can be obtained by contacting the HECS & Course Fees Office on (02) 6201 2616 or (02) 6201 5366.

Lodgement of HECS Payment Options Declaration Form

Once a HECS Payment Declaration Options 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

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.

HECS Liability Statements

A HECS Liability Statement is sent to all students within 30 days of the HECS census date. If the student considers that the information on the statement is incorrect, he/she should submit a written appeal to the Director, Student Administration clearly stating the reason why the record is incorrect. Appeals must reach the University within 14 days of issue of the original notice.

Refunds of HECS Up-front Payment

Students who withdraw from a course/subject(s) after the HECS census date may be able to apply for a HECS refund. Consideration may be given to cases where there are special or exceptional circumstances. In such cases, in order to apply for a refund, students must obtain an application form from Student Administration. The application together with supporting documentation must be lodged with the University by the dates stipulated by the University.

Students who withdraw from a course/subject(s) before the HECS census date are entitled to a full refund of their Up-front HECS payment. Students must request a refund of their HECS Up-front payment in writing. If no request is received, the funds will be credited to a subsequent semester.

Information about HECS refunds and applicable dates for refunds can be obtained for the HECS & Course Fees Office on (02) 6201 2616 or (02) 6201 5366.

Remission of HECS Debt under Special Circumstances

Students who defer their HECS payment and who withdraw from a course/subject(s) after the HECS census date must apply for remission of their HECS debt with the Department of Employment, Education, Training and Youth Affairs (DEETYA). Students who withdraw from a course/subject(s) prior to the HECS Census date do not incur HECS liability.

Application forms and additional information can be obtained by contacting the HECS & Course Fees Office on (02) 6201 2616 or (02) 6201 5366.

Amenities and Services Fee

While at the University, all students pay a compulsory Amenities and Services Fee paid annually as determined by Council. This fee must be paid each year by the Friday preceding the beginning of the first semester of study. 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 Director, Student Administration and then paying a late penalty charge. The Amenities and Services Fee for 1999 is $232.00.

Amenities and Services Fee Refund Policy

The University of Canberra has a fee refund policy for situations where special circumstances exist. Students who take leave of absence or withdraw from their course due to special circumstances must submit an application for a refund by the HECS census date of the current semester, 31 March for Semester 1 or 31 August for Semester 2. If the application is successful a refund of the Acceptance Fee/Amenities and Services Fee less a cancellation charge will be sent to your address. No refunds of the Acceptance Fee/Amenities and Services Fee will considered after the HECS census date.

What special circumstances are accepted?

Each application will be examined and determined on its own merits. As a general guide, the special circumstances should

* be sufficiently grave for it not to be possible for you to continue your studies,

* be beyond your control. These can include

Medical reasons - where a medical condition exists or has changed to such an extent that you are unable to continue your study.

Family/personal reasons - such as death or severe medical problems within the family, or unforeseen family financial difficulties, and it is unreasonable to expect you to continue your course of study.

Employment-related reasons - where your employment status or employment arrangements have changed so that you are unable to continue your study.

Course-related reasons - where the University has changed the subject or course it had offered and you are disadvantaged by *either* not being able to complete the subject or course, *or* not being given credit towards other subjects.

Please note: Special circumstances will generally not include:

* lack of knowledge or understanding of the acceptance/enrolment process,

* obtaining and accepting an offer of place at another university.

For further information please contact the Enrolments Officer in Student Administration or telephone (02) 6201 2117.

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 Student Administration, 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 or to pay travel costs associated with professional experience or internship placements. They may also need to purchase specified items of equipment and/or materials for subjects that they may be required or elect to undertake as part of their course. Refer to Faculty entries under "Field Classes", "Professional Experience", "Laboratory Equipment" and "Materials" for further information.

Details of costs for fee paying courses are available from the Faculty offering the course.

Financial Assistance

For information on bursaries and scholarships, refer to The University section of this Handbook. For information on financial assistance for needy students please refer to Personal Support Services in The University section of this Handbook.

Financial assistance is provided by Centrelink for students studying full-time and part-time.

Youth Allowance is available to eligible full-time students aged 16 to 24; full-time students aged 25 or over who were getting Youth Allowance before they turned 25 and are still doing the same course, and young people up to 21 who are combining part-time job search and part-time study.

Austudy payment is available to eligible full-time students aged 25 years and over.

Full-time students must be formally enrolled in an approved course and studying at least 75 per cent of a normal full-time workload.

Both payments are subject to income and assets tests. Under Youth Allowance, if you are dependent on your parents, a parental means test will also apply.

Eligible students receive a living allowance paid fortnightly. Other benefits may include Fares Allowance for students travelling interstate between their home and Canberra; a Health Care Card to help with medical costs, a Pharmaceutical Allowance to help with the cost of certain prescriptions; a Remote Area Allowance for students living in remote parts of Australia; an interest free Advance Payment of up to $500; and access to the Students Financial Supplement Scheme.

Students 16-24 may also be able to get Rent Assistance if they have to live away from home to study.

To maintain eligibility for financial assistance students must notify Centrelink of any changes to their circumstances, including changes in enrolment of courses earnings from employment, change in address, or, if dependent on their parents, change in their parents' income.

Application forms and information about Youth Allowance or Austudy Payment including rates of payment are available from any Centrelink office, or by calling 132 490. Completed forms can be lodged at Centrelink offices. Payments are paid from date of lodgement of the form or the day the course starts, whichever is the latter.

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, or from Centrelink offices. Telephone enquiries for Abstudy: 13 23 17. For remote communities, intending students should contact their Aboriginal Services Field Officer.

Students' Association

All undergraduate students of the University are members of the Students' Association. The membership fee is included in the acceptance fee/services and amenities fee paid annually. The Association is governed by a committee of eighteen students who are elected annually by the members of the Association.

The prime function of the Students' Association is that of advocacy and representation for its members, and it offers them assistance, information, advice and support. Its major concern is for the academic and general welfare of its members, and to support this it openly promotes and defends students' rights. The Students' Association encourages and helps students elected to Faculty Boards, Academic Board and Council, as well as with any other representative role within the University. It also provides assistance to any student on campus as well as advising the University administration and academic staff on student matters.

The SA assists students in academic appeals, academic and welfare advice, and information and assistance with Austudy and HECS matters. In addition the Association offers many services and resources to its members. These include low cost photocopying and faxes and passport photographs; the food co-op; emergency interest-free financial loans; a fortnightly student newspaper *Curio*; annual Orientation Diary/Handbook; maps, pamphlets and other information about the University and Canberra, a sewing machine and typewriter for hire to students; daily local and national newspapers and journals available for reading in the SA Office, free tea and coffee for students who call in and use of a microwave in our kitchen.

The Association has its own women's officer, overseas students' officer and an equity officer, and it also provides a contact point for many other people around campus.

The services provided by the Students' Association may be accessed in person or by phone, and also most importantly through being a student at this University.

Location: Concourse, B Level, Building 1 opposite the Library.

Hours: Monday to Thursday 8.30am to 5.30pm, Friday 8.30am to 4pm.

Telephone: (02) 6201 2347

Fax: (02) 6251 4248

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: doctoral programs, masters degrees, postgraduate and graduate diplomas, graduate certificates and honours by research bachelor degrees. CUPA is funded through receiving a part of the amenities and services fees.

The Association is governed by a council of postgraduate students, elected annually. CUPA Council includes representatives from all faculties and students enrolled in both coursework and research degrees. Any postgraduate student at the University of Canberra may stand for CUPA Council.

CUPA serves its members by directing its activities towards specific postgraduate needs. The Association provides information on activities on campus and those offered by CUPA. The *Postgraduate Monitor*, the CUPA newsletter, is mailed out each semester to students. CUPA offers assistance with, and support for, academic appeals and provides referrals and liaison work where necessary. CUPA provides a voice for postgraduates on the University's decision making committees including Council, Academic Board, University Higher Degrees Committee, Prizes and Scholarships Committee, and the Vice-Chancellor's Student Advisory Committee.

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 forums and seminars on issues of higher education and on specific topics which assist students to get the most out of university. It offers discount courses to its members.

In conjunction with the undergraduate association, CUPA provides services which include low cost photocopying and fax service, discount passport photos, access to newspapers and tea and coffee.

CUPA is affiliated with the Council of Postgraduate Associations (CAPA), the peak body for postgraduate student associations.

CUPA welcomes enquiries and suggestions. To discuss any concerns with the CUPA Council member, contact the office on.

Location: Building 1, Level C, Room 72, (above the Refectory)

Telephone: (02) 6201 2190

Fax: (02) 6201 5348

e-mail: cupa@csc.canberra.edu.au

website: http://cupa.canberra.edu.au/

Convocation

The University 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. Graduates from each faculty, some members of the University *ex officio* and members from the original CCAE Society for the steering committee.

A Convocation Office has been established at the University to maintain contact with graduates and other interested people, 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. A supplement to the University newspaper, *Monitor,* is published three times yearly. It is mailed to registered members.

The Convocation Officer assists interested groups to organise social, educational and cultural events. Membership of Convocation enables members to have borrowing rights from the University Library. Some further privileges are available to registered members. Overseas and interstate Chapters of Convocation are developing to assist in establishing professional networks.

The Convocation awards an annual prize, the Herbert Burton Medal, to a graduating student chosen on the basis of outstanding achievement in terms of academic performance and contribution to the University community or the wider community. Any member of the University community is eligible to nominate a candidate for this award. The award is made by the Chancellor at a festive function which celebrates excellence.

The Convocation, in collaboration with the University of Canberra, presents the annual Australian International Film Festival. The Festival is a major cultural event which takes the University into the wider community.

A selection of University memorabilia is available through the Convocation Office.

Location: Building 1, Level C, Room 73.

Telephone: (02) 6201 2989

Fax: (02) 6201 5445

e-mail: pac@adminserver.canberra.edu.au

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  - Amenities and Services Fee
    - Amenities and Services Fee Refund Policy
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    - Financial Assistance
- Students' Association
- Canberra University Postgraduate Association
- Convocation

General Information

Dean of Faculty

Professor Allan Cripps

Deputy Dean

Ms Anne McMahon

Head of School of Resource, Environmental and Heritage Sciences

Professor Robert Kearney

Head of School of Human and Biomedical Sciences

Dr John Gross

Acting Head of School of Nursing

Mrs Carmel O'Meara

Finance Officer

Mrs Suzanne Ceeney

Student Information Officer

Ms Diana Trionfi

General Enquiries

3B2 (02) 6201 2038/5199

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.

Candidates for Research Degrees

In addition to fulfilling the admission requirements, candidates for research degrees are admitted depending on the proposed research topic, the availability of appropriate supervisors and the availability of funds and resources to support the study.

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 subjects.

Students should note that some subjects may have a quota restricting the number of students enrolling; this will be indicated in a subject's description in the Description of Subjects section at the back of this Handbook. A list of the names of subject conveners and course advisers is published each semester and is posted on student noticeboards in Buildings 3, 7 and 12.

Field Classes

Field study is a primary part of many of the subjects, especially in Resource and Environmental Science, and students will be asked 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 subjects, students are required to purchase practical class equipment and laboratory coats; details will be given in the first lecture of these subjects.

Learning Resource Centre (for Nurses)

The Learning Resource Centre in the School of Nursing is designed for nursing students for independent study. Resources available include self-directed learning packages, videos, resources for nursing presentations, topic boxes, and computer assisted learning laboratory.

Science Resource Centre

The Science Resource Centre (Building 3 Room A36) supports first year students in the Faculty of Applied Science by providing

* optional supplementary small group tutorials emphasising study skills and approaches to learning in the context of particular subjects;

* feedback to students on their learning through computer based programs;

* an independent study area where students are encouraged to engage in group work; and

* an attractive social meeting place for first year science students.

Degree of Bachelor of Applied Psychology (364AA)

The course in psychology will provide the basic academic training required for those wishing to qualify as a professional psychologist. A solid grounding is provided in all areas of psychology, including learning, cognition, personality, social and developmental psychology, psychopathology, perception, biological bases of behaviour, individual differences, and statistics. With the growing complexity of psychological knowledge, postgraduate study after a three year degree is essential for professional practice.

Psychology approved majors and approved minors that are not professionally accredited can also be taken in conjunction with courses such as management, health sciences, social sciences, design, communication and education. Selected subjects in psychology may also be combined with other courses. Two elective subjects in Psychology are 004749 Psychology 204 : Health Psychology (4cp) and 004750 Psychology of Sport (4cp).

Course Duration:

3 years full-time or equivalent part-time; maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major, NSW: 2u English.

Course Requirements:

At least 72 credit points comprising:

41 credit points from a Specific Core in Applied Psychology

22 credit points from an Approved Major

9 credit points from three General Education subjects.

Specific Core in Applied Psychology:

004309 Psychology 101 : Introductory Psychology 1

004310 Psychology 102 : Introductory Psychology 2

004120 Applied Statistics 1

004311 Psychology 201 : Individual Differences

004312 Psychology 202 : Experimental Psychology

005144 Psychology 203 : Developmental Psychology

004366 Psychology 205 : Learning and Perception

004315 Psychology 301 : Methods and Design in Psychology

004316 Psychology 302 : Psychopathology

004318 Psychology 304 : Cognitive Psychology

005143 Psychology 305 : Social Psychology

Psychology 101 and 102 and Applied Statistics 1 are taken in the first year of the course; 201, 202, 203 and 205 in the second year, and 301, 302, 304 and 305 in the third year. Psychology 101 and 102 are prerequisites for 201 and 202. Psychology 202 is a prerequisite for Psychology 301, which is a prerequisite for entry into the honours or postgraduate programs.

Approved Major:

For details of the subjects comprising approved majors, refer to the listing under this heading in the Handbook.

General Education Subjects:

Refer to the listing under this heading in the Handbook for information on subjects offered.

Professional Recognition:

The course has been accredited with the Australian Psychological Society. Graduates from the course may apply for entry into APS-accredited postgraduate courses at this or other universities.

Non-accredited Majors/Minors:

Students who do not wish to undertake the APS-accredited course, but who seek a non-accredited major or a minor sequence in psychology have available a range of options. Details of the subjects comprising these majors are given in the approved majors listing in the Handbook. The minors in psychology focus on the areas of clinical, social and experimental psychology. Details of the subjects that form these focus areas are given in the approved minors listing in the Handbook.

Course Advice:

Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Course Convener:

Professor Marie Carroll 3B22 (02) 6201 2535/2653

School of Human and Biomedical Sciences

Typical Full-time Course Structure:

Bachelor of Applied Psychology

Semester 1	Semester 2
YEAR 1	
004309 Psychology 101 : Introductory Psychology 1	004310 Psychology 102 : Introductory Psychology 2
004120 Applied Statistics 1 *or* 3cp General Education subject	004120 Applied Statistics 1 *or* 3cp General Education subject
Approved Major	Approved Major
3cp General Education subject	3cp General Education subject
YEAR 2	
004312 Psychology 202 : Experimental Psychology	004311 Psychology 201 : Individual Differences
005144 Psychology 203 : Developmental Psychology	004366 Psychology 205 : Learning and Perception
Approved Major	Approved Major
YEAR 3	
004316 Psychology 302 : Psychopathology	004315 Psychology 301 : Methods and Design in Psychology
004318 Psychology 304 : Cognitive Psychology	005143 Psychology 305 : Social Psychology
Approved Major	Approved Major

Degree of Bachelor of Applied Psychology (Honours) (355AA)

The Honours course in psychology provides a balance of coursework and research training in various fields of applied psychology. These include health psychology, organisational and industrial psychology, and counselling psychology.

Course Duration:

1 year full-time, or equivalent part-time; maximum 4 semesters.

Admission Requirements:

Applicants for admission to the course will:

(a) have completed a double major in an undergraduate psychology course accredited by the Australian Psychology Society, *and*

(b) will have successfully completed the subject Psychology 301 : Methods and Design in Psychology, or equivalent, *and*

(c) have achieved a Grade Point Average of 5.0 or higher in the undergraduate course in Applied Psychology, or hold qualifications deemed equivalent by the University's Admissions Committee.

Course Requirements:

At least 24 credit points from the Specific Core in Applied Psychology (Honours) comprising:

004689 Honours Thesis in Psychology (12cp)

004693 Research Methods and Ethics in Psychology PG (4cp)

and two of the following six subjects (each 4cp):

004686 Advanced Topics in Psychology

004688 Counselling Psychology

004687 Applications in Health Psychology PG

004691 Organisational Psychology PG

004692 Psychological Measurement PG

Professional Recognition:

Students who complete the course will satisfy the requirements of the Australian Psychological Society for a fourth year of study in psychology, and will be eligible for Associate Membership of the Society.

Course Advice:

Students will have access to a course adviser with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Course Convener:

Professor Marie Carroll 3B22 (02) 6201 2535/2653

School of Human and Biomedical Sciences

Degree of Bachelor of Applied Science : Conservation of Cultural Materials (365AA)

This course prepares graduates to enter the conservation profession within a given area of specialisation. The first year of the course provides a basis for understanding preventive conservation, scientific examination techniques, chemistry and the technological history of cultural materials. The second year of study introduces students to their field of conservation specialisation as well as the ethics and philosophy of the profession, while the final year offers advanced theory and a refinement of practical skills within that area of specialisation.

The areas of specialisation are

Metals:

Gold, silver, copper, iron, lead, tin plus modern metals and their alloys of historical, archaeological or technological origin.

Objects - general:

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.

Textiles:

Historical costumes and accessories, ethnographic and archaeological textiles, both traditional and modern. (The textile specialisation is available in 1999 and in alternating years thereafter.).

An approved minor (with the permission of the course convener) is available to students who do not intend to become conservators, and would be useful for those enrolled in related areas such as cultural heritage management, architecture, library and information studies, and resource and environmental sciences. The minor introduces the basic care and preservation of culturally significant materials to those responsible for managing and safeguarding them. For details of the subjects, refer to the approved minors listing in the Handbook.

Course Duration:

3 years full-time or equivalent part-time; maximum 20 semesters.

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, plus experience in creating artwork or making craft items, and knowledge of the arts, technology, history, anthropology and archaeology.

In addition to applying through the Universities Admission Centre, applicants must send a letter by the same closing date 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, University of Canberra ACT 2601. As there is a quota on the number of students allowed into each specialisation, you must state in your supporting letter which one of the five conservation specialisations you wish to study, that is either: paintings, works on paper, objects - general, metals or textiles (1999 only).

Course Requirements:

At least 72 credit points as follows:

64 credit points from a Specific Core in Conservation of Cultural Materials as set out in the typical course structure, comprising

24 credit points from 8 required subjects at level 1

20 credit points from 5 required subjects at level 2

20 credit points from 5 required subjects at level 3, and

8 credit points from two 4 credit point General Education subjects.

General Education subjects:

Refer to the listing under that heading in the Handbook for subjects available.

Professional Experience:

Formal professional experience is a requirement of the course, and is provided through placements in conservation laboratories as part of the requirements of individual subjects.

Course Advice:

Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Professional Recognition:

The course is fully recognised by The Australian Institute for Conservation of Cultural Materials.

Course Convener:

Benita Johnson 7D24 (02) 6201 2632

School of Resource, Environmental and Heritage Sciences

Typical Full-time Course Structure:

Bachelor of Applied Science - Conservation of Cultural Materials

Semester 1	Semester 2
YEAR 1	
003699 Technical Examination Methods	003693 Heritage Preservation
003695 Materials Science 1 (Inorganic)	003697 Materials Science 3 (Organic)
003696 Materials Science 2 (Paper)	003698 Materials Science 4 (Paintings)
001516 Chemistry 1A	001517 Chemistry 1B
YEAR 2	
004891 Conservation Practice 1	004892 Conservation Practice 2
004906 Museology	004742 Materials Chemistry
004729 Analytical Chemistry	4cp General Education subject
YEAR 3	
004885 Advanced Conservation Practice 1A	004887 Advanced Conservation Practice 2
004886 Advanced Conservation Practice 1B	004908 Professional Practice 2
004907 Professional Practice 1	4cp General Education subject

Degree of Bachelor of Applied Science : Cultural Heritage Management (365AB)

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 areas such as collections management, site management, education and interpretation in organisations including museums, heritage agencies, national parks and private practice.

The degree course in cultural heritage management introduces students to the technical skills and professional procedures for managing both the tangible places that comprise cultural heritage as well as the intangible ideas which give that heritage significance. 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.

Students are required to take a core of subjects that provide a solid education in cultural heritage, Aboriginal and multicultural studies and museum subjects. They are also encouraged to take a second major within a related field such as history, resource and environmental science, environmental design, applied psychology, communication, tourism, archaeology, adult education or community advocacy.

Approved Minor:

With the permission of the course convener, an approved minor is available for students enrolled in other programs. For details of the subjects refer to the approved minors listing in the Handbook.

Course Duration:

3 years full-time or equivalent part-time; maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

At least 72 credit points comprising:

43 credit points from a Specific Core in Cultural Heritage Management, as set out in the typical course structure, as follows:

12 credit points from 4 required subjects at level 1

12 credit points from 3 required subjects at level 2

16 credit points from 4 required subjects at level 3

3 credit points from one required subject, and

either 22 credit points from an Approved Major (approved by the course convener)

or two Approved Minors (11 credit points each) (approved by the course convener),

and 7 credit points from General Education subjects.

Approved Majors/Approved Minors:

For information on the subjects comprising approved majors and approved minors, refer to the listings under these headings in the Handbook.

General Education Subjects:

For subjects available, refer to the listing under this heading in the Handbook.

Course Advice:

Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of their program of study.

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.

Course Conveners:

Dr Brian Egloff 7D17 (02) 6201 2177.

Dr Amar Galla 7C4 (02) 6201 2199 for Aboriginal and Torres Strait Islander students

School of Resource, Environmental and Heritage Sciences

Typical Full-time Course Structure:

Bachelor of Applied Science - Cultural Heritage Management

Semester 1	Semester 2
YEAR 1	
003699 Technical Examination Methods	003693 Heritage Preservation
002972 Concepts in Applied Anthropology	004904 Indigenous Societies and Adaptation
General Education subject	004732 Communication in Science
Elective in a related heritage discipline	Elective in a related heritage discipline
YEAR 2	
004906 Museology	004903 Heritage Interpretation
004894 Cultural Heritage Management	General Education subject
Elective in a related heritage discipline	Elective in a related heritage discipline
YEAR 3	
004907 Professional Practice 1	004908 Professional Practice 2
004893 Cross Cultural Heritage Management	004998 Issues in Cultural Heritage Management
Elective in a related heritage discipline	Elective in a related heritage discipline

Degree of Bachelor of Applied Science : Earth and Land Science (365AC)

This course is designed to prepare graduates for professional careers in the areas of remote sensing, land management, integrated environmental science, soil science and exploration geology.

The course aims to

* achieve the development of an understanding of earth materials and resources, their distribution, origin and management to achieve national economic and sustainability objectives;

* and to provide knowledge, skills and attitudes required by professionals in the practice of earth science and land management.

Employment may be found with private industry, government agencies, environmental monitoring and protection authorities, CSIRO, AGSO, State geological surveys, land care organisations and as private consultants.

The program emphasises the need for appropriate specialist knowledge as well as a broad understanding of science and the social and economic context of its professional application. The educational philosophy is designed to assist students to be adaptable in their skills acquisition, as well as self- motivated, lifelong learners.

The program is interdisciplinary, and in first year concentrates on a basic knowledge of earth science, chemistry, biology and physical principles. In second year this basic knowledge is extended to provide a sound understanding of the fundamental concepts, approaches and techniques used in the earth and land sciences, particularly in the Australian context. Learning is in the context of both individual and team exercises with a significant component of practical work and problem solving.

In the third year, the emphasis is on the application of knowledge to assessing, monitoring and understanding earth and land environments, processes and problems.

Field work is an important component of the course with major field classes to a range of different environments, operating mines, regional mapping sites, rehabilitation and land management sites. This work involves students in both individual and group activities. These field activities also include interaction with the general community and professionals in government and industry.

During the course there is also the opportunity for students to undertake professional practice to obtain an insight into the earth and land science professions and gain additional hands-on experience.

Students can customise their course to suit their career aspirations by selecting additional approved elective streams in water science, environmental chemistry, vegetation and wildlife ecology, and cultural heritage studies. It is also possible for students to take approved majors and minors from other courses in the University, for example in computing, languages, economics, writing, psychology and law.

For further information refer to the School of Resource, Environmental and Heritage Sciences (REHS) Web site: http://science.canberra.edu.au/rehs/

Course Duration:

3 years full-time or equivalent part-time; maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English. A background in science, particularly mathematics and chemistry, would be an advantage but is not demanded.

Course Requirements:

At least 70 credit points comprising:

37 credit points from the Specific Core in Earth and Land Science, and

at least 16 credit points from an approved major in one of Earth Science or Land Information Systems or Land Management or Soil Science, and

either an 11 credit point Approved Minor and 8 credit points at level 3 in approved subjects for which the prerequisites are satisfied,

or an Approved Major for which the level 1 subjects are included in other components of the course, and

up to a total of 30 credit points from other level 1 subjects.

These requirements are arranged as follows:

I (i) *First year:*

7 required subjects (21cp) at level 1 comprising: 000959 Dynamic Earth, 003681 Landscape Processes, 001516 Chemistry 1A, 003603 Physical Principles, 004916 Science, Environment and Society, 000483 Concepts in Biology, 000623 Plants and Animals; and one elective subject *plus at second year and third years:*

(ii) 2 required subjects (8cp) at level 2 - 004915 Resource Information Systems

and 004912 Regolith Studies

and

(iii) 2 required subjects (8cp) at level 3 - 004913 Remote Sensing and 004902 Geographic Information Systems

and II

At second and third year an additional major (plus prerequisites) being one of: Earth Science or Land Management or Land Information Systems or Soil Science

and III

An additional minor or major:

either

any approved minor of 11 credit points

and

(ii) 8cp of specified subjects at level 3 for which the prerequisites have been met

or

any approved major for which the level 1 subjects have already been taken as part of the requirements of other components of the course.

The *Earth Science major* is designed to provide the basic knowledge, skills and attitudes required for a career in geology, particularly in exploration geology and regolith geology with both private industry and government agencies.

The *Soil Science major* provides the knowledge, skills and attitudes necessary to practice as a soil surveyor, soil scientist or as a professional in environmental assessment and management.

The *Land Information Systems* major is intended to produce skilled practitioners in the use of various types of data obtained by earth observation systems and terrestrial surveys. The processing of satellite images and mapping using GIS techniques is a fundamental part of this major.

The *Land Management major* will prepare students to practice in the broad area of integrated, sustainable land management, providing them with skills and competencies in the assessment of land degradation and the implementation of suitable mitigation efforts which incorporate social, economic and ecological perspectives of land use.

Approved Majors/Approved Minors:

For details of the subjects comprising approved majors and approved minors, consult the listings under these headings in the Handbook.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Professional Recognition:

Depending on the approved majors studied, students are eligible to apply for membership of the Australian Institute of Geoscientists and the Australian Institute of Mining and Metallurgy; graduates with a Soil Science major can belong to the Australian Institute of Agricultural Science.

Course Convener:

Associate Professor Ken McQueen 3C43 (02) 6201 2520

School of Resource, Environmental and Heritage Sciences

Typical Full-time Course Structure:

Bachelor of Applied Science - Earth and Land Science

Semester 1	Semester 2
YEAR 1	
000483 Concepts in Biology	000623 Plants and Animals
000959 Dynamic Earth	003681 Landscape Processes
001516 Chemistry 1A	003603 Physical Principles
003479 Science, Environment and Society	Elective
YEAR 2	
004915 Resource Information Systems	004912 Regolith Studies
Two subjects chosen from:	Two subjects chosen from
004896 Earth Science Fundamentals (year-long)	004896 Earth Science Fundamentals (cont'd)
004889 Australian Soils	004890 Catchment Processes
004899 Ecology and Biodiversity 1	004900 Ecology and Biodiversity 2
or approved subjects from elsewhere	*or approved subjects from elsewhere*
YEAR 3	
004913 Remote Sensing	004902 Geographic Information Systems
Two subjects chosen from:	Two subjects chosen from:
004895 Earth Science Applications (year-long)	004895 Earth Science Applications (cont'd)
004905 Land Appraisal (year-long)	004905 Land Appraisal (cont'd)
004914 Resource and Environmental Management (year-long)	004914 Resource and Environmental Management (cont'd)
004897 Ecochemistry 1	004898 Ecochemistry 2
or approved subjects from elsewhere	*or approved subjects from elsewhere*

Degree of Bachelor of Applied Science : Ecology and Environmental Science (365AD)

This course is designed to prepare graduates for a career in environmental science and biological resource management. The program emphasises the need for specialist knowledge and understanding of ecological processes, and its application in the management of the environment and its biota, as well as a broad understanding of science and society.

Graduates from this course can expect to gain employment as a project officer, field officer, scientific manager, policy maker or planner in a government or non-government agency with a responsibility for the environment. Graduates have gained employment with various state parks and wildlife service, the Australian Nature Conservation Agency, environmental protection authorities, water resource agencies, CSIRO, and with private consultants. Others elect to pursue postgraduate study leading to a research career.

The program is interdisciplinary, and in first year concentrates on a basic knowledge of biology, chemistry, earth science, physical principles and data analysis. In the second year, this foundation knowledge is integrated in an ecological context, providing an introduction to the Australian biota, its taxonomy and identification, ecological principles and biodiversity. Particular emphasis is placed on problem solving and the skills required of a modern environmental scientist (including statistical analysis and experimental design, resource survey techniques and effective communication of scientific results. In the third year, the emphasis shifts more towards the application of ecological knowledge to contemporary problems of the Australian environment and its biota.

Field studies are an important component of the course with major field classes held at Jervis Bay and in the semi-arid zone.

Students can customise their course to suit their career aspirations by selecting approved majors or minors in soil science and conservation, freshwater ecology, cultural heritage studies, environmental chemistry, vegetation and wildlife ecology, remote sensing and geographic information systems.

For further information, refer to our Web site on http://science.canberra.edu.au/rehs/

Course Duration:

3 years full-time or equivalent part-time; maximum 20 semesters.

Assumed knowledge:

ACT: Majors in Biology (T) and/or Chemistry (T), English (T) major, and Mathematics (T); NSW: 2u Biology and/or Chemistry, 2u English and 2u Mathematics.

Course Requirements:

Normally 72 credit points but at least 70 credit points, comprising:

37 credit points from a Specific Core in Ecology and Environmental Science, as set out in the typical course structure, and at least 16 credit points from an Approved Major selected from Environmental Chemistry or Freshwater Ecology or Vegetation and Wildlife Management, and

either a 14 credit point Approved Minor

or an Approved Major for which the level 1 subjects are included in other components of the course, and

such other approved level 1 subjects up to a total of 30 credit points so that the total minimum credit point requirements of the course are met.

I Compulsory core subjects including:

(i) seven required subjects (21 cp) at level 1, comprising each of 000483 Concepts in Biology, 001516 Chemistry 1A, 000959 Dynamic Earth, 004916 Science, Environment and Society, 000623 Plants and Animals, 003681 Landscape Processes and 001809 Data Analysis in Science

plus

(ii) two required subjects (8cp) at level 2, comprised of 004899 Ecology and Biodiversity 1 and 004900 Ecology and Biodiversity 2

plus

(iii) one required subject (8cp) at level 3, comprised of 004914 Resource and Environmental Management

and II

An additional Approved Major (plus prerequisites) being one of: Vegetation and Wildlife Management; or Freshwater Ecology, or Environmental Chemistry

and III

An additional Approved Minor or Approved Major

either

any 14 credit point Approved Minor on offered on campus

or

any Approved Major for which the level 1 subjects have already been taken as part of the requirements of other components of the course.

The *Environmental Chemistry* major is designed to provide the specialised knowledge, skills and attitudes required for a career as a chemist or scientific manager in government and non-government institutions with responsibility or involvement in chemical analysis needed by environmental assessment and management. Note that students planning to undertake a coordinated sequence of subjects in environmental chemistry must do Chemistry 1B.

The *Freshwater Ecology* major aims to educate those seeking employment as professional water scientists or employment where professional training in water science is needed. Learning outcomes within subjects of the major will be at different levels, but all will include internalisation of the value of scientific process and knowledge as a basis for understanding and managing the environment.

An active research centre underpins the major and the undergraduate degree also aims to prepare students for honours, masters and doctoral studies.

The *Vegetation and Wildlife Management* major provides a professional basis for students wishing to obtain employment as vegetation and wildlife scientists, resource managers, policy analysts and environmental educators, or who wish to undertake a higher degree in this area. It develops the ecological knowledge, professional attitudes and practical skills required to contribute towards the adaptive management of terrestrial biological resources, particularly vegetation and wildlife.

Approved Majors/Approved Minors:

For details of the subjects comprising approved majors and approved minors, refer to the listings under these headings in the Handbook.

Course Advice:

Students will be provided with a list of course advisers with whom they must consult at the commencement of and during their studies.

Course Convener:

Associate Professor Arthur Georges 3C37 (02) 6201 5785

School of Resource, Environmental and Heritage Sciences

Typical Full-time Course Structure:

Bachelor of Applied Science - Ecology and Environmental Science

Semester 1	Semester 2
YEAR 1	
000483 Concepts in Biology	000623 Plants and Animals
000959 Dynamic Earth	003681 Landscape Processes
001516 Chemistry 1A	001809 Data Analysis in Science
003479 Science, Environment and Society	004732 Communication in Science
YEAR 2	
004899 Ecology and Biodiversity 1	004900 Ecology and Biodiversity 2
16cp of a primary major	
12cp of an approved minor or second major	
YEAR 3	
004914 Resource and Environmental Management (year-long)	004914 Resource and Environmental Management (cont'd)
16cp of a primary major	16cp of an approved minor or second major

Degree of Bachelor of Applied Science : Human Biology (365AE)

The human biology course is a flexible general science course which provides a scientific understanding of the structure and function of the human body in association with subjects chosen from a wide variety of approved majors/minors depending on the student's particular interest.

Human biology core subjects span a wide range of scientific disciplines such as biology, chemistry, genetics, physiology and anatomy, pathobiology and nutrition. Core subjects also explore the relationship between science, the environment and society and teach fundamentals of data analysis and communication in science.

The approved major or minors may be selected from a wide range of disciplines. Some examples include: Biological chemistry, health promotion, psychology, sociology, management, sports coaching, and physical education.

The course is not specifically vocationally oriented but is suitable for a career where a broad general scientific knowledge of the human body is required. The course is also suitable for possible entry into a variety of graduate courses such as medicine, physiotherapy, chiropractic, public health nutrition, science teaching. It is stressed that entry into these courses is competitive and depends on factors including levels of achievement in the Human Biology course.

Course Duration:

3 years full-time or equivalent part-time; maximum 20 semesters.

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:

At least 72 credit points from a Specific Core in Human Biology comprising:

(i) 26 credit points from subjects (refer typical course structure below)

(ii) 46 credit points from one of the following two choices:

(a) Human Biology subjects (4 credit points each) (refer to typical course structure below)

004746 Pathobiology

004934 Sexualities, Gender and Society

003315 Food, Nutrition and Society

004142 Human Physiology and Anatomy 3

004322 Human Physiology and Anatomy 4

004144 Nutritional Science

plus one of the following two alternatives:

a 22 credit point Approved Major

two Approved Minors at 11 credit points each

or

(b) Forensic Science subjects

001517 Chemistry 1B (3 cp)

005181 Principles of Forensic Science & Investigation (CIT) (3 cp)

004736 Human Biochemistry (8 cp)

One of the following two subjects:

004729 Analytical Chemistry (4 cp) *or*

005182 Forensic Chemistry (CIT) (4 cp)

One of the following two subjects

004742 Materials Chemistry (4 cp) *or*

004746 Pathobiology (4 cp)

004730 Clinical Chemistry Instrumentation (4 cp)

005183 Forensic Molecular Biology (CIT) (4 cp)

004737 Immunology (4 cp)

004744 Molecular Biology (4 cp)

8 credit points approved by the Course Convener.

Approved Majors/Approved Minors:

The major or minors may be selected from an area of the student's choice from those available at the University. Such areas include biological chemistry, health promotion, human nutrition, management, psychology, resource and environmental management, sociology or sports coaching.

For details of the subjects comprising the approved majors and minors, refer to the listings under these headings in the Handbook.

Course Advice:

Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Course Conveners:

Dr Diane Eager 3D41 (02) 6201 2569

Dr Elzbieta Narkiewicz 3D38 (02) 6201 2988

School of Human and Biomedical Sciences

Typical Full-time Course Structure:

Bachelor of Applied Science - Human Biology

Semester 1	Semester 2
YEAR 1	
000483 Concepts in Biology	003071 Human Physiology and Anatomy 1
001516 Chemistry 1A	001809 Data Analysis in Science
004916 Science, Environment and Society	004732 Communication in Science
Approved Major/Minor	Approved Major/Minor
YEAR 2	
004738 Human Physiology and Anatomy 2	001562 Genetics
004934 Sexualities, Gender and Society	004746 Pathobiology
Approved Major/Minor	Approved Major/Minor
YEAR 3	
004144 Nutritional Science	003315 Food, Nutrition and Society
004142 Human Physiology & Anatomy 3	004322 Human Physiology & Anatomy 4
Approved Major/Minor	Approved Major/Minor

Degree of Bachelor of Applied Science : Human Nutrition (365AF)

This course offers a diverse yet specialised program that includes generalist science subjects that form the foundation for human nutrition and food studies. They include chemistry, biology, human biochemistry, human physiology and anatomy, and basic statistics. Students then proceed to specialised nutrition-related subjects including the biology of human diseases, nutritional science, nutrition in the life cycle, applied food and consumer science, and nutrition issues from a global perspective. They also study the psychological, and social and cultural factors influencing eating behaviours.

Graduates may find employment as teachers (with further professional qualifications), in sports nutrition education, nutrition education and health promotion, government or commercial nutrition organisations, food industry and other careers in biological sciences. They will also be qualified to apply for graduate studies offered by the University of Canberra and other universities in areas such as nutritional science, nutrition and dietetics, food technology, food science, public health and epidemiology.

Course Duration:

3 years full-time or equivalent part-time; maximum 20 semesters.

Assumed Knowledge:

ACT: Majors in Chemistry (T) and English (T), and Mathematics (T); NSW: 2u Chemistry and 2u English and 2u Mathematics.

Course Requirements:

At least 72 credit points comprising:

61 credit points from a Specific Core in Human Nutrition, as set out in the typical course structure, and 11 credit points from an Approved Minor approved by the course convener.

Approved Minor:

The structure of the course enables students to select a minor either from within the Faculty or in another faculty to complement their specialisation. These include biomedical sciences, psychology, human biology, sports studies, and health promotion. Students wishing to gain entry into graduate programs in dietetics are encouraged to undertake human biology or biomedical sciences electives.

Course Advice:

Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Course Convener:

Ms Vicki Deakin 12C18 (02) 6201 2567

School of Human and Biomedical Sciences

Typical Full-time Course Structure:

Bachelor of Applied Science - Human Nutrition

Semester 1	Semester 2
YEAR 1	
000483 Concepts in Biology	003071 Human Physiology and Anatomy 1
001516 Chemistry 1A	001517 Chemistry 1B
004309 Psychology 101 : Introductory Psychology 1	001809 Data Analysis in Science
Approved Minor	004732 Communication in Science
YEAR 2	
004736 Human Biochemistry (year-long)	004736 Human Biochemistry (cont'd)
004738 Human Physiology and Anatomy 2	004746 Pathobiology
004733 Cells and Tissues	004734 Food and Consumer Science
YEAR 3	
004144 Nutritional Science	004749 Psychology 204 : Health Psychology
004142 Human Physiology and Anatomy 3	003315 Food, Nutrition and Society
Approved Minor	Approved Minor

Degree of Bachelor of Applied Science : Medical Laboratory Science (365AG)

This course prepares graduates for employment in pathology laboratories in hospitals and veterinary clinics. It also forms a sound base for employment in medical and a wide range of biological research laboratories and government regulatory 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; maximum 20 semesters.

Assumed Knowledge:

ACT: Majors in Chemistry (T) and English (T), and Mathematics (T); NSW: 2u Chemistry and 2u English and 2u Mathematics.

Course Requirements:

At least 72 credit points from a Specific Core in Medical Laboratory Science , as set out in the typical course structure.

Course Advice:

Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Professional Recognition:

This course is recognised for graduate membership of the Australian Institute of Medical Scientists.

Course Convener:

Dr Tony Di Michiel 3D5 (02) 6201 2088

School of Human and Biomedical Sciences

Typical Full-time Course Structure:

Bachelor of Applied Science - Medical Laboratory Science

Semester 1	Semester 2
YEAR 1	
001516 Chemistry 1A	001517 Chemistry 1B
000483 Concepts in Biology	003071 Human Physiology and Anatomy 1
000482 General Physics	001809 Data Analysis in Science
Mathematics or Computing subject	004732 Communication in Science
YEAR 2	
004733 Cells and Tissues	004746 Pathobiology
004738 Human Physiology and Anatomy 2	004999 Introduction to Microbiology
004736 Human Biochemistry (year-long)	004736 Human Biochemistry (cont'd)
YEAR 3	
004735 Haematology	004737 Immunology
004731 Clinical Microbiology	004730 Clinical Chemistry Instrumentation
004740 Integrated Studies of Disease	004744 Molecular Biology

Degree of Bachelor of Applied Science : Sports Administration (365AH)

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; maximum 20 semesters.

Assumed Knowledge:

ACT: Mathematics (T) and English (T) major; NSW: 2u Mathematics and 2u English.

Course Requirements:

At least 72 credit points comprising the following: 61 credit points from a Specific Core in Sports Administration, as set out in the typical course structure, and 11 credit points from an Approved Minor.

Approved Minor:

The minor may consist of subjects in one of the following areas: sports administration law, sports coaching, applied psychology, communication, economics and government, health promotion, information and records management, information systems, law, library and information studies, marketing, tourism, politics, public relations, tourism, and women's studies. For details of the subjects comprising the approved minor, refer to the approved minors listing in the Handbook.

Professional Experience:

Formal professional experience is a requirement of this course and is provided through individual or group placements with sports organisations as part of the requirements of individual subjects.

Course Advice:

Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Course Convener:

Dr Dion Klein 3B40 (02) 6201 2986

School of Human and Biomedical Sciences

Typical Full-time Course Structure:

Bachelor of Applied Science - Sports Administration

Semester 1	Semester 2
YEAR 1	
000112 History of Sport in Society	001354 Social Analysis of Sport
004824 Accounting and Finance 1A	001519 Introduction to Exercise Science
004748 Organisation and Policy in Sport	004743 Measurement of Sport
Approved Minor	000028 Concepts and Elements of Law
YEAR 2	
004753 Sport and Business	004754 Sport and Politics
005000 Planning and Processes in Sport	004739 Industrial Relations in Sport
Approved Minor	003965 Marketing Research Methods
YEAR 3	
000765 Sports and the Law	004741 Major Sports Event Management
003576 Sports Marketing	004751 Special Sports Studies
Approved Minor	004752 Sponsorship & Fundraising in Sport

Degree of Bachelor of Applied Science : Sports Coaching (365AI)

The objective of this course is to provide an understanding of the principles, knowledge and skills involved in becoming a competent sports coach or sports scientist. Graduates can expect to find employment in coaching children and adults, developing coaching resources and facilities, and in sports development in Commonwealth and State Government departments of sport and recreation.

Course Duration:

3 years full-time or equivalent part-time; maximum 20 semesters.

Assumed Knowledge:

ACT: Chemistry (T) or Physics (T) major, and Biology (T) and English (T) majors and Mathematics (T); NSW: 2u Chemistry or 2u Physics, and 2u Mathematics and 2u Biology and 2u English.

Course Requirements:

At least 72 credit points comprising the following:

61 credit points from a Specific Core in Sports Coaching, and

11 credit points from an Approved Minor.

Approved Minor:

The elective sequence may be selected from one of the following areas: sports administration, sports media, communication and media, computing studies, politics, psychology, economics, accounting, law, human biology. For details of the subjects comprising an approved minor, refer to the approved minors listing in the Handbook.

Professional Experience:

Extensive practical coaching experience is required as part of individual subjects. Concurrently with their studies, students are expected to complete the requirements of Level 1 and Level 2 certification under the National Coaching Accreditation Scheme.

Course Advice:

Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Course Convener:

Mr Mark Sayers 3B47 (02) 6201 2908

School of Human and Biomedical Sciences

Typical Full-time Course Structure:

Bachelor of Applied Science - Sports Coaching

Semester 1	Semester 2
YEAR 1	
000112 History of Sport in Society	001354 Social Analysis of Sport
004002 Theory and Practice of Coaching 1	003071 Human Physiology and Anatomy 1
000880 Functional Anatomy	004743 Measurement of Sport
004748 Organisation and Policy in Sport	Approved Minor
YEAR 2	
004745 Neuroanatomy and Motor Control	004747 Physiology of Exercise
004728 Biomechanics	004750 Psychology of Sport
Approved Minor	004757 Theory and Practice of Coaching 2
YEAR 3	
004758 Theory and Practice of Coaching 3	004178 Sports Medicine
004144 Nutritional Science	004759 Theory and Practice of Coaching 4
004751 Special Sports Studies	Approved Minor

Degree of Bachelor of Applied Science : Sports Media (365AJ)

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 and 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; maximum 20 semesters.

Assumed Knowledge:

ACT: Majors in English (T) and History (T); NSW: 2u English and 2u History.

Course Requirements:

At least 72 credit points comprised of the following:

61 credit points from a Specific Core in Sports Media, as set out in the typical course structure, and 11 credit points from an Approved Minor.

Approved Minor:

An approved minor may be chosen by the student from one of the following areas: sports administration, sports coaching, communication, media, politics, psychology, economics, information systems, law, legal studies. For details of subjects comprising an approved minor, refer to the listing under that heading in the Handbook.

Course Advice:

Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Course Convener:

Dr Daryl Adair 3B33 (02) 6201 2384

School of Human and Biomedical Sciences

Typical Full-time Course Structure:

Bachelor of Applied Science - Sports Media

Semester 1	Semester 2
YEAR 1	
000112 History of Sport in Society	001519 Introduction to Exercise Science
004748 Organisation and Policy in Sport	001354 Social Analysis of Sport
003736 Introduction to News (year-long)	003736 Introduction to News (cont'd)
004014 Introduction to Communication	Approved Minor
YEAR 2	
004658 Print Journalism 1	004659 Print Journalism 2
001831 Broadcast Journalism 1	001832 Broadcast Journalism 2
004755 Sports Journalism 1	Approved Minor
YEAR 3	
004030 Sub-Editing	004751 Special Sports Studies
004756 Sports Journalism 2	004754 Sport and Politics
004753 Sport and Business	Approved Minor

Degree of Bachelor of Applied Science (Honours) (233)

The honours degree provides intensive training in research for students seeking to pursue an academic or research career in a field of applied science related to the disciplinary focus of the candidate's first degree. It is a research degree and the assessment is by thesis examination.

The course is offered for study in one of the following fields: analytical chemistry, applied ecology, clinical biochemistry, conservation of cultural materials, cultural heritage management, geology, human physiology, immunology, microbial ecology, remote sensing and geographic information systems, sports coaching and water science.

Course Duration:

2 semesters (10 months) full-time, 4 semesters (20 months) part-time; maximum 4 semesters.

Admission Requirements:

Applicants must normally have a bachelor degree in applied science from a recognised tertiary institution with a grade point average of 5.0 or higher in the final two years of the course, or possess qualifications deemed equivalent by the University's Admissions Committee.

Places are limited. Not all candidates who are admissible are offered a place in the honours program, and selection is based principally on merit. Applicants are advised to seek the agreement of a staff member to supervise their proposed project.

Course Requirements:

24 credit points from a Specific Core in Applied Science (Honours).

Course Advice:

Students should approach the Faculty Honours Coordinator for general advice, but will be allocated to a supervisor(s) with whom they must consult regularly at the commencement of and during their studies.

Faculty Honours Coordinator: Dr Jo Beaver, Room 3D50, (02) 6201 2533, fax (02) 6201 5727, e-mail: beaver@science.canberra.edu.au

School of Human and Biomedical Sciences

Specialisations and Conveners:

In all cases, an honours student will undertake their research in association with one of the research centres of the Faculty. Initial enquiries can be directed to:

Associate Professor Arthur Georges, Director, Applied Ecology Research Group, Room 3C37, (02) 6201 2523, fax (02) 6202 5305, e-mail: director@aerg.canberra.edu.au

www: http://aerg.canberra.edu.au/pub/aerg/home.htm

Associate Professor Richard Norris, Program Leader, Education Program, CRC for Freshwater Ecology, Building 15, (02) 6201 2543, fax (02) 6201 5038,

e-mail: norris@lake.canberra.edu.au

www: http://lake.canberra.edu.au/

Associate Professor Graham Taylor, Program Leader, Education Program, CRC for Landscape Evolution and Mineral Exploration, Room 3C50, (02) 6201 2525, fax (02) 6201 2328, e-mail: taylor@science.canberra.edu.au

www:http://cars1,canberra.edu.au/

Professor Marie Carroll, Director, Research Centre for Human and Biomedical Science, Room 3B22, (02) 6201 2535, fax (02) 6201 5030, e-mail: carroll@science.canberra.edu.au

Professor Colin Pearson, Co-Director (Applied Science), Cultural Heritage Conservation Studies Research Centre, Room 7D7, (02) 6201 2368, fax (02) 6201 5030

Associate Professor Brian Button, Director, Agrecon, 18 (170 Haydon Drive), (02) 6201 2565, fax (02) 6201 5030, e-mail: button@science.canberra.edu.au

Typical Full-time Course Structure:

Bachelor of Applied Science (Honours)

Semester 1	Semester 2
YEAR 1	
004773 Research Honours in Applied Science (year-long)	004773 Research Honours in Applied Science (cont'd)

Part-time students enrol in the subject 004774 Research Honours in Applied Science (part-time).

Degree of Bachelor of Nursing (397AA)

- Conversion Course for Registered Nurses

This course provides a broad foundation for professional nursing practice and prepares students to practise as registered nurses.

Graduates will be able to meet the nursing needs of people of all ages and have the ability to practice safely and with sensitivity in any area of nursing.

Clinical nursing practice is an essential component throughout the course, enabling students to apply knowledge and skills from the theoretical subjects to the nursing care of individuals, families and groups in hospitals and community settings in the ACT and surrounding districts. Only students admitted to this course will be able to undertake those subjects involving clinical practice.

Course Duration:

3 and one half years full-time or equivalent part-time; maximum 14 semesters.

Assumed Knowledge:

ACT: Major in Science (T) or two minors in Science (T) (preferably Chemistry and/or Biology) and English (T) major and Mathematics (T); NSW: 2 subjects of Science (preferably Chemistry and/or Biology) and 2u Mathematics and 2u English.

Course Requirements:

At least 84 credit points comprising:

69 credit points from a Common Core in Nursing, and

12 credit points from a Specific Core in Nursing, and

3 credit points from a General Education subject.

Common Core in Nursing: (69 credit points)

000483 Concepts in Biology

004572 Human Science 1: Structure, Function and Clinical Applications

004762 Nursing 1: Health Promotion and Maintenance

004763 Nursing 2: Critical Thinking for Health Professionals

003376 Nursing 3: Health, Culture and Society

004309 Psychology 101: Introductory Psychology 1

004760 Ethics and Health Policy

004573 Human Science 2: Structure, Function and Clinical Applications

003427 Nursing 4: Common Alterations in Health

004764 Nursing 5: Family Health

004746 Pathobiology

004761 Health Care and the Law

004765 Nursing 6: Mental Health

004766 Nursing 7: Alterations in Health - Lifespan Approach

004772 Pathophysiology and Drug Therapy

Specific Core in Nursing: (12 credit points)

004768 Nursing 8: Research Methods

004770 Nursing 9: Nursing Practice and Leadership

General Education Subject: (3 credit points)

Refer to the listing under that heading in the Handbook for information on subjects offered.

Professional Recognition:

The Nurses Board of the ACT grants to graduates of the course registration as a nurse, and subsequent registration in other states of Australia can be obtained following ACT registration.

Course Convener:

Ms Margaret Proctor 12D7 (02) 6201 2521

School of Nursing

Typical Full-time Course Structure:

Bachelor of Nursing

Semester 1	Semester 2
YEAR 1	
Health Promotion and Maintenance	
004762 Nursing 1 Health Promotion and Maintenance (year-long)	004762 Nursing 1 Health Promotion and Maintenance (cont'd)
000483 Concepts in Biology	3cp General Education subject
004763 Nursing 2 Critical Thinking for Health Professionals	003376 Nursing 3 Health Culture and Society
004309 Psychology 101 : Introductory Psychology 1	004572 Human Science 1 Structure, Function and Clinical Applications
YEAR 2	
Common Alterations in Health	
003427 Nursing 4 Common Alterations in Health (year-long)	003427 Nursing 4 (cont'd)
004573 Human Science 2 Structure, Function and Clinical Applications	004760 Ethics and Health Policy
004764 Nursing 5 Family Health	004746 Pathobiology
YEAR 3	
Complex Alterations in Health	
004765 Nursing 6 Mental Health (year-long)	004765 Nursing 6 (cont'd)
004766 Nursing 7 Complex Alterations in Health : Lifespan Approach (year-long)	004766 Nursing 7 (cont'd)
004772 Pathophysiology and Drug Therapy	004761 Health Care and the Law
YEAR 4	
004768 Nursing 8 Research Methods	
004770 Nursing 9 Nursing Practice & Leadership	

Conversion Course for Registered Nurses

Registered nurses who have completed a three year diploma course in nursing from a college of advanced education or a university, or those who hold a hospital-based certificate, may upgrade their nursing qualification to a degree level. The program may be undertaken over two semesters as a full-time course (or part-time equivalent). Appropriate subjects, with a total of 24 credit points, are selected from those offered in the Bachelor of Nursing degree. Applicants must be eligible for registration as a nurse in the ACT.

Course Convener:

Ms Sandra Trick 12D11 (02) 6201 2564

School of Nursing

Degree of Bachelor of Nursing (4 Year) (372AA)

This course is an extension of the Bachelor of Nursing course and the degree will be awarded with honours.

The final year offers selected students the additional challenge of pursuing their nursing knowledge and research interests to a much greater depth.

Graduates from this course will have developed research knowledge and clinical skills to enhance their career opportunities both clinically and academically.

Course Duration:

4 years full-time, or equivalent part-time; maximum 14 semesters.

Admission Requirements:

In order to enter the Bachelor of Nursing (4 Year) course, students must have gained an average grade of credit or higher during the first three years of study of the Bachelor of Nursing course at the University of Canberra. Students fulfilling this entry requirement will be invited to apply for admission to the final year on completion of their third year of study.

Course Requirements:

At least 96 credit points comprising:

69 credit points from a Common Core in Nursing

24 credit points from a Specific Core in Nursing (Honours)

3 credit points from a General Education subject.

Common Core in Nursing:

Refer to the subjects listed for the Bachelor of Nursing degree.

Specific Core in Nursing (Honours):

004767 Nursing 8 (Honours): Research Methods and Clinical Applications

004769 Nursing 9 (Honours): Nursing Practice and Leadership

004771 Nursing Project (Honours)

General Education Subject:

This subject will have been completed in the first three years of the course.

Professional Recognition:

The Nurses Board of the ACT grants to graduates of the course registration as a nurse, and subsequent registration in other states of Australia can be obtained following ACT registration.

Course Convener:

Mrs Carmel O'Meara 12D9 (02) 6201 2084, e-mail: omeara@science.canberra.edu.au

School of Nursing

Typical Full-time Course Structure

Bachelor of Nursing (4 Year)

YEARS 1 to 3 as for the Bachelor of Nursing course

Semester 7	Semester 8
YEAR 4	
004769 Nursing 9 Nursing Practice and Leadership (Honours)	004771 Nursing Project (Honours)
004767 Nursing 8 Research Methods and Clinical Applications (Honours)	

Degree of Bachelor of Science (392AB)

This course is offered jointly by the Faculties of Applied Science and Information Sciences and Engineering. It allows students great flexibility in their choice of subjects. This is beneficial where students seek a broad education and wish to keep a range of career options open for as long as possible.

Refer to the entry under the Faculty of Information Sciences and Engineering for further information.

Graduate Certificate in Clinical Trials Management (463AA)

The course is offered by the National Health Sciences Centre in association with the School of Human and Biomedical Sciences.

This fee paying multi-disciplinary course is designed to met the needs of those health care professionals with a medical, nursing, pharmacy, paramedical or biomedical science background who wish to obtain the specialised theoretical and practical skills required to plan, coordinate and conduct clinical trials research. It is anticipated that most participants will be employed although not necessarily in the area of clinical trials.

Course Duration:

Part-time only, and normally one subject per semester; maximum period of study is 2 years.

Admission Requirements:

The normal admission requirements will be a university degree or other qualification or combination of qualifications and appropriate work experience deemed to be the equivalent of a degree by the University's Admissions Committee. Substantial experience in the health care industry and/or previous participation in obtaining clinical data for clinical trials may be deemed eligible.

Advanced Standing:

In accordance with the University guidelines and procedures, advanced standing will not normally be granted. In exceptional circumstances, exemption from particular sections or subject/s may be granted if participants can already demonstrate achievement of the relevant objectives. In that case, participants may be required to complete an assessable project or task to demonstrate that they do indeed possess the required level of expertise.

Course Requirements:

Successful completion of at least 12 credit points, from three required subjects worth 4 credit points each, as follows:

005158 Design of Clinical Research Trials G

005157 Conduct of Clinical Research G

005156 Ethical and Regulatory Considerations G

Course Structure:

Each subject of the course will be associated with approximately 28 hours of contact time. This will take place in the three seminars to be held at the beginning, middle and end of each semester. The seminars will be conducted in association with the book of readings and tasks which students will be given at the beginning of each subject. The actual time for each student in terms of interacting with the readings and tasks together with attendance at seminars is expected to be the usual average of four hours or equivalent a week.

Course Advice:

Intending students should contact the course convener for further information about course and professional objectives and teaching approaches.

Course Convener:

Ms Lexie Brans 12C10 (02) 6201 2254/5129

e-mail: brans@science.canberra.edu.au

Graduate Diploma in Applied Psychology (248AA)

The course will involve advanced coursework in psychology, a core subject in research methods and ethics, and a research project.

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 undergraduate degree course in psychology accredited by the Australian Psychological Society. Entry standard is at least a credit average in the undergraduate psychology subjects completed.

Course Requirements:

The course consists of subjects totalling 24 credit points, made up of 16 credit points from the specified subjects, and 8 credit points from the elective subjects.

Course Advice:

Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of their program of study.

Professional Recognition:

The course is an accredited fourth year course recognised by the Australian Psychological Society, giving graduates eligibility for Associate Membership of the Society.

Course Convener:

Professor Marie Carroll 3B22 (02) 6201 2535/2653

School of Human and Biomedical Sciences

Typical Full-time Course Structure:

Graduate Diploma in Applied Psychology

Semester 1	Semester 2
YEAR 1	
004693 Research Methods and Ethics in Psychology PG (year-long)	004693 Research Methods and Ethics in Psychology PG (cont'd)
005055 Research Project in Psychology PG (year-long)	005055 Research Project in Psychology PG (cont'd)
Elective subject*	Elective subject*

* Two elective subjects are to be chosen from the following

004687 Applications in Health Psychology PG

004688 Counselling Psychology

004691 Organisational Psychology PG

004692 Psychological Measurement PG

Graduate Diploma of Applied Science (151)

- Specialisation in Cultural Heritage Management (151AB)
- General Science (151AC)
- Specialisation in Nutritional Science (151AI)
- Specialisation in Public Health Nutrition (151AG)

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, General Science (151AC), or in a specialisation. Specialisations have been defined in cultural heritage management, nutritional science and public health nutrition.

Course Duration:

1 year of full-time study, equivalent part-time.

Admission Requirements:

General Science: Completion of a bachelor degree in a science related field from a recognised institution. See also details given for each specialisation.

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 subject titled 001807 Research Planning PG (3 credit points)

(b) 9 credit points in Applied Science and/or Information Sciences and Engineering forming a coherent group of subjects in a field of applied science, and

(c) either a required subject titled Research Project in Applied Science PG (undertaken at postgraduate level) or two postgraduate subjects 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 subjects at level 3 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 subject 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:

Cultural Heritage Management:

Dr Linda Young 7D12 (02) 6201 2079 School of Resource, Environmental and Heritage Sciences

General Science:

Associate Professor Terry Birtles 3D3 (02) 6201 2326 School of Resource, Environmental and Heritage Sciences

Nutritional Science:

Dr Karen Cashel 12C20 (02) 6201 2745 School of Human and Biomedical Sciences

Public Health Nutrition:

Dr Karen Cashel 12C20 (02) 6201 2745 School of Human and Biomedical Sciences

Specialisation in Cultural Heritage Management (151AB)

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 backgrounds 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; maximum 8 semesters.

Admission Requirements:

Applicants must have completed a recognised bachelor degree in Applied Science or hold qualifications deemed equivalent by the University's Admissions Committee.

Course Requirements:

At least 24 credit points, with at least 12 credit points at PG level, as set out below:

(a) 8 credit points from the following subjects:

005003 Cultural Heritage Management G**

005004 Heritage Interpretation PG##

(b) 16 credit points from the following subjects (4 subjects to be chosen):

005005 Cross Cultural Heritage Management G**

003943 Introduction to Management G**

003764 Management of Archives G**

005006 Museology G**

003973 Planning and Environmental Law G##

005007 Issues in Cultural Heritage Management PG##

005008 Preventive Conservation PG##

005009 Professional Practice in CHM PG@@

Course Structure:

The cultural heritage management program offers choice to satisfy the course requirements. In Semester 1 1999 the subjects marked ** are available, and in Semester 2 the subjects marked ## are available. The subject marked @@ is available in both semesters.

Course Advice:

Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

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:

Ms Linda Young 7D12 (02) 6201 2079

School of Resource, Environmental and Heritage Sciences

General Science (151AC)

Intending students are advised to consult the course convener in the first instance.

Course Convener:

Associate Professor Terry Birtles 3D3 (02) 6201 2326

School of Resource, Environmental and Heritage Sciences

Specialisation in Nutritional Science (151AI)

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 for people seeking a professional level of education in nutrition, particularly new graduates, or for those seeking re-training. It also caters for those whose employment overlaps the nutritional area, such as teachers, food technologists and other food scientists, sport advisers, science communicators, and health workers, 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 subjects are available, and interested students should contact the specialisation convener.

Students may also apply directly for admission to a two year equivalent full-time masters degree program, or apply upon successful completion of their graduate diploma.

Course Duration:

1 year full-time or equivalent part-time; maximum 4 years.

Admission Requirements:

Applicants must have a recognised bachelor degree in science or a related field, with 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 as set out in the typical course structure.

Course Advice:

Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Specialisation Convener:

Dr Karen Cashel 12C20 (02) 6201 2745

School of Human and Biomedical Sciences

Typical Full-time Course Structure:

Graduate Diploma of Applied Science - Nutritional Science

Semester 1	Semester 2
YEAR 1	
004144 Nutritional Science*	004251 Nutrition and Health PG
004249 Nutritional Science and the Lifecycle PG	003315 Food, Nutrition and Society*
004250 Nutrition Research Design PG	003262 Research Project in Applied Science (3) PG
001807 Research Planning PG	elective(s)

* or elective if already completed. The subject 004307 Nutritional Science for Physical Activity PG is available.

Specialisation in Public Health Nutrition (151AG)

The specialisation in public health nutrition focuses on the health promotion and disease prevention aspects of human nutrition. The development of approaches to public health and the epidemiological and dietary research basis for these are studied. This area of study is particularly suitable for people whose employment overlaps the nutritional area, such as health workers, medical practitioners, dietitians, pharmacists, nurses, health educators and teachers, 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 subjects are available, and interested students should contact the specialisation convener.

Students may also apply directly for admission to the two year full-time equivalent masters program, or apply upon successful completion of their graduate diploma.

Course Duration:

1 year full-time or equivalent part-time; maximum 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 as set out in the typical course structure.

Course Advice:

Students will have access to course advisers with whom they are encouraged to discuss all matters relating to the planning of this program of study.

Specialisation Convener:

Dr Karen Cashel 12C20 (02) 6201 2745

School of Human and Biomedical Sciences

Typical Full-time Course Structure:

Graduate Diploma of Applied Science - Public Health Nutrition

Semester 1	Semester 2
YEAR 1	
004144 Nutritional Science*	004251 Nutrition and Health PG
003031 Epidemiology and Health Statistics PG	004547 Influences on Nutritional Change PG
Elective(s)	003262 Research Project in Applied Science (3) PG
001807 Research Planning PG	Elective(s)

*or elective if already completed.

Graduate Diploma in Nursing (181AA)

The aim of this course is to provide registered nurses with advanced knowledge in specific areas of nursing practice.

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 subjects totalling 24 credit points.

Note that if the subject 001807 Research Planning PG (3 cp) is completed instead of 003649 Nursing Research PG (4 cp), the total will be 23 credit points.

Course Convener:

Mrs Carmel O'Meara 12D9 (02) 6201 2084

School of Nursing

Typical Full-time Course Structure:

Graduate Diploma in Nursing

Semester 1	Semester 2
YEAR 1	
003647 Nursing Trends and Issues PG1	003650 Nursing Trends and Issues PG2
003648 Nursing Specialty Practice PG1	003651 Nursing Specialty Practice PG2
003649 Nursing Research PG *or* 001807 Research Planning PG	003646 Theoretical Foundations of Nursing PG

Graduate Diploma in Critical Care Nursing (357AA)

Graduate Diploma in Gerontic Nursing (358AA)

Graduate Diploma in Mental Health Nursing (359AA)

Graduate Diploma in Midwifery (360AA)

Graduate Diploma in Oncology Nursing (361AA)

These postgraduate courses provide the opportunity for registered nurses to expand their knowledge in the nursing discipline by promoting education and research in selected areas of clinical practice. These include critical care, gerontology, mental health, midwifery, oncology, neonatal, and paediatric and child health nursing. The importance of clinical practice in these courses is emphasised by a major part of each course focusing on clinical practice. However, note that all specialisations may not be available every year, mental health and oncology nursing are not on offer in 1999.

It is also planned to offer graduate diploma courses in neonatal nursing, and in paediatric and child health nursing, as well as a graduate certificate in cancer nursing. Further information on these courses is available from Mrs Carmel O'Meara, telephone (02) 6201 2084.

Course Duration:

1 year full-time or equivalent part-time.

Admission Requirements:

Admission to these courses requires applicants to be eligible for registration as a nurse in the ACT and to meet at least one of the following criteria:

* posses an award of Bachelor of Nursing, Bachelor of Applied Science in Nursing Science or an award deemed equivalent; or

* possess a relevant award at the bachelor degree level; or

* submit such other evidence of general and professional nursing qualifications which shall satisfy the Academic Board of the University that the applicant possesses the educational preparation and capacity to pursue graduate studies.

Applicants are required to have had at least one year of full-time clinical experience since initial registration as a nurse.

Course Requirements:

Satisfactory completion of 6 required subjects totalling 24 credit points.

Course Convener:

Mrs Carmel O'Meara 12D9 (02) 6201 2084/5129

School of Nursing

Typical Full-time Course

Graduate Diploma in Speciality Nursing

Semester 1	Semester 2
YEAR 1	
004703 Principles of Speciality Nursing Care PG	004702 Concepts of Organisation, Delivery and Evaluation of Speciality Practice PG
and:	
004706 Critical Care Nursing Theory PG1	004707 Critical Care Nursing Theory PG2
005001 Critical Care Nursing Practice PG (year-long)	005001 Critical Care Nursing Practice PG (cont'd)
Or	
004710 Gerontic Nursing Practice PG1	004711 Gerontic Nursing Practice PG2
004708 Dynamics of Healthy Ageing PG1	004709 Dynamics of Healthy Ageing PG2
Or	
005002 Midwifery Practice PG (year-long)	005002 Midwifery Practice PG (cont'd)
004716 Midwifery Care PG1 : The Birthing Process	004717 Midwifery Care PG2 : Complications of Birthing Process
Or	
004720 Oncology Nursing Practice PG1	004721 Oncology Nursing Practice PG2
004722 Oncology Nursing Theory PG1 : Care Pathophysiology and Cancer Therapy	004723 Oncology Nursing Theory PG2 : Nursing Issues in Cancer

Degree of Master of Applied Psychology (Counselling) (by coursework) (465AA)

The course aims to cater for Psychology graduates who are seeking membership of the College of Counselling Psychologists and full membership of the Australian Psychological Society.

For the coursework components of this masters degree, a variety of teaching and delivery styles will be used. A flexible mode of delivery will be a key feature of the course. In particular, formal meetings will be held at times convenient to employed students, eg in blocks of time during weekends or vacations, and most of the placement instruction will take place off campus.

Course Duration:

2 years full-time or four years part-time.

Admission Requirements:

The normal masters degree admission requirements plus evidence of successful completion of a fourth year in psychology in an APS-accredited program. Although academic attainment will be one primary criterion for entry, an interview and referees' reports will also be required.

Course Requirements:

The program consists of coursework, practical placement and a research project to total 48 credit points. The coursework component comprises 42% or 20 credit points, the placement comprises 25% or 12 credit points, and the research component comprises 33% or 16 credit points.

Students are required to take the following coursework subjects:

Semester 1	Semester 2
YEAR 1	
005154 Counselling Skills M (4 cp)	005152 Group Counselling M (4cp)
005153 Psychological Assessment M (4cp)	005151 Research Methods and Ethics M (4 cp)
005155 Counselling Psychology Theory and Method M (4 cp)	005150 Practical Placement M 1 (4 cp)

YEAR 2 consists of practical placement and a research project:

tba Practical Placement 2 (4 cp)

tba Practical Placement 3 (4 cp)

tba Masters Thesis in Applied Psychology (16cp)

Course Advice:

Students must consult with the course convener at the commencement of, and during, their studies.

Course Convener:

To be advised.

Enquiries: telephone (02) 6201 2653

Degree of Master of Applied Science (by coursework)

- Cultural Heritage Management (305AA)
- General Science (305AB)
- Resource Management (305AC)

Cultural Heritage Management (305AA)

General Science (305AB)

Resource Management (305AC)

In 1999 these courses will be available to international students only.

Degree of Master of Applied Science (by research) (156)

- Specialisation in Conservation of Cultural Materials (156AG)
- Specialisation in Cultural Heritage Management (156AA)
- General Science Option (156AB)
- Specialisation in Resource Management (156AH)

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.

Specialised Master of Applied Science programs have been developed in the fields of conservation of cultural materials, cultural heritage management, and resource management. A fourth Master of Applied Science specialisation known as the General Science option is available to applicants in any other field of Applied Science for which supervision is available from among the current academic staff in the Faculty. Each of these four specialisations is described in more detail below.

Specialisation in Conservation of Cultural Materials (156AG)

This specialisation within the Degree of Master of Applied Science gives a student the opportunity to do advanced research into 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 the equivalent part-time.

Admission Requirements:

Applicants should have completed an undergraduate degree with above average performance.

Applicants also need one of the following:

(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) degree specialising 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:

A by thesis alone

002000 Applied Science Masters Thesis Type 1M (full) (48 credit points)

or 002619 Applied Science Masters Thesis Type 1M (part-time) (48 credit points).

B by coursework and thesis

002001 Applied Science Masters Thesis Type 2M (full) (36 credit points)

or 002620 Applied Science Masters Thesis Type 2M (part-time) (36 credit points)

and such other subjects valued at a minimum of 12 credit points which the Faculty Higher Degree Committee approves as forming a coherent study program.

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 course convener and the lecturer in charge of the area of specialisation.

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 professional membership of the Australian Institute for Conservation of Cultural Materials.

Postgraduate Degrees Convener:

Professor Colin Pearson 7D7 (02) 6201 2368

School of Resource, Environmental and Heritage Sciences

Specialisation in Cultural Heritage Management (156AA)

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 the equivalent 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:

A by thesis alone

002000 Applied Science Masters Thesis Type 1M (full) (48 credit points)

or 002619 Applied Science Masters Thesis Type 1M (part-time) (48 credit points).

B by coursework and thesis

002001 Applied Science Masters Thesis Type 2M (full) (36 credit points)

or 002620 Applied Science Masters Thesis Type 2M (part-time) (36 credit points)

and such other subjects valued at a minimum of 12 credit points which the Faculty Higher Degree Committee approves as forming a coherent study program.

Note that these can be subsumed from a graduate diploma undertaken at the University of Canberra, or equivalent.

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 Monuments and Sites (ICOMOS); Association for Preservation Technology; International Council on Museums (ICOM).

Specialisation Conveners:

Ms Linda Young 7D12 (02) 6201 2079

Dr Amar Galla 7C3 (02) 6201 2199

School of Resource, Environmental and Heritage Sciences

General Science Option (156AB)

Students who wish to pursue postgraduate research program in Applied Science which cannot be accommodated within any of the Master of Applied Science specialisations described above, or other degree programs offered by the Faculty, may apply to enter the Master of Applied Science interdisciplinary option, General Science.

It is essential that there should be one or more Faculty members available and willing to supervise the student for the proposed program and applicants are strongly advised to discuss their plans with a possible supervisor before submitting an application. Current areas of expertise in the Faculty include applied ecology, applied psychology, earth and land science, environmental chemistry, human physiology, immunology, microbiology, nutritional science, remote sensing and geographical information systems, and water science/ freshwater ecology.

Course Duration:

Minimum of 2 years full-time or equivalent part-time; maximum of 3 years full-time or the equivalent 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:

A by thesis alone

002000 Applied Science Masters Thesis Type 1M (full) (48 credit points)

or 002619 Applied Science Masters Thesis Type 1M (part-time) (48 credit points).

B by coursework and thesis

002001 Applied Science Masters Thesis Type 2M (full) (36 credit points)

or 002620 Applied Science Masters Thesis Type 2M (part-time) (36 credit points)

and such other subjects valued at a minimum of 12 credit points which the Faculty Higher Degree Committee approves as forming a coherent study program.

Note that these can be subsumed from a graduate diploma undertaken at the University of Canberra, or equivalent.

Course Advice:

Students must consult with their supervisors for course advice at the commencement of, and during, their studies.

Specialisation Convener:

Mr M Sayers 3B47b (02) 6201 2608.

School of Human and Biomedical Sciences

Specialisation in Resource Management (156AH)

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. Part of the first year may be spent on coursework.

Expert supervision is offered in the following fields - conservation biology, vertebrate pests, vegetation analysis and management, wildlife ecology, parks and heritage, resource use, catchment processes, fisheries management, regolith geology, soil science, exploration geology, exploration geochemistry, land appraisal, geomorphology, remote sensing, and geographic information systems.

Course Duration:

Minimum of 2 years full-time or equivalent part-time; maximum of 3 years full-time or the equivalent 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 would normally possess one of the following

(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 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:

A by thesis alone

002000 Applied Science Masters Thesis Type 1M (full) (48 credit points)

or 002619 Applied Science Masters Thesis Type 1M (part-time) (48 credit points).

B by coursework and thesis

002001 Applied Science Masters Thesis Type 2M (full) (36 credit points)

or 002620 Applied Science Masters Thesis Type 2M (part-time) (36 credit points)

and such other subjects valued at a minimum of 12 credit points which the Faculty Higher Degree Committee approves as forming a coherent study program.

Note that these can be subsumed from a graduate diploma undertaken at the University of Canberra, or equivalent.

Course Advice:

Students must consult with their supervisors for course advice at the commencement of, and during, their studies.

Specialisation Convener:

Dr David Williams 3C38 (02) 6201 2544

School of Resource, Environmental and Heritage Sciences

Degree of Master of Applied Science in Sports Studies (by research) (191AC)

Degree of Master of Arts in Sports Studies (by research) (144AB), (144AC)

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 exercise physiology, biomechanics or motor learning.

Course Duration:

Minimum of 2 years full-time or the equivalent part-time; maximum of 3 years full-time or the equivalent 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 points from 3 of the following 4 subjects as required in the following courses:

(i) Sports Science (191AC)

Exercise Physiology, Biomechanics, or Motor Learning

004396 Advanced Concepts in Sports Studies M 4cps

004397 Laboratory Methods in Sports Science M 4cps

004082 Statistical Principles and Research Design for Sports Studies M

or Elective PG or M subject

(ii) Sports Administration (144AB)

004396 Advanced Concepts in Sports Studies M 4cps

004084 Administration of Sport M

004082 Statistical Principles and Research Design for Sport Studies M

or Elective PG or M subject

(iii) Sports Humanities/Media (144AC)

004396 Advanced Concepts in Sports Studies M 4cps

004085 Research Resources in Sports Studies M

001593 Special Studies in Sports Historiography M

or Elective PG or M subject

and

B A total of 36 credit points from the following subject(s):

004394 Sports Studies Thesis M (36cp) (full)

or

004395 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 be eligible for membership of professional organisations relevant to sport, including the Australian Council of Health, Physical Education and Recreation (ACHPER), the Australian Society for Sports Administrators (ASSA), and Sports Medicine Australia (SMA).

Course Convener:

Dr John Gross 3B47c (02) 6201 2637

School of Human and Biomedical Sciences

Degree of Master of Nursing (by coursework) (221AA)

The aim of this coursework program is to provide registered nurses with advanced knowledge of nursing, research and leadership skills to function in speciality areas of nursing practice.

Course Duration:

Minimum of 2 years full-time or equivalent part-time study at postgraduate level and including a subsumed postgraduate diploma in Nursing. Maximum period of study is 3 years 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 also required.

Course Requirements:

Satisfactory completion of 48 credit points. Note that if the subject 001807 Research Planning PG (3 cp) is completed instead of 003649 Nursing Research PG (4 cp), the total will be 47 credit points.

Course Convener:

Mrs Carmel O'Meara 12D9 (02) 6201 2084, e-mail: omeara@science.canberra.edu.au

School of Nursing

Typical Full-time Course Structure

Master of Nursing

Semester 1	Semester 2
YEAR 1	
003647 Nursing Trends and Issues PG1	003650 Nursing Trends and Issues PG2
003648 Nursing Specialty Practice PG1	003651 Nursing Specialty Practice PG2
003649 Nursing Research PG *or* 001807 Research Planning PG	003646 Theoretical Foundations of Nursing PG
YEAR 2	
003654 Nursing Role Theory M3	003287 Nursing Project M
003653 Nursing Specialty Practice M4	
003652 Theoretical Applications M4	

Degree of Master of Nursing (by research) (221AB)

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:

Minimum of 2 years full-time or the equivalent part-time; maximum of 3 years 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 also required.

Course Requirements:

Satisfactory completion of 48 credit points.

(a) 8 credit points from the following required subjects:

003649 Nursing Research PG or 001807 Research Planning PG

003646 Theoretical Foundations in Nursing PG

plus

(b) 004393 Master of Nursing Thesis (40cp) (part-time) *or*

004392 Master of Nursing Thesis (40cp) (full-time)

Note that if the subject 001807 Research Planning PG (3 cp) is completed instead of 003649 Nursing Research PG (4 cp), the total will be 47 credit points.

Course Convener:

Mrs Carmel O'Meara 12D9 (02) 6201 2084

School of Nursing

Typical Full-time Course Structure:

Degree of Master of Nursing

Semester 1	Semester 2
YEAR 1	
003649 Nursing Research PG	003646 Theoretical Foundations of Nursing PG
004392 Master of Nursing Thesis (40cp)	004392 Master of Nursing Thesis (40cp)
YEAR 2	
004392 Master of Nursing Thesis (40cp)	004392 Master of Nursing Thesis (40cp)

Degree of Master of Sports Medicine (by coursework) (280AA)

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 the Faculty of Applied Science, 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:

1 year full-time.

Admission Requirements:

The course is available for medical graduates with at least one year of postgraduate clinical experience.

Course Requirements:

48 credit points from 7 required subjects at postgraduate level.

Required Subjects:

004169 Clinical Sports Injury Management PG1 (Sports Medicine)

004174 Research Methods PG1 (Sports Medicine)

004172 Scientific Basis of Clinical Sports Medicine PG

004170 Internal Medicine in Sport and Exercise PG (Sports Medicine)

004171 Clinical Sports Injury Management PG2 (Sports Medicine)

004175 Research Methods PG2 (Sports Medicine)

004173 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 (02) 6214 1253 or fax (02) 6214 1603

Course Convener:

Dr Kieran Fallon (02) 6214 1253 or fax (02) 6214 1603

School of Human and Biomedical Sciences

Degree of Master of Sports Physiotherapy (by coursework) (356AA)

This course satisfies a demand for those who seek a recognised postgraduate qualification in sports physiotherapy. It consists of a clinically oriented program of study in principles and practice of sports physiotherapy and specifically related areas. Students will complete 250 hours of supervised clinical practice. The course is full-fee paying and is available only on a full-time basis.

The course, which is administered by the Faculty of Applied Science, is conducted by the Department of Sports Physiotherapy in the Centre for Sports Science and Sports Medicine at the Australian Institute of Sport in Canberra.

Course Duration:

1 year full-time.

Admission Requirements:

Students will require a recognised Physiotherapy degree such as a Bachelor of Physiotherapy or Bachelor of Applied Science (Physiotherapy), and four years of approved clinical physiotherapy experience. Selection of candidates will be made on the basis of written application and an interview. Preference will be given to applicants who have demonstrated a particular interest in, and commitment to, sports physiotherapy.

Overseas physiotherapy qualifications shall be judged on a case by case basis. The criteria for admission shall be the length of the physiotherapy course, academic and clinical content, particularly in the field of musculoskeletal physiotherapy, and whether the qualification would render the applicant eligible to register as a physiotherapist in Australia.

Course Requirements:

48 credit points from 8 required subjects at postgraduate level.

Required Subjects:

004695 Clinical Sports Injury Management PG1 (Sports Physiotherapy)

004699 Research Methods PG1 (Sports Physiotherapy)

004694 Clinical Sciences in Sports Physiotherapy PG

004697 Musculoskeletal Medicine in Sports and Exercise PG1 (Sports Physiotherapy)

004696 Clinical Sports Injury Management PG2 (Sports Physiotherapy)

004670 Research Methods PG2 (Sports Physiotherapy)

004698 Musculoskeletal Medicine in Sport and Exercise PG2 (Sports Physiotherapy)

Course Advice:

Students must consult with their supervisors for course advice at the commencement of, and during, their studies.

Course Convener:

Ms Margaret Grant: (02) 6214 1253 or fax (02) 6214 1603

School of Human and Biomedical Sciences

Degree of Doctor of Philosophy (232AA)

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 of supervisors.

It is strongly recommended that all potential candidates contact the course convener prior to submission of an application, as a research proposal (3-5pages) is required with the application.

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;

* to 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;

* to develop the skills necessary for communicating the results of their work effectively to other professionals in their field of study; and

* to 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 part-time equivalent.

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:

004091 Doctoral Thesis in Applied Science D (full-time) or

004090 Doctoral Thesis in Applied Science D (part-time)

Course Convener:

Dr Martin Thoms 3C41 (02) 6201 2133, e-mail thoms@science.canberra.edu.au

School of Resource, Environmental and Heritage Sciences

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- Degree of Doctor of Philosophy (232AA)

General Information

Dean

Professor Peter Putnis

Head of School of Creative Communication and Culture Studies

Mr Ron Miller

Head of School of Information Management and Tourism

Associate Professor Belle Alderman

Head of School of Professional Communication Studies

Dr Warwick Blood

Executive Assistant

Ms Bronwyn Low

General Enquiries

1C143 (02) 6201 2901

The Faculty of Communication offers undergraduate, graduate and postgraduate courses, as listed on the previous page. The Faculty has three Schools, namely the School of Creative Communication and Culture Studies, the School of Information Management and Tourism, and the School of Professional Communication Studies.

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.

Communication Learning Resource Centre

The Centre has a number of computers, a seminar room, and a large meeting room with tea/coffee making facilities. Resources include videos, course readings and lecture notes, and other Faculty information. A part-time supervisor/tutor is available to assist students and to run workshops in written and oral communication, research skills, information literacy and other learning skills, including equity programs.

The Centre is available for use by all Communication students and by staff for project work, one-on-one consultation, small group support seminars and related activities.

Location: 1C33

Enquiries: Telephone (02) 6201 5063/5064.

Field Classes

Field study or placements may comprise a part or whole of some of the subjects 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.

Double degrees with Law

The entry level for each double degree course is determined in consultation between the Faculty and the Faculty of Management and Law. 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. It is essential to include in the first degree the approved Law major as an elective. They will be awarded the first degree before proceeding to the final two years of the Law degree.

Degree of Bachelor of Arts (429AA)

For students who are not yet fully committed to a particular professional or vocational course, the Bachelor of Arts program allows them to make a considered decision after entry into the University.

The course is intended to provide an opportunity for either cross-disciplinary study, or for an integrated course in general but related studies. Entry into the Bachelor of Arts course does not preclude students from transferring to a specialised degree if they find that some of the majors they have embarked upon provide the professional or vocational training they would like to take up.

Access to this general education obtained through contact with a wide range of disciplines leaves options open for further study or for specific careers training upon graduation.

The Bachelor of Arts degree provides a broad preparation for administrative careers in business government, depending upon the major studies chosen. Other areas include teaching (with a suitable qualification in education) and tourism.

Course Duration:

3 years full-time or equivalent part-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

At least 72 credit points comprising:

22 credit points from an Approved `Arts' Major from the schedule given below

22 credit points from an Approved Major

14 credit points from an Approved Minor

6 credit points from any two level 1 subjects

8 credit points from two approved General Education subjects.

Schedule of Approved `Arts' Majors:

Accounting

Adult Education and Professional Development

Applied Linguistics

Applied Psychology: Health Psychology

Chinese Language

Communication

Community Advocacy

Creative Writing

Employment Relations

Economics: Arts Type

Expressive Arts

Graphic Communication

Health Promotion

Human Movement Sciences

Inclusive Education

Information and Records Management

Information Systems

Japanese Language

Law

Literary Studies

Management

Marketing

Mathematical Structures

Physical Education (Early Childhood/Primary Teaching)

Politics

Sociology

Spanish Language

Thai Language

Tourism

Workplace Writing and Technology

Approved Major/Approved Minor:

For information on approved majors and approved minors offered and the subjects comprising them, refer to the listings under those headings in the Handbook.

Any Level 1 Subjects:

Refer to the subject availability listing in this Handbook.

General Education Subjects:

Refer to the listing of general education subjects in this Handbook for information on subjects offered.

Course Advice:

Students are advised to consult the course convener.

Course Convener:

Professor W. Mandle 1C136 (02) 6201 2035/2312

School of Creative Communication and Culture Studies

Degree of Bachelor of Arts/Degree of Bachelor of Laws (401AA)

The basic structure of this double degree program is that students complete a law major in their first degree, and following completion of the arts degree they can then complete the law degree in a further two years of study.

Course Duration:

5 years full-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

At least 120 credit points comprising:

22 credit points from an Approved `Arts' Major as approved by the course convener,

22 credit points from the Approved Major in Law,

14 credit points from an Approved Minor,

6 credit points from two General Education subjects,

52 credit points from the Specific Core in Law,

4 credit points from the subject 004623 Litigation and Dispute Processing LLB.

Approved `Arts' Major:

Refer to the list given for the Bachelor of Arts degree above.

Approved Major in Law, Approved Minor and General Education subjects:

For details refer to the listings under those headings in the Handbook.

Specific Core in Law:

Refer to the Bachelor of Laws course (349AB) for details.

Honours:

The law degree may be awarded with honours. Refer to the entry under Law degree with honours in the Faculty of Management and Law section of the Handbook for the academic requirements.

Course Advice:

Students may consult the appropriate course convener.

Course Convener for Arts: Professor W Mandle 1C136 (02) 6201 2035/2312

Course Convener for Law: Mr Michael Dirkis 6C60 (02) 6201 5773

Degree of Bachelor of Arts in Professional Writing (423AA)

This course aims to teach students both the theory and practice of creative prose writing and scriptwriting against a backdrop of literature and culture studies. It also teaches skills and techniques in short story writing, novels, genre writing, writing for young people, feature writing and radio and television scriptwriting.

Students are encouraged to develop critical and analytical skills aimed at both existing texts and texts they create. They receive a broad education in literary and cultural factors which influence the production and reception of texts. There is room for elective study in other courses and faculties within the University of Canberra, and at other universities.

On completion of this course, it is expected that students will be able to

* develop and utilise strategies for enhancing creativity

* use a variety of source materials and employ a variety of writing forms and techniques in drafting and developing their written work

* critically edit and rewrite their work

* develop an understanding of the need for professional standards in various writing fields

* demonstrate understanding of the relationship between content and form

* use reading skills to analyse literary texts and formulate creative and critical responses to them

* develop an understanding of the influence that literary, social and cultural factors have on the production and reception of texts

* place their own writing in the social and historical context of Australian and world writing

* use a range of practical information technology skills and on-line subscribed services, including the Internet.

Course Duration:

3 years full-time or equivalent part-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW; 2u English.

Course Requirements:

At least 72 credit points comprising the following:

58 credit points from a Specific Core in Professional Writing

14 credit points from an Approved Minor.

Specific Core in Professional Writing:

003762 Communication Interface 1

004855 Creative Writing 1

004856 Creative Writing 2

000399 Literary Studies 1

004869 Literary Studies 2

004277 Media Representation and Analysis

004857 Creative Writing 3

004858 Creative Writing 4

004870 Literary Studies 3

004971 Literary Studies 4

003433 Writing for Young People

004649 Creative Communication 1

004650 Creative Communication 2

One of the following two subjects:

004863 Genre 1 *or*

004864 Genre 2

004025 Publishing

004879 Writing Project

Approved Minor:

An approved minor may be selected from any available within the Faculty of Communication, other faculties at the University of Canberra, or at other universities where cross-institutional arrangements are in place. For details of the subjects comprising approved minors, refer to the listing under that heading in the Handbook.

Course Advice:

Students seeking course advice should contact the program director.

Program Director:

Ms Maureen Bettle 9C14 (02) 6201 2341

School of Creative Communication and Culture Studies

Typical Full-time Course Structure

Bachelor of Arts in Professional Writing

Semester 1	Semester 2
YEAR 1	
004855 Creative Writing 1	004856 Creative Writing 2
000399 Literary Studies 1	004869 Literary Studies 2
003762 Communication Interface 1	004277 Media Representation & Analysis
Minor	Minor
YEAR 2	
004857 Creative Writing 3	004858 Creative Writing 4
004870 Literary Studies 3	004971 Literary Studies 4
Minor	Minor
YEAR 3	
004025 Publishing	004879 Writing Project
003433 Writing for Young People	004863 Genre 1 or 004864 Genre 2 (offered in alternate years but neither available in 1999)
004649 Creative Communication 1	004650 Creative Communication 2

Bachelor of Communication Courses

The courses in Communication offered by the Faculty are interdisciplinary and designed to prepare students for public and private sector employment in areas that require a thorough understanding of the nature and operation of communication processes in modern society.

The Bachelor of Communication degree courses provide a strong grounding in communication research methods and applications, and industry experience opportunities. They are based on a Common Core in Communication together with specialised studies for each professional stream.

Common Core in Communication:

004014 Introduction to Communication

004013 Communication Traditions

Professional Options

Two of the following six alternatives:

Communication History (available in alternate years from 1999)

004008 Communication History 1

004009 Communication History 2

Creative Communication

004649 Creative Communication 1

004650 Creative Communication 2

Mass Communication

004054 Mass Communication Production

004651 Mass Communication Audiences

Organisational Communication

004670 Intercultural Communication

004669 Organisational Communication

New Technologies (available in alternate years from 1998)

004656 New Technologies and Convergence 1

004657 New Technologies and Convergence 2

Special Studies (with the permission of the Course Convener)

004883 Special Studies in Communication 1

004884 Special Studies in Communication 2

Degree of Bachelor of Communication : Advertising/ Marketing Communication (376AA)

The advertising/marketing communication course 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 advertising and marketing communication 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, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

At least 70 credit points from the following:

22 credit points from a Common Core in Communication

34 credit points from a Specific Core in Advertising/Marketing Communication

14 credit points from an Approved Minor

Common Core in Communication:

Refer to details previously given.

Specific Core in Advertising/Marketing Communication:

(i) Advertising/Marketing subjects 22 credit points

004880 Introduction to Public Relations and Marketing Communication

002483 Advertising Strategy

002484 Advertising Operations

Two of the following three subjects:

004243 International Advertising

004244 Copywriting

004240 Integrated Communication Campaigns

(ii) Skills subjects 12 credit points

002312 Communications Research Methods

One of the following two choices:

003762 Communication Interface 1

002571 Language, Culture and Society

One of the following two choices:

000034 Macroeconomics 1 and

000020 Microeconomics 1, *or*

003519 Economics 1A

Approved Minor:

An approved minor may be chosen according to the student's vocational objectives and educational interests. For information on approved minors offered and the subjects comprising them, refer to the listing under that heading in the Handbook.

Course Advice:

Students seeking course advice should contact the program director.

Program Director:

Mr Felix Stravens 1C120 (02) 6201 2906

e-mail: frs@comserver.canberra.edu.au

School of Professional Communication Studies

Typical Full-time Course Structure:

Bachelor of Communication - Advertising/Marketing Communication

Semester 1	Semester 2
YEAR 1	
004014 Introduction to Communication	004013 Communication Traditions
004880 Introduction to Public Relations & Marketing Communication (year-long)	004880 Introduction to Public Relations & Marketing Communication (cont'd)
002312 Communication Research Methods	001228 Language, Culture and Society
	or 003762 Communication Interface 1
003519 Economics 1A (year-long)	003519 Economics 1A (cont'd)
or 000034 Macroeconomics 1	*or* 000020 Microeconomics 1 (if 000034 Macroeconomics 1 taken in Semester 1)
YEAR 2	
Communication Core subject#	Communication Core subject#
002483 Advertising Strategy	002484 Advertising Operations
Approved Minor	Approved Minor
YEAR 3	
Communication Core subject#	Communication Core subject#
00243 International Advertising *or* 004244 Copywriting	004240 Integrated Communication Campaigns
Approved Minor	Approved Minor

Refer to the listing given above for the choices available.

Degree of Bachelor of Communication : Advertising/ Marketing Communication)/Degree of Bachelor of Laws (403AD)

This course would be useful to students with a particular interest in law and who wish to combine their advertising/marketing communication studies with training in law.

Course Duration:

5 years full-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

At least 124 credit points comprising

(a) 28 credit points from the Specific Core in Advertising/Marketing Communication

(b) 22 credit points from the Common Core in Communication

(c) 22 credit points from the Approved Major in Law

(d) 52 credit points from the Specific Core in Law

(e) the subject 004623 Litigation & Dispute Processing (LLB) may also be undertaken.

Refer to the information given for the Advertising/Marketing Communication course for details of the Specific Core in Advertising/ Marketing Communication, and to the Law degree course (349AB) for details of the Specific Core in Law. Information on approved majors is given under that listing in the Handbook.

Honours:

The law degree may be awarded with honours. Refer to the entry under Law degree with Honours in the Faculty of Management and Law section of the Handbook for the academic requirements.

Course Advice:

Students may consult the appropriate course convener.

Course Convener for Advertising/Marketing Communication: Mr Felix Stravens 1C120 (02) 6201 2906

Course Convener for Law: Mr Michael Dirkis 6C60 (02) 6201 5773

Degree of Bachelor of Communication : Journalism (376AB)

The degree course 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 clubs and associations, and with 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, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

At least 72 credit points comprising the following:

47 credit points from a Specific Core in Journalism

22 credit points from an Approved Major

3 credit points from an approved General Education subject

Specific Core in Journalism:

(i) Communication subjects: 14 credit points

004014 Introduction to Communication

004013 Communication Traditions

Professional Options

One of the following six alternatives:

Communication History (available in alternate years from 1999)

004008 Communication History 1

004009 Communication History 2

Creative Communication

004649 Creative Communication 1

004650 Creative Communication 2

Mass Communication

004054 Mass Communication Production

004651 Mass Communication Audiences

Organisational Communication

004670 Intercultural Communication

004669 Organisational Communication

New Technologies (available in alternate years from 1998)

4656 New Technologies and Convergence 1

4657 New Technologies and Convergence 2

Special Studies (with the permission of the course convener)

004883 Special Studies in Communication 1

004884 Special Studies in Communication 2

(ii) Journalism subjects: 26 credit points

003736 Introduction to News

004239 Business Journalism

Professional Options

One of the following two alternatives:

Broadcast Journalism

001831 Broadcast Journalism 1

001832 Broadcast Journalism 2

004647 Advanced Broadcast Journalism 1

004648 Advanced Broadcast Journalism 2

Print Journalism

004658 Print Journalism 1

004659 Print Journalism 2

004030 Sub-editing

004024 Publication Design

(iii) Skills subjects: 7 credit points

002312 Communication Research Methods

000952 Law of Communication

Approved Major:

An approved major may be chosen from any that is compatible with the student's vocational objectives and educational interests. For information on approved majors offered and the subjects comprising them, refer to the listing under that heading in the Handbook.

General Education Subject:

For subjects available, refer to the listing of General Education subjects in the Handbook.

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.

Course Advice:

Students seeking course advice should contact the program director.

Program Director:

Ms Wendy Bilboe 9C3 (02) 6201 2597

e-mail: wab@comserver.canberra.edu.au

School of Professional Communication Studies

Typical Full-time Course Structure:

Bachelor of Communication - Journalism

Electronic Journalism emphasis

Semester 1	Semester 2
YEAR 1	
004014 Introduction to Communication	004013 Communication Traditions
003736 Introduction to News (year-long)	003736 Introduction to News (cont'd)
002312 Communication Research Methods	000952 Law of Communications
Approved Major	Approved Major
YEAR 2	
Communication Core subject#	Communication Core subject#
001831 Broadcast Journalism 1	001832 Broadcast Journalism 2
Approved Major	Approved Major
YEAR 3	
004647 Advanced Broadcast Journalism 1	004648 Advanced Broadcast Journalism 2
004239 Business Journalism	3cp General Education subject
Approved Major	Approved Major

Refer to listing given above for choices available.

Print Journalism emphasis

Semester 1	Semester 2
YEAR 1	
004014 Introduction to Communication	004013 Communication Traditions
003736 Introduction to News (year-long)	003736 Introduction to News (cont'd)
002312 Communication Research Methods	000952 Law of Communications
Approved Major	Approved Major
YEAR 2	
Communication Core subject#	Communication Core subject#
004658 Print Journalism 1	004659 Print Journalism 2
Approved Major	Approved Major
YEAR 3	
004030 Sub-Editing	004024 Publication Design
004239 Business Journalism	3cp General Education subject
Approved Major	Approved Major

Refer to listing given above for choices available.

Degree of Bachelor of Communication : Journalism/Degree of Bachelor of Laws (403AA)

This course would be useful to students with a particular interest in law and who wish to combine their journalism studies with training in law.

Course Duration:

5 years full-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

At least 124 credit points comprising:

47 credit points from a Specific Core in Journalism,

3 credit points from an approved General Education subject,

22 credit points from the Approved Major in Law,

52 credit points from the Specific Core in Law.

The subject 004623 Litigation and Dispute Processing LLB may also be undertaken.

Refer to the information given for the journalism course for details of the Specific Core in Journalism, and to the Law degree (349AB) course for details of the Specific Core in Law. Information on approved majors and general education subjects is given under those listings in this Handbook.

Honours:

The law degree may be awarded with honours. Refer to the entry under Law degree with Honours in the Faculty of Management and Law section of the Handbook for the academic requirements.

Course Advice:

Students may consult the appropriate course convener.

Course Convener for Journalism: Ms Wendy Bilboe 9C3 (02) 6201 2597

Course Convener for Law: Mr Michael Dirkis 6C60 (02) 6201 5773

Degree of Bachelor of Communication : Media/Multi-Media Production (376AC)

The course in media multi-media production 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 program 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, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

At least 72 credit points comprising :

50 credit points from a Core Program

(i) 22 credit points from a Common Core in Communication

(ii) 28 credit points from a Specific Core in Media

22 credit points from an Approved Major.

Common Core in Communication:

Refer to details given previously.

Specific Core in Media:

(i) Media subjects 22 credit points

004254 Introduction to Media

004277 Media Representation and Analysis

004652 Media Production 1

004653 Media Production 2

Professional Options

One of the following two alternatives:

New Media

004654 New Media 1

004655 New Media 2

Television Production

004663 Television Production 1

004664 Television Production 2

(ii) Skills subjects 6 credit points

002312 Communication Research Methods

One of the following two choices:

003762 Communication Interface 1 *or*

002571 Language, Culture and Society

Approved Major:

This may be chosen from those available and that are compatible with the student's vocational objectives and educational interests. For details of approved majors offered and the subjects comprising them, refer to the listing under that heading in the Handbook.

Course Advice:

Students seeking course advice should contact the program director.

Program Director:

Mr Greg Battye 9C6 (02) 6201 2928

e-mail: gpkb@comserver.canberra.edu.au

School of Creative Communication and Culture Studies

Typical Full-time Course Structure:

Bachelor of Communication - Media/Multi-Media Production

Semester 1	Semester 2
YEAR 1	
004014 Introduction to Communication	004013 Communication Traditions
004254 Introduction to Media	004277 Media Representation & Analysis
002312 Communication Research Methods	002571 Language, Culture & Society *or* 003762 Communication Interface 1
Approved Major	Approved Major
YEAR 2	
Communication pair#	Communication pair#
004652 Media Production 1	004653 Media Production 2
Approved Major	Approved Major
YEAR 3	
Communication pair#	Communication pair#
An advanced production subject*	An advanced production subject*
Approved Major	Approved Major

Refer to the listing given earlier for choices available.

* Refer to Specific Core in Media, Professional Options, for choices available.

Degree of Bachelor of Communication : Media/Multi-Media Production/Degree of Bachelor of Laws (403AB)

This course would be useful to students with a particular interest in law and who wish to combine their studies in media and multi-media production with training in law.

Course Duration:

5 years full-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

At least 124 credit points comprising:

50 credit points from a Core Program

22 credit points from a Common Core in Communication

28 credit points from a Specific Core in Media

22 credit points from the Approved Major in Law

52 credit points from the Specific Core in Law.

The subject 004623 Litigation and Dispute Processing LLB may also be undertaken.

Refer to the information given for the Media/Multi-Media Production course for details of the required Core Program, and to the Law course (349AB) for details of the Specific Core in Law. Information on approved majors is given under that listing in this Handbook.

Honours:

The law degree may be awarded with honours. Refer to the entry for the Law degree course with honours in the Faculty of Management and Law section of the Handbook for the academic requirements.

Course Advice:

Students may consult the appropriate course convener.

Course Convener for Media/Multi-Media Production: Mr Greg Battye 9C6 (02) 6201 2928

Course Convener for Law: Mr Michael Dirkis 6C60 (02) 6201 5773

Degree of Bachelor of Communication : Public Relations (376AD)

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 graduates have established their own companies.

Course Duration:

3 years full-time or equivalent part-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

At least 72 credit points comprising:

50 credit points from a Core Program

(i) 22 credit points from a Common Core in Communication

(ii) 28 credit points from a Specific Core in Public Relations

22 credit points from an Approved Major.

Common Core in Communication:

Refer to the details given previously.

Specific Core in Public Relations:

(i) Public Relations subjects: 22 credit points

004880 Introduction to Public Relations and Marketing Communication

004882 Public Relations Theory

004660 Public Relations Practice 1

004661 Public Relations Practice 2

004662 Public Relations Strategy

(ii) Skills subjects: 6 credit points

002312 Communication Research Methods

one of the following two subjects:

003762 Communication Interface 1 *or*

002571 Language, Culture and Society

Approved Major:

This may be chosen from any that is compatible with the student's vocational objectives and educational interests. For details of approved majors offered and the subjects comprising them, refer to the listing under that heading in the Handbook.

Professional Recognition:

Graduates in Public Relations qualify for membership of the Public Relations Institute of Australia.

Course Advice:

Students seeking course advice should contact the Program Director.

Program Director:

Mrs Raveena Singh 1C127 (02) 6201 2274

e-mail: rvs@comserver.canberra.edu.au

School of Professional Communication Studies

Typical Full-time Course Structure:

Bachelor of Communication - Public Relations

Semester 1	Semester 2
YEAR 1	
004014 Introduction to Communication	004013 Communication Traditions
004880 Introduction to Public Relations & Marketing Communication (year-long)	004880 Introduction to Public Relations & Marketing Communication (cont'd)
002312 Communication Research Methods	002571 Language, Culture & Society *or* 003762 Communication Interface 1
Approved Major	Approved Major
YEAR 2	
Communication Core subject#	Communication Core subject#
004882 Public Relations Theory	004660 Public Relations Practice 1
Approved Major	Approved Major
YEAR 3	
Communication Core subject#	Communication Core subject#
004661 Public Relations Practice 2	004662 Public Relations Strategy
Approved Major	Approved Major

Refer to the listing given above for choices available.

Degree of Bachelor of Communication : Public Relations/ Degree of Bachelor of Laws (403AC)

This course would be useful for students with a particular interest in law and who wish to combine their public relations studies with training in law.

Course Duration:

5 years full-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

At least 124 credit points comprising:

50 credit points from a Core Program that consists of

a Common Core in Communication (22 credit points)

a Specific Core in Public Relations (28 credit points)

22 credit points from the Approved Major in Law

52 credit points from the Specific Core in Law.

The subject 004623 Litigation and Dispute Processing LLB may also be undertaken.

Refer to the information given for the Public Relations course for details of the Common Core in Communication and the Specific Core in Public Relations, and to the Law degree course (349AB) for details of the Specific Core in Law. Information on approved majors is given under that listing in this Handbook.

Honours:

The law degree may be awarded with honours. Refer to the entry under the Law degree course with honours in the Faculty of Management and Law section of the Handbook for the academic requirements.

Course Advice:

Students may consult the appropriate course convener.

Course Convener for Public Relations: Mrs Raveena Singh 1C127 (02) 6201 2274

Course Convener for Law: Mr Michael Dirkis 6C60 (02) 6201 5773

Degree of Bachelor of Communication (Honours) (398AA)

The honours degree in Communication is a one year, end-on degree, open to students who have completed the pass degree in Communication at a satisfactory level.

Students enrolled in the pass degree in Communication and who are seen as showing particular promise at the end of their second year of full-time study may 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 with results at a satisfactory level in the pass degree in Communication may defer applying for entry to the honours degree for up to three years after completing the pass degree.

Graduates from other universities may apply for admission to the honours degree.

Course Duration:

1 year full-time or equivalent part-time, maximum 6 semesters.

Admission Requirements:

For admission to the honours degree, applicants must have an undergraduate degree in Communication with a Grade Point Average of 5.0 or higher, or hold qualifications deemed to be equivalent by the University's Admissions Committee.

Course Requirements:

At least 24 credit points from a Specific Core in Communication (Honours) comprising the following subjects:

003793 Advanced Communication Theory H

003800 Communication Dissertation H

One of the following three subjects:

003795 Advanced Organisational Communication H

004465 Creative Communication H: Literature and Film

003805 International Communication H

Course Advice:

Students seeking course advice should contact the program director.

Program Director:

Professor William Mandle 1C136 (02) 6201 2035

e-mail: wfm@comserver.canberra.edu.au

School of Creative Communication and Culture Studies

Typical Full-time Course Structure:

Bachelor of Arts (Honours) in Communication

Semester 1	Semester 2
YEAR 1	
003793 Advanced Communication Theory H (year-long)	003793 Advanced Communication Theory H (cont'd)
003800 Communication Dissertation H (year-long)	003800 Communication Dissertation H cont'd)
Elective subject (year-long)	Elective subject (cont'd)

Note: Not all the elective subjects may be available every year.

Bachelor of Information Management Courses

The degree of Bachelor of Information Management prepares graduates to work as information managers in the information industry. The course emphasises the human and technological elements of information management. It focuses on information management processes, computer applications and communication, both written and spoken. This provides a strong foundation for keeping abreast of changes in the workplace.

Graduates from the course are keenly sought, and find rapid employment in information environments including business, government and community organisations.

Degree of Bachelor of Information Management : Library and Information Studies (380AA)

Course Duration:

3 years full-time or equivalent part-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English, maximum 20 semesters.

Course Requirements:

At least 72 credit points comprising:

50 credit points from a Core Program -

(i) 10 credit points from a Common Core in Information Management

(ii) 40 credit points from a Specific Core in Library and Information Studies

22 credit points from an Approved Major.

Common Core in Information Management:

003757 Information and Records Management

004492 Information Management Planning

004328 Network Information Sources

Specific Core in Library and Information Studies:

004939 Foundations of Systems Analysis and Design

004673 Introduction to Information Systems

003385 Research Skills

001376 Information Provision

004850 Cataloguing

003763 Information Analysis

003758 Information Retrieval

004521 Partners in Learning

004102 Communication for Management

003752 Management of Archives

004105 Supervisory Management

Approved Major:

An approved major must be chosen from a field of study in another discipline. Examples include accounting, applied psychology, communication, economics, information and records management, law, marketing, languages (Chinese Language, Japanese Language, Spanish Language, Thai Language), marketing, office management, sociology and tourism. For further details of approved majors offered and the subjects comprising them, refer to the listing under that heading in the Handbook.

Professional Recognition:

The Bachelor of Information Management (specialising in Library and Information Studies) degree is recognised by the Australian Library and Information Association.

Course recognition is also being sought from the Records Management Association of Australia.

Course Advice:

Students seeking course advice should contact the program director.

Program Director:

Ms Trish Milne 1C114 (02) 6201 2053

e-mail: tam@comserver.canberra.edu.au

School of Information Management and Tourism

Typical Full-time Course Structure:

Bachelor of Arts in Information Management - Library and Information Studies

Semester 1	Semester 2
YEAR 1	
003757 Information and Records Management	004492 Information Management Planning
003385 Research Skills	001376 Information Provision
004673 Introduction to Information Systems	004939 Foundations of Systems Analysis and Design
Approved Major	Approved Major
YEAR 2	
003570 Cataloguing	004102 Communication for Management
003763 Information Analysis	004521 Partners in Learning
Approved Major	Approved Major
YEAR 3	
004328 Network Information Sources	003785 Information Retrieval
003752 Management of Archives	004105 Supervisory Management
Approved Major	Approved Major

Note: Students may substitute 001692 Resources for Young People for 003752 Management of Archives.

Status:

Students who have undertaken similar courses at pre-tertiary level, such as those offered through the TAFE system, may be eligible for status towards this degree. Students who hold a Diploma or Associate Diploma in Library Studies from the Canberra Institute of Technology will be given 24 credit points of status towards this degree.

Degree of Bachelor of Information Management : Library and Information Studies/Degree of Bachelor of Laws (407AA)

This course would be useful for students with a particular interest in law and who wish to combine their library and information studies with law training.

Course Duration:

5 years full-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

At least 124 credit points comprising:

50 credit points from a Core Program includes

a Common Core in Information Management (10 credit points)

a Specific Core in Library and Information Studies (40 credit points)

22 credit points from the Approved Major in Law

52 credit points from the Specific Core in Law.

The subject 004623 Litigation and Dispute Processing LLB may also be undertaken.

Refer to the information given for the Library and Information Studies course for details of the Common Core in Information Management and the Specific Core in Library and Information Studies, and refer to the Law course (349AB) for details of the Specific Core in Law. Information on approved majors is given under that listing in this Handbook.

Honours:

The law degree may be awarded with honours. Refer to the entry under the Law degree with honours in the Faculty of Management and Law section of the Handbook for the academic requirements.

Course Advice:

Students should consult the course convener.

Course Convener for Information Management - Library and Information Studies:

Ms Trish Milne 1C114 (02) 6201 2053

Course Convener for Law: Mr Michael Dirkis 6C60 (02) 6201 5773

Degree of Bachelor of Information Management : Office Management (380AB)

Course Duration:

3 years full-time or equivalent part-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English, maximum 20 semesters.

Course Requirements:

At least 72 credit points comprising:

46 credit points from a Core Program that includes

(i) a Common Core in Information Management (10 credit points)

(ii) a Specific Core in Office Management (36 credit points)

22 credit points from an Approved Major

4 credit points from a General Education subject, or approved elective subject.

Common Core in Information Management:

003757 Information and Records Management

004492 Information Management Planning

004328 Network Information Sources

Specific Core in Office Management:

003766 Office Management 1/2

003762 Communication Interface 1

004490 Communication Interface 2

003760 Desktop Publishing 1

003751 Office Management 3/4

004646 Electronic Records Management

003779 Office Management 5

002590 Office Management 6

Approved Major:

An approved major must be chosen from a field of study in another discipline. Examples include accounting, applied psychology, communication, economics, information and records management, law, languages (Chinese Language, Japanese Language, Spanish Language, Thai Language), marketing, sociology, sports administration and tourism. For further details of approved majors offered and the subjects comprising them, refer to the listing under that heading in the Handbook.

General Education Subject:

Refer to the listing of General Education subjects in this Handbook. One subject is to be chosen from the 4 credit points subjects on offer, or any other approved elective. Consult the Program Director.

Professional Recognition:

Graduates are eligible for membership of the Records Management Association of Australia.

Graduates from the Office Management specialisation 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 subjects.

Course Advice:

Students seeking course advice should contact the program director.

Program Director:

Ms Ros Byrne 1C109 (02) 6201 2211

e-mail: ros@comserver.canberra.edu.au

School of Information Management and Tourism

Typical Full-time Course Structure

Bachelor of Information Management - Office Management

Semester 1	Semester 2
YEAR 1	
003762 Communication Interface 1	004490 Communication Interface 2
003757 Information and Records Management	004492 Information Management Planning
003766 Office Management 1/2 (year-long)	003766 Office Management 1/2 (cont'd)
Approved Major	Approved Major
YEAR 2	
003751 Office Management 3/4 (year-long)	003751 Office Management 3/4 (cont'd)
003760 Desktop Publishing 1	4cp General Education subject
	or approved elective
Approved Major	Approved Major
YEAR 3	
003779 Office Management 5	002590 Office Management 6
004328 Network Information Sources	004646 Electronic Records Management
Approved Major	Approved Major

Status:

Students who have undertaken similar courses at pre-tertiary level, such as those offered through the TAFE system, may be eligible for status towards this degree.

Degree of Bachelor of Information Management : Office Management/Degree of Bachelor of Laws (407AB)

This course would be useful for students with a particular interest in law and who wish to combine their office management studies with training in law.

Course Duration:

5 years full-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

At least 124 credit points comprising:

46 credit points from a Core Program that includes

a Common Core in Information Management (10 credit points)

a Specific Core in Office Management (36 credit points)

4 credit points from a General Education subject

22 credit points from the Approved Major in Law

52 credit points from the Specific Core in Law

The subject 004623 Litigation and Dispute Processing LLB may also be undertaken.

Refer to the information given for the Office Management course for details of the Common Core in Information Management and the Specific Core in Office Management, and to the Law degree course (349AB) for details of the Specific Core in Law. Information on approved majors and general education subjects is given under those listings in the Handbook.

Honours:

The law degree may be awarded with honours. Refer to the entry under the Law degree course (349AB) with honours in the Faculty of Management and Law section of the Handbook for the academic requirements.

Course Advice:

Students may consult the appropriate course convener.

Course Convener for Office Management: Ms Ros Byrne 1C109 (02) 6201 2211

Course Convener for Law: Mr Michael Dirkis 6C60 (02) 6201 5773

Degree of Bachelor of Information Management (Honours) (399AA)

This course has a research focus and is designed to prepare students for research or project-oriented careers in the information area.

Course Duration:

1 year full-time or equivalent part-time.

Admission Requirements:

Students must have a Bachelor of Information Management degree, or hold qualifications deemed to be equivalent by the University's Admissions Committee.

Course Requirements:

At least 24 credit points comprising a Specific Core in Information Management (Honours):

004467 Information Management Studies Thesis H

004468 Issues in Information Management Studies H

004217 Research Methods H

Professional Recognition:

Graduates are eligible for membership of the Records Management Association of Australia.

Course Advice:

Intending students are advised to contact the course convener.

Course Conveners:

Dr Peter Clayton 1C110 (02) 6201 5431

e-mail: prc@comserver.canberra.edu.au

Ms Celina Pascoe 1C108 (02) 6201 2912

e-mail: cxp@comserver.canberra.edu.au

School of Information Management and Tourism

Typical Full-time Course Structure:

Bachelor of Arts (Honours) in Information Management

Semester 1	Semester 2
YEAR 1	
004217 Research Methods H	004468 Issues in Information Management Studies H
004467 Information Management Studies Thesis H (year-long)	004467 Information Management Studies Thesis H (cont'd)

Degree of Bachelor of Information Technology/Degree of Bachelor of Information Management : Library and Information Studies (382AA)

The Bachelor of Information Technology/Bachelor of Information Management program will create a new type of information professional who will make a significant impact in an area where there is a great and increasing demand for this combination of expertise.

Course Duration:

4 years full-time or equivalent part-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major and Advanced Mathematics; NSW: 2u English and 2u or 3u Mathematics.

Course Requirements:

95 credit points from a Specific Core in Information Technology and Information Management comprising:

43 credit points from Information Technology subjects

44 credit points from Information Management (Library and Information Studies) subjects

8 credit points from Professional Options.

(i) Information Technology subjects: 43 credit points

004470 Computing Mathematics 1

004471 Computing Mathematics 2

004479 Information Technology 1

004478 Introduction to Information Technology

004483 Software Technology 1

004477 Files and Databases

004940 Information Technology 2

004481 System Software

004482 Software Technology 2

004472 Computing Project

004473 Distributed Systems Technology

(ii) Information Management (Library and Information Studies) subjects: 44 credit points

003757 Information and Records Management

003385 Research Skills

004492 Information Management Planning

001376 Information Provision

004850 Cataloguing

003763 Information Analysis

003758 Information Retrieval

004328 Network Information Sources

004521 Partners in Learning

004102 Communication for Management

003752 Management of Archives

004105 Supervisory Management

(iii) 8 credit points from one of the following four Professional Options:

Application Implementation

Two of the following three subjects:

004599 Data Base Systems

004604 Object Oriented Software Design

004607 Visual and Interactive Computing

Computer System Hardware

Two of the following three subjects:

004624 Computer Architecture and Implementation

004600 Digital Communication Networks

004605 Real Time Computing and Control

Computing Theory

004602 Languages and Compilers

004603 Machine Intelligence

Information Systems Management

004601 General Systems Theory

004673 Information Systems Management

Professional Recognition:

Course components are recognised by the Australian Computer Society, the Australian Library and Information Association, and the Records Management Association of Australia.

Course Advice:

Students may contact the Head of the School of Computing, Faculty of Information Sciences and Engineering, or the Program Director, Library and Information Studies: Ms Trish Mline 1C114 (02) 6201 2053

e-mail: tam@comserver.canberra.edu.au

School of Information Management and Tourism

Typical Full-time Study Program

Bachelor of Information Technology/Bachelor of Information Management : Library and Information Studies

Semester 1	Semester 2
YEAR 1	
003384 Research Skills	004492 Information Management Planning
003757 Information and Records Management	00471 Computing Mathematics 2
004471 Computing Mathematics 1	004479 Information Technology 1
004478 Introduction to Information Technology	004483 Software Technology 1
YEAR 2	
003763 Information Analysis	003758 Information Retrieval
004850 Cataloguing	001376 Information Provision
004482 Software Technology 2 (year-long)	004482 Software Technology 2 (cont'd)
004481 System Software (year-long)	004481 System Software (cont'd)
YEAR 3	
003752 Management of Archives	004521 Partners in Learning
004328 Network Information Sources	Professional Option
004940 Information Technology 2	004477 Files and Databases
YEAR 4	
004102 Communication for Management	004105 Supervisory Management
004473 Distributed Systems Technology	Professional Option
004472 Computing Project (year-long)	004472 Computing Project (cont'd)

Degree of Bachelor of Tourism (400AA)

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Duration:

3 years full-time (standard) or equivalent part-time, maximum 20 semesters.

Admission:

There are two methods of entry to the course. Entry Method One (EM1) follows the normal University admission procedures and is for students without an appropriate associate diploma level or higher award. For EM1 students the course is normally three years full-time or the equivalent part-time. Entry Method Two (EM2) is for students who possess at least an Associate Diploma of Business in Hospitality or Travel from the Canberra Institute of Technology or its equivalent from another institution. For EM2 students the course is normally two years full-time or the equivalent part-time.

Course Requirements:

For EM1 students

At least 72 credit points comprising:

44 credit points from a Specific Core in Tourism

22 credit points from an Approved Major

6 credit points from two approved General Education subjects.

Specific Core in Tourism:

003711 Introduction to Tourism

003296 Tourism Computer Based Systems

003337 Tourism Research

003814 Tourism Marketing

004200 Tourism Economics and Policy

003754 Hospitality Operations

003815 Tourism Planning and Development

003712 Tourism Industry Project Scheme

One of the following two subjects:

004448 Tour Guiding and Management

004252 Convention and Festival Management

Approved Major:

For details of subjects comprising the approved majors offered, refer to the listing under Approved Majors in this Handbook. Students might consider areas such as accounting, Chinese Language, cultural heritage management, economics (Arts Type), Japanese Language, management, marketing, office management, resource and environmental management, Spanish Language, Sports Administration, Thai Language.

Note: As part of the course, language subjects other than Japanese, Chinese, Spanish and Thai may be available at the Australian National University. These include subjects in French, German, Italian and Korean, and may be taken in lieu of an approved major in Chinese Language, Japanese Language, Spanish Language, or Thai Language subject to the approval of the Dean of Faculty.

General Education subjects:

Refer to the listing under General Education for information on subjects offered.

EM2 students will gain 22 credit points for having completed an appropriate associate diploma or equivalent. They are required to undertake the following:

44 credit points from a Specific Core in Tourism

6 credit points from two General Education subjects.

Course Advice:

Students seeking course advice should contact the program director.

Program Director:

Ms Josette Wells 1C111 (02) 6201 2492

e-mail: jmw@comserver.canberra.edu.au

School of Information Management and Tourism

Typical Full-time Course Structure:

Bachelor of Tourism

FOR ENTRY METHOD ONE (EM1)

Semester 1	Semester 2
YEAR 1	
003711 Introduction to Tourism (year-long)	003711 Introduction to Tourism (cont'd)
003296 Tourism Computer Based Systems	003337 Tourism Research
Approved Major	Approved Major
3cp General Education subject	3cp General Education subject
YEAR 2	
003814 Tourism Marketing (year-long)	003814 Tourism Marketing (cont'd)
004200 Tourism Economics and Policy	003754 Hospitality Operations
Approved Major	Approved Major
YEAR 3	
003815 Tourism Planning & Development (year-long)	003815 Tourism Planning & Development (cont'd)
003712 Tourism Industry Project Scheme*	003712 Tourism Industry Project Scheme*
004448 Tour Guiding & Management#	004252 Convention & Festival Management#
Approved Major	Approved Major

One of these subjects must be taken.

* This subject can be undertaken in Semester 1 or Semester 2

Required Full-time Course Structure:

Bachelor of Tourism

FOR ENTRY METHOD TWO (EM2) (ie those students who possess at least an Associate Diploma in Hospitality or Travel from the Canberra Institute of Technology or its equivalent from another institution)

Semester 1	Semester 2
YEAR 1	
003711 Introduction to Tourism (year-long)	003711 Introduction to Tourism (cont'd)
003296 Tourism Computer-Based Systems	003337 Tourism Research
004200 Tourism Economics and Policy	003754 Hospitality Operations
3cp General Education subject	3cp General Education subject
YEAR 2	
003815 Tourism Planning and Development(year-long)	003815 Tourism Planning and Development (cont'd)
003814 Tourism Marketing (year-long)	003814 Tourism Marketing (cont'd)
004448 Tour Guiding and Management#	004252 Convention & Festival Management#
003712 Tourism Industry Project Scheme*	003712 Tourism Industry Project Scheme*

One of these subjects must be taken.

* This subject can be undertaken in Semester 1 or Semester 2.

Degree of Bachelor of Tourism/Degree of Bachelor of Laws (406AA)

This course would be useful for students with a particular interest in law and who wish to combine their tourism studies with law training.

Course Duration:

5 years full-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

At least 124 credit points comprising:

44 credit points from a Specific Core in Tourism

22 credit points from the Approved Major in Law

6 credit points from two approved General Education subjects

52 credit points from the Specific Core in Law.

The subject 004623 Litigation and Dispute Processing LLB may also be undertaken.

Specific Cores in Tourism and Laws:

Refer to the information given for the Bachelor of Tourism course for details of the Specific Core in Tourism, and to the information given for the Law degree course (349AB) for details the Specific Core in Law. Information on approved majors and general education subjects is given under those listings in this Handbook.

Honours:

The law degree may be awarded with honours. Refer to the entry under the Law degree course (349AB) with honours in the Faculty of Management Law section of the Handbook for the academic requirements.

Course Advice:

Students may consult the appropriate course convener.

Course Convener for Tourism: Ms Josette Wells 1C111 (02) 6201 2492

Course Convener for Law: Mr Michael Dirkis 6C60 (02) 6201 5773

Graduate Certificate in Information Access and Delivery (457AA)

This is a full-fee paying course. It is taught through learning modules mounted on the World Wide Web (www) and supported by electronic access to lecturers and tutors, and, through an archived mailing list, to other students.

The course is intended to provide graduates with knowledge and skills enabling the location and retrieval of digital, networked and print based sources of information, using, where applicable, the latest information technology.

Course Duration:

The course consists of three subjects that are normally studied sequentially over three semesters.

Admission Requirements:

An applicant should possess

* a bachelor degree or equivalent as approved by the University's Admissions Committee, or

* an Associate Diploma in Library and Information Studies or in Computing,

and demonstrated significant and continuing use of information technology in an information workplace over the last three years.

Assumed Knowledge:

Keyboarding skills and basic computing and Internet familiarity.

Course Requirements:

At least 12 credit points gained from the following three subjects:

003386 Research Skills G

003765 Information Retrieval G

004329 Network Sources Information G

Additional Requirements:

Establishing access to the Internet, either from the workplace, or privately through a service provider, is the student's responsibility.

Course Advice:

Intending students may consult the program director.

Program Director:

Ms Trish Milne 1C114 (02) 6201 2053

e-mail: tam@comserver.canberra.edu.au

School of Information Management and Tourism

Graduate Certificate in Records and Archives Management (351AA)

This is a full-fee paying course. The Graduate Certificate in Records and Archives Management is an intensive course in the theory, principles and practices of record keeping across a variety of media to meet contemporary information needs. The course is designed for students who are planning a career change, or who have already moved into positions in the records and archives fields and are seeking to add tertiary qualifications in these specialist areas.

Course Duration:

The course is available flexibly. Contact the course convener for information.

Admission Requirements:

Students must meet the University's admission requirements for Graduate Certificate programs, or apply for admission in accordance with special requirements as determined by the Admissions Committee. In some cases, bridging subjects may need to be completed.

Course Requirements:

Satisfactory completion of three compulsory subjects (12 credit points total).

Professional Recognition:

Course recognition is being sought from the Records Management Association of Australia.

Course Advice and Availability:

Students seeking course advice should contact the course convener.

Course Convener:

Mrs Elaine Eccleston 1C107 (06) 201 2275

School of Information Management and Tourism

Typical Course Structure:

Graduate Certificate in Records and Archives Management

First two-week module

004587 Records and Archives Management G1

004588 Records and Archives Management G2

Second two-week module

004589 Records and Archives Management G3

Graduate Diploma in Library and Information Management (163AA)

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. Professional recognition of this course is being sought from the Australian Library and Information Association.

The postgraduate course in Library and Information Management leads to the award of either the Graduate Diploma in Library and Information Management or the Master of Library and Information Management. All students complete the academic requirements for the graduate diploma. Those students who wish to proceed and whose results are at a grade point average of 5 or above (equivalent to credit average), and who have not failed any subject, may proceed to the masters degree. In exceptional circumstances a student not meeting this requirement may seek the Dean's approval to proceed.

Course Duration:

Graduate Diploma: 2 semesters (or part-time equivalent)

Masters: 3 semesters (or part-time equivalent), plus Summer School.

Some subjects will be available in distance education mode for students who are unable to attend on campus. However, attendance on campus will be required for a minimum of four subjects. Students are advised that this is a demanding course, and that if they have family, work or other commitments they should consider taking more than the minimum period of time to complete.

The maximum period of study is 4 years (Graduate Diploma) and 6 years (Masters).

Admission Requirements:

Applicants must have a degree or comparable award which, in the opinion of the University Admissions Committee, is the equivalent of a degree conferred by a tertiary institution recognised by the Board, together with prior tertiary study or significant work experience in the area of information technology.

Familiarity with computing is now essential for work in the library and information management area. Students who undertake this course must have successfully completed a subject of study at tertiary level in computing or information technology within the last three years; or have completed such a subject and be able to demonstrate subsequent experience in this area; or have obtained a computing qualification from the Canberra Institute of Technology or equivalent institution within the past three years; or have obtained such a qualification and be able to demonstrate subsequent experience in this area; or be able to demonstrate that they have obtained at least three years significant experience in this area in a relevant workplace environment.

Course Requirements:

Students must obtain at least 24 credit points for the award of the graduate diploma. Refer to the typical course structure below. These credit points may then be subsumed into the 40 credit points required for the masters degree.

Advanced Standing:

Applicants with a Graduate Diploma in Library and Information Management commenced prior to 1999 at the University of Canberra, or an equivalent qualification from another university, may be granted a maximum of 12 credit points (one semester) of advanced standing in this course.

Course Advice:

Students seeking course advice should contact the program director.

Program Director:

Ms Trish Milne 1C114 (02) 6201 2053

e-mail: tam@comserver.canberra.edu.au

School of Information Management and Tourism

Typical Full-time Course Structure:

Graduate Diploma in Library and Information Management

Semester 1	Semester 2
YEAR 1	
005191 Foundations of Information Services PG	005189 Information Retrieval M
004329 Network Information Sources G	005192 Supervisory Management M
003569 Cataloguing G	005190 Information Systems Management M

Students who have completed undergraduate or other formal coursework in similar subjects may apply for an exemption and take an alternative approved subject in lieu. They should see the program director for advice on this.

Part-time Students:

Beginning part-time students undertaking one subject in each semester should enrol in Foundations of Information Services PG in Semester 1. Students undertaking two subjects in each semester should enrol in Foundations of tba Information Services PG and either 004329 Cataloguing G or 003569 Network Information Sources G in Semester 1.

Graduate Diploma in Professional Communication (231AG)

In 1999 only the Professional Writing Specialisation will be offered.

Course Duration:

1 year full-time or equivalent part-time as resources permit.

Admission Requirements:

A first degree, preferably in a communication, writing or arts related area. Applicants are advised to include samples of their writing with their application and a covering letter explaining the reason for their interest.

Course Requirements:

Satisfactory completion of at least 24 credit points, as follows:

(i) one required subject worth 8 credit points:

004466 Creative Communication : Literature and Film PG

or subjects as recommended by course adviser,

(ii) and six further subjects, to total at least 16 credit points.

Professional Writing

002262 Freelance Writing G1

002264 Freelance Writing G2

002273 Scriptwriting G1

002278 Scriptwriting G2

003507 Publishing G or 3481 Writing for Young People G and

either 002279 Scriptwriting Project G

or 002267 Freelance Writing Project G

Note: Students in the Professional Writing specialisation may substitute approved subjects in place of 004466 Creative Communication : Literature and Film PG.

Course Advice:

Students seeking course advice should contact the program director.

Program Director:

Ms Maureen Bettle 9C14 (02) 6201 2341

School of Creative Communication and Culture Studies

Degree of Master of Advertising and Public Relations (by coursework) (350AA)

Enrolment in this course will be only on a full-fee paying basis.

The purpose of this course is to introduce graduate students to the discipline of marketing communication, normally for professional purposes. It consists of 48 credit points, with a preparatory year consisting of a subsumable Graduate Diploma of Professional Communication, worth 24 credit points, and a masters year, also worth 24 credit points.

Note that there is no separate admission to the Graduate Diploma in Professional Communication, which is available only as an exit award to students not going on to the masters year.

The course is designed specifically to focus on advertising and public relations, and the general area of marketing communication, rather than on marketing economics. It will focus on the development of students' professional talents in the areas of communication theory, public relations and advertising.

Course Duration:

2 years full-time or equivalent part-time.

Admission Requirements:

Admission requires at least the completion of a three year bachelor degree, preferably in an appropriate field.

Advanced Standing:

In accordance with the University's policy on masters degrees by coursework, advanced standing may be granted to applicants who meet the following criteria or other criteria determined by the Admissions Committee:

(a) an honours degree and at least two years work experience relevant to the masters degree# up to 24 credit points;

(b) postgraduate diploma or graduate diploma, and at least two years work experience relevant to the masters degree# up to 24 credit points;

(c) four year degree and at least two years work experience relevant to the masters degree# up to 24 credit points;

(d) three year degree and at least two years work experience relevant to the masters degree# up to 24 credit points.

#*Note*: The two years work experience in the above categories should be equivalent in the case of (a), (b) and (c) to 24 credit points from the first year; and in the case of (d) to 12 credit points from the first year.

In relation to work experience, the Faculty would consider job responsibility, skills and experience. It would require the applicant requesting 24 credit points advanced standing to have some managerial-level experience in the marketing communication area. Such persons will have had to apply and exhibit a knowledge and practical work experience in the areas of advertising and/or public relations, management, financial management, economics and marketing.

The following are specific examples of what constitutes adequate levels of work experience: A person who has achieved the level of assistant/associate account executive in an advertising agency; an assistant/associate public relations specialist for the Department of Defence; or a assistant/associate public relations account executive for a public relations agency; or an assistant product manager for a consumer products firm.

All applicants for Advanced Standing on a basis including work experience will be interviewed by the course admissions committee.

Course Requirements:

In the first year, students will study the subjects set out below. The core subjects are offered by the Faculty of Communication. Elective subjects include subjects offered by the Faculties of Management and Law, and Communication. Thus the first year comprises 24 credit points from the following subjects:

(a) 16 credit points from 3 core subjects:

004579 Marketing Communication G

004574 Communication Research Methods G

004586 Public Relations Strategy G

(b) 8 credit points from 2 elective subjects:

003924 Economics for Managers G

003929 Financial Management

003962 Marketing G

004355 Marketing Law G

004575 Copywriting G

In the second (Masters) year, students undertake 24 credit points from the following subjects:
004584 Marketing Communication Theory M

004583 Marketing Communication Strategy M

004581 Marketing Communication Research M

004576 Integrated Communication Campaigns M

004577 International Marketing Communication M

tba Management of Marketing Communication M

Course Advice:

Students seeking course advice should contact the course convener.

Course Convener:

Mr Felix Stravens 1C120 (02) 6201 2906

e-mail: frs@comserver.canberra.edu.au

Degree of Master of Arts in Communication (by research) (230AA)

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 thesis preparation, 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 degree in Communication (or with a major in Communication) or a bachelor 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 subjects (8 credit points each) and a year-long communication specialisation subject (8 credit points) as follows:

(a) 16 credit points from two year-long required subjects

003783 Advanced Communication Theory PG

004398 Communication Thesis A PG

(b) 8 credit points from one of the following specialisations

003784 Advanced Mass Communication PG

003785 Advanced Organisational Communication PG

004466 Creative Communication PG

003791 International Communication PG

004580 Marketing 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 subject 004399 Communication Thesis B M (full-time)/ 004400 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:

Associate Professor Graeme Osborne 1C145 (02) 6201 2644

Degree of Master of Arts (in Information Studies) (by research) (313AA)

At the postgraduate level, students may undertake a Master of Arts degree by research 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:

2 years full-time.

Except with the express approval of the Faculty's Higher Degree Committee, no candidate may complete the course in less than 1 year. No candidate may take more than 5 years to complete the course.

Admission Requirements:

The level of attainment required may be met by such qualifications as a graduate diploma in librarianship or a bachelor 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 subjects may be imposed.

Students who possess the Graduate Diploma of Arts (in Information Studies) or equivalent qualification may proceed directly to the thesis year (Year 2).

Course Requirements:

Satisfactory completion of four subjects as follows:

000094 Research Methods PG

002316 Issues in Information Studies PG

004401 Information Studies Thesis Preparation PG

002251 Information Studies Thesis M (part-time) *or*

002287 Information Studies Thesis M (full-time)

Typical Full-time Course Structure:

Master of Arts (in Information Studies)

Semester 1	Semester 2
YEAR 1	
000094 Research Methods PG	002316 Issues in Information Studies PG
004401 Information Studies Thesis Preparation PG (year-long)	004401 Information Studies Thesis Preparation PG (cont'd)
YEAR 2	
002251 Information Studies Thesis M (part-time) *or*	002251 Information Studies Thesis M (part-time) (cont'd)
002287 Information Studies Thesis M (full-time)	002287 Information Studies Thesis M (full-time) (cont'd)

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.

Students who complete Year 1 but who choose not to (or are advised not to) proceed to the thesis year, Year 2, may apply to take out the Graduate Diploma of Arts (in Information Studies).

Course Advice:

Students seeking course advice should contact the course convener.

Course Convener:

Dr Peter Clayton 1C110 (02) 6201 5431

e-mail: prc@comserver.canberra.edu.au

School of Information Management and Tourism

Degree of Master of Arts in Tourism (by research) (327AA)

The aim of the course is to provide applicants who have an appropriate educational background with an opportunity to pursue research at masters degree level in a specialised area of tourism studies.

Course Duration:

Two years full-time, or the equivalent part-time. The course intake is restricted to Semester 1.

Admission Requirements:

At least a bachelor degree in Tourism (or with a major in Tourism), or a bachelor degree in a cognate area, with at least a credit average.

Course Requirements:

The course comprises coursework in contemporary issues in tourism studies and regional tourism development, and research by dissertation and thesis in a specialised area of tourism and leisure studies. Areas of tourism studies in which theses can be undertaken include alpine tourism, Australasian tourism studies, convention and meetings management, cultural and heritage tourism, nature-based tourism, tourism impact analysis. Further choices are available; details may be obtained from the course convener.

The academic requirements of this course are a total of 48 credit points as follows:

In the Preparatory Year (full-time)

At least 24 credit points from 3 required year-long subjects (24 credit points) as follows:

004528 Contemporary Tourism Issues M (8cp)

004529 Regional Tourism Development M (8cp)

004530 Tourism Studies Masters Thesis Proposal M (8cp)

In the Second Year

At least 24 credit points from the required subject 004532 Tourism Studies Masters Thesis M (full-time) (24 credit points), or 004531 Tourism Studies Masters Thesis M (part-time) (24 credit points).

Course Advice:

Intending students are advised to consult the course convener in the first instance.

Course Convener:

Ms Josette Wells 1C112 (02) 6201 2492

School of Information Management and Tourism

Degree of Master of Library and Information Management (by coursework) (458AA)

Refer to the Graduate Diploma in Library and Information Management (163AA) for details of admission requirements and other information.

Course Requirements:

At least 40 credit points, including 24 credit points from the Graduate Diploma in Library and Information management. Refer to the course structure below for the subjects required for the masters degree course.

Typical Full-time Course Structure:

Master of Library and Information Management

Semester 1	Semester 2
YEAR 2 (following completion of the Graduate Diploma in Library and Information Management)	
005186 Research Methods in Information Studies M (4cp)	
005187 Professional Practice M (6cp)	
005185 Information Study M (6cp)	

Degree of Master of Marketing Communication (by coursework) (348AA)

Enrolment in this course will be only on a full fee-paying basis.

This course is designed to provide graduates with an advanced understanding of all facets of marketing communication. The program will focus on a number of major interdisciplinary areas of study: advertising, public relations, promotions, sponsorship, direct marketing, publicity and sales management. Although notionally a course of 48 credit points, in fact only 24 credit points will be taught. Refer to admission requirements below.

Course Duration:

1 year full-time or equivalent part-time.

Admission Requirements:

Admission to the Master of Marketing Communication (by coursework) will be restricted to applicants who qualify for Level 1 admission (see Advanced Standing).

Advanced Standing:

In accordance with the University's policy on masters degrees by coursework, advanced standing equivalent up to 24 credit point (Level 1 admission) may be granted to applicants who meet the following criteria or equivalent as determined by the University's Admissions Committee:

(a) an honours degree in a relevant discipline, *or*

(b) a pass degree and a graduate diploma in a relevant discipline, *or*

(c) a pass degree with at least a major in a relevant discipline, plus at least two years of significant work experience, where that experience can be shown to have provided the knowledge and skills equivalent to those acquired in the first year of the masters course.

`Relevant discipline' in the above includes advertising, public relations, marketing, marketing communication, communication or business communication.

In relation to significant work experience, the Faculty would consider the level of job responsibility, skills and experience. It would require the applicant for full advanced standing to have at least mid-level managerial experience in the marketing communication area.

The following are specific examples of what would constitute adequate levels of work experience. A person who has worked for some time at the level of account executive or director in an advertising agency; a public relations specialist for the Department of Defence with at least several years experience; or a public relations specialist with several years experience in a public relations agency. Such persons will have had to apply and exhibit a great deal of knowledge and practical work experience in the areas of communication, management, financial management, economics and marketing.

All applicants for advanced standing on a basis including work experience will be interviewed by the course admissions committee, which will include a representative of the Faculty of Management and Law. Decisions on the amount of advanced standing to be granted to an applicant will be available before the applicant is admitted to the course.

Where an applicant meets the requirements in general, but is felt to be deficient in one or two specific areas, bridging work may be required. Such bridging work will not count towards the award.

Course Requirements:

24 credit points from the following subjects:

004584 Marketing Communication Theory M

004581 Marketing Communication Research M

004576 Integrated Communication Campaigns M

004577 International Marketing Communication M

004582 Marketing Communication Research Project M

Course Advice:

Students seeking course advice should contact the course convener.

Course Convener:

Mr Felix Stravens 1C120 (02) 6201 2906

e-mail: frs@comserver.canberra.edu.au

Degree of Doctor of Philosophy (246AA)

- Communication Specialisation
- Information Studies Specialisation
- Tourism and Leisure Studies Specialisation

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 3 years of full-time study (or 2 years full-time subject to the granting of status) and a maximum of 5 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 subject 004096 Doctoral Thesis in Communication D (full-time), or 004097 Doctoral Thesis in Communication D (part-time). Intending applicants should discuss their proposal in the first instance with Associate Professor G Osborne, telephone (02) 6201 2644/2008.

Program Director:

Associate Professor Graeme Osborne 1C145 (02) 6201 2644

School of Creative Communication and Culture Studies

Information Studies Specialisation

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 3 years of full-time study or 2 years (subject to the granting of status) and a maximum of 5 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 subject 004093 Doctoral Thesis in Information Studies D (full-time), or 004092 Doctoral Thesis in Information Studies D (part-time).

Course Advice:

Intending candidates should contact the course convener for further information and to discuss their proposal.

Course Convener:

Dr Peter Clayton 1C110 (02) 6201 2015

e-mail: prc@comserver.canberra.edu.au

School of Information Management and Tourism

Tourism and Leisure Studies Specialisation

Areas in which supervision may be offered include:

* Australasian and Pacific Rim tourism and leisure studies

* cultural and heritage tourism

* event management, planning and marketing

* globalisation of leisure and tourism

* historical aspects of tourism and leisure

* media and leisure

* sustainable tourism

* tourism and hospitality management

* tourism and hospitality marketing

* tourism impact analysis

* tourism and leisure planning and policy analysis

* visitor management

Course Duration:

Minimum candidature is 3 years of full-time study (or 2 years full-time subject to the granting of status) and a maximum of 5 years of full-time study. The duration of the course for part-time students will be proportionately longer.

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 a credit level. These qualifications must be in tourism or leisure studies or a cognate 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 subject 004096 Doctoral Thesis in Communication D (full-time) (72 credit points), or 004097 Doctoral Thesis in Communication D (part-time) (72 credit points).

Course Advice:

Intending applicants should discuss their proposal in the first instance with Ms Josette Wells 1C112 (02) 6201 2492

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    - Tourism and Leisure Studies Specialisation

General Information

Dean and Professor of Education

Professor Kerry Kennedy

Executive Assistant

Ms Liz McMahon

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 professional experience, 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.

The Faculty is organised within the School of Languages and International Education, the School of Professional and Community Education, and the School of Teacher Education. The Graduate School of Education has responsibility for all programs leading to postgraduate awards in Education, including doctoral, masters, postgraduate diplomas and graduate certificate programs.

Academic Support Program

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

Enquiries: 1C8, telephone (02) 6201 2124

Approved Majors and Minors

Students are supplied with a booklet during their orientation sessions to assist them with the selection of an approved major or minor.

Centre for Professional and Vocational Education

The Centre for Professional and Vocational Education (PAVE) is a non-profit organisation which provides a service to the professions in the areas of people development including adult education and training, mediation within organisational change, information technology, cross-cultural aspects of the workplace, and investigative methods.

Its activities are underpinned by the academic courses offered within the Faculty, and in particular, the School of Professional and Community Education. Its service to the professions is substantiated by critical action research.

The Centre works in collaboration with the Faculty of Management and Law in order to service needs that overlap the area of human resource management, and with the Australian Centre for Value Management to assist in the development of human resource development skills for value management practitioners and participatory planning facilitators.

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.

Enquiries: 5A22, telephone: (02) 6201 2965

General Advice to Faculty of Education Students

The University of Canberra is an educational 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.

For internship and employment, beginning teachers will be required to have a criminal records check made by the employing authorities.

Professional Experience

Many of the subjects students are required or elect to undertake contain compulsory elements of professional experience, and students will be expected to meet their own transport costs to and from placements.

Bachelor of Community Education Courses

The Bachelor of Community Education degree is offered with three strands. These are adult education and professional development, community advocacy, and health promotion. Details of the academic requirements for each course are given separately.

The aims of all three strands in community education are

* to provide initial professional preparation for people seeking a career in the chosen area of specialisation;

* to provide ongoing professional development for practitioners in these areas;

* to develop critically reflective practitioners;

* to establish a foundation for those who seek to pursue research and postgraduate study in these areas.

The particular aim of each strand is given in the information that follows.

Course Duration:

3 years full-time or equivalent part-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2 unit English or equivalent.

Admission Requirements:

Details are given for each strand.

Articulation Arrangements/Advanced Standing:

Normal University of Canberra rules and practices for advanced standing apply, and arrangements for recognition of current learning are currently being developed. Articulation arrangements exist with the Canberra Institute of Technology, and arrangements with other organisations are being negotiated.

Applicants who hold approved qualifications will be eligible for status towards the Bachelor of Community Education degree as set out below:

* bachelor degree in an area related to the student's intended professional focus or an approved advanced diploma: 36 credit points of status (14 cp unspecified minor, 6 cp unspecified subjects, 10 cp from three subjects in the Common Core in Community Education, 6 cp from the respective approved major, that is Adult Education and Professional Development or Community Advocacy or Health Promotion);

* diploma or associate diploma recognised by the national qualifications framework in an area related to the student's intended professional focus; or trained general nurse - hospital certificate (Health Promotion strand); or university-based nursing diploma (Health Promotion strand); or teaching diploma: 24 credit points of status (14 cp unspecified minor, 6 cp unspecified subjects, 4 cp from the subject 004930 Personal Contexts of Change from the Common Core in Community Education);

* certificates equivalent to Certificate III and IV (not in HRD or education and training fields): 14 credit points of status (minor specified according to approved articulation arrangements with various institutions).

Program of Study:

Students in each of the three strands undertake a Common Core in Community Education consisting of the subjects specified below, as well as an approved major that has been developed for the educational and professional development requirements of the particular strand. Details of course requirements are given for each strand.

Common Core in Community Education:

005011 Concepts of Human Learning & Development

005012 Human Learning & Development through Community Education

004930 Personal Contexts of Change

004932 Professional Studies in Community Education

004935 Societal Contexts of Change

004921 Community Education Project

Professional Experience:

Students are required to undertake a minimum of 200 hours of professional practice, in accordance with the requirements of the professional major in which the student is enrolled, while enrolled in the following subjects of the core program:

004932 Professional Studies in Community Education: (100 hours for Adult Education and Professional Development; 20 days for Community Advocacy; 20 days for Health Promotion) 004921 Community Education Project: (100 hours of Professional Practice).

Award Convener:

Dr Barbara Pamphilon 5B73 (02) 6201 2323

e-mail: barbarap@education.canberra.edu.au

School of Professional and Community Education

Degree of Bachelor of Community Education : Adult Education and Professional Development (386AB)

The particular aim of this course is to provide initial professional preparation for people seeking a career in human resource development, adult education and professional development; community education and vocational education and training.

Students undertaking this strand of the Bachelor of Community Education course will focus on an exploration and analysis of the knowledge bases of human resource development, and adult education and professional development. Students are encouraged to apply, adapt and extend their personal experience as adult learners and developers to a variety of workplace, educational and community contexts, involving individual and/or organisational development.

Admission Requirements:

Applicants are required to meet the normal University requirements for admission to an undergraduate course *or* hold a combination of relevant work experience and qualifications deemed to be equivalent by the University's Admissions Committee.

Course Requirements:

At least 72 credit points comprising the following components:

(a) 52 credit points from a Core Program including:

(i) 30 credit points from the Common Core in Community Education

(ii) 22 credit points from the Approved Major in Adult Education and Professional Development, and

(b) an Approved Minor, and

(c) such other approved level 1 subjects up to a total of 20 credit points so that the total minimum credit point requirements of the course are met.

For details of the Common Core in Community Education, refer to the item under that heading given above. For details of the subjects comprising the major in Adult Education and Professional Development, refer to the listing under approved majors in the Handbook. The subjects for the common core and the approved major are given in the typical course structure.

Note that for admission to the major in adult education and professional development, students must establish that they have access to a relevant professional setting. During the major, students are required to undertake concurrent professional experience in an adult education or professional development setting. The subjects 004928 Facilitating Adult Learning and 004936 Strategic Approaches to Professional Development have a corequisite subject, 004932 Professional Studies in Community Education, which requires participation in and observation of the activities of an organisation.

Course Advice:

All students must seek the advice of the course convener for approval of their study program.

Course Convener:

Associate Professor Barbara Chambers 5C3 (02) 6201 5141

e-mail: barbc@education.canberra.edu.au

School of Professional and Community Education

Typical Full-time Course Structure:

Bachelor of Community Education - Adult Education & Professional Development

Semester 1	Semester 2
YEAR 1	
005011 Concepts of Human Learning & Development	005012 Human Learning & Development through Community Education
004927 Perspectives, Roles & Practices in HRD	004933 Program design in Adult Education & Professional Development
Approved Minor	Approved Minor
Elective	Elective
YEAR 2	
004935 Societal Contexts of Change	004930 Personal Contexts of Change
004932 Professional Studies in Community Education	004932 Professional Studies in Community Education (cont'd)
004928 Facilitating Adult Learning	004936 Strategic Approaches to Professional Development
Approved Minor	Approved Minor
YEAR 3	
004921 Community Education Project	004921 Community Education Project (cont'd)
004931 Methods of Inquiry in Professional & Community Education	004929 Organisational Learning & Development

Approved minors include community advocacy, health promotion and communication. For details on the subjects comprising approved minors, refer to the listing under that heading in the Handbook.

Degree of Bachelor of Community Education : Community Advocacy (386AC)

The educational aim of this course is to provide initial professional preparation for people seeking a career in health promotion, health education, and professional development.

The course focuses on inclusion and advocacy in relation to individuals and groups who are at risk of marginalisation in Australian society. Students examine values, assumptions and power structures that underlie divisive structures and practices. They study and critique goals and methods of community advocacy. In their last semester students engage in a mentored practicum in which they work in an agency with an advocacy role.

Admission Requirements:

Applicants are required to meet the normal University requirements for admission to an undergraduate course, *or*

* hold a combination of relevant work experience and qualifications deemed to be equivalent by the University's Admissions Committee.

Course Requirements:

At least 72 credit points comprising

(a) 52 credit points from a Core Program including:

(i) 30 credit points from the Common Core in Community Education

(ii) 22 credit points from the Approved Major in Community Advocacy, and

(b) an Approved Minor, and

(c) such other approved level 1 subjects up to a total of 20 credit points so that the total minimum credit point requirements of the course are met.

(d) With the approval of the course convener, the requirements listed in (b)and (c) above may be combined to form a sequence of complementary study in another field of study.

For details of the Community Education Common Core, refer to this item above under this heading. For details of the subjects comprising the approved major in community advocacy and approved minors, refer to the listings under approved majors and minors in the Handbook.

Course Advice:

All students must seek the advice of the course convener for approval of their study program.

Course Convener:

Professor Tony Shaddock 6C61 (02) 6201 5150

School of Professional and Community Education

Typical Full-time Course Structure:

Bachelor of Community Education - Community Advocacy

Semester 1	Semester 2
YEAR 1	
005011 Concepts of Human Learning & Development	005012 Human Learning & Development through Community Education
004919 Advocacy in Inclusive Communities	000715 Basic Sociology
Approved Minor	Approved Minor
Elective	Elective
YEAR 2	
004935 Societal Contexts of Change	005010 Indigenous Australia: Contemporary Social Issues
004932 Professional Studies in Community Education	004932 Professional Studies in Community Education (cont'd)
004920 Disability, Handicap & Society	004930 Personal Contexts of Change
Approved Minor	Approved Minor
YEAR 3	
004921 Community Education Project	004921 Community Education Project (cont'd)
004934 Sexualities, Gender & Society	004922 Ethical & Professional Issues in Contemporary Societies

Bachelor of Community Education : Health Promotion (386AA)

The particular educational aim of this course is to provide initial professional preparation for people seeking a career in health promotion, health education, and professional development.

Students undertaking the health promotion strand of the Bachelor of Community Education will have an opportunity to critically analyse the current health systems, policies and practices and their assumptions. Students are encouraged to work towards an emerging science of health in the recognition of the current economic political and environmental global crisis. Students will explore a range of mainstream and new paradigm concepts, discourses, vocabularies, principles and theories and their implications for practice. Development as a reflective practitioner is emphasised.

Admission Requirements:

Applicants are required to meet the normal University requirements for admission to an undergraduate course, *or* hold a combination of relevant work experience and qualifications deemed to be equivalent by the University's Admissions Committee.

Course Requirements:

At least 72 credit points comprising:

(a) 52 credit points from a Core Program including

(i) 30 credit points from the Common Core in Community Education

(ii) 22 credit points from the Approved Major in Health Promotion, and

(b) an Approved Minor, and

(c) such other approved level 1 subjects up to a total of 20 credit points so that the total minimum credit point requirements of the course are met.

(d) With the approval of the Course Convener the requirements listed in (b) and (c) above may be combined to form a sequence of complementary study in another field of study.

For details of the Common Core in Community Education, refer to the item under that heading given above. For details of the subjects comprising the major in community education and the subjects comprising approved minors, refer to the listings under approved majors and approved minors in the Handbook. The subjects for the common core and the approved major are included in the typical study program. Note that in special circumstances, a student may substitute an approved subject in lieu of one of the subjects in the approved major.

Professional Experience:

Students are required to undertake a minimum of 200 hours of professional experience while enrolled in the course.

Course Advice:

All students must seek the advice of the course convener for approval of their study program.

Course Convener:

Mr Chris Higgisson 5B74 (02) 6201 2482

School of Professional and Community Education

Typical Full-time Course Structure:

Bachelor of Community Education - Health Promotion

Semester 1	Semester 2
YEAR 1	
005011 Concepts of Human Learning & Development	005012 Human Learning & Development through Community Education
004925 Foundations of Health Promotion	004924 Towards an Integral Science of Health
Approved Minor	Approved Minor
Elective	Elective
YEAR 2	
004935 Societal Contexts of Change	004930 Personal Contexts of Change
004932 Professional Studies in Community Education	004932 Professional Studies in Community Education (cont'd)
004923 Explorations of Healing	004926 Health Status, Settings & Systems
Approved Minor	Approved Minor
YEAR 3	
004921 Community Education Project	004921 Community Education Project (cont'd)
004931 Methods of Inquiry in Professional & Community Education	004922 Ethical & Professional Issues in Contemporary Society

Degree of Bachelor of Community Education (Honours) (531AA)

This course is designed to extend the research skills of community education students who have demonstrated merit in their undergraduate course. With the guidance of an academic supervisor and coursework, students will plan, implement and write up a research project in a relevant area. students will be encouraged to identify the interdependence of research techniques, methodologies and theories of knowledge; articulate and justify their own perspective on research and clarify their research problem/question(s) then satisfactorily apply methodologies and techniques they have chosen in a thesis.

Course Duration

1 year full-time or 2 years part-time. Maximum period of study is 2 years.

Admission Requirements

In order to be eligible for admission to the Honours course, students will require:

* successful completion of an undergraduate degree in community education, and

* a grade point average within the top twentieth percentile in the second and third year core and professional major subjects of the Bachelor of Community Education; and

* Community Education Project grade of at least Distinction level, and

* academic judgment that the student can be expected to achieve an Honours rating in the one year full-time program.

Course Requirements

Satisfactory completion of 24 credit points - all subjects compulsory

005139 Field Study in Community Education AM

004790 Independent Study B

004791 Independent Study C

005140 Community Education Thesis H

Honours Coordinator:

Mr Chris Higgisson 5B74 (02) 6201 2382; Fax: (02) 6201 2263

e-mail: chrish@education.canberra.edu.au

Bachelor of Education Courses

Undergraduate teacher education courses are offered by the Faculty in three areas of teaching specialisation:

Early Childhood ages 0 - 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, the Canberra Institute of Technology (for Early Childhood), and general studies pursued in other Faculties or other tertiary institutions. The programs aim to integrate educational theory and practice. The emphasis on professional experience will include a school-based semester.

Bachelor graduate entry degrees are also offered in primary and secondary education.

Degree of Bachelor of Education : Early Childhood (383AD)

Students enrolled in this course are those who were enrolled in the Early Childhood course prior to 1998, or those admitted with advanced standing.

Course Duration:

4 years full-time or equivalent part-time, maximum 20 semesters.

Course Requirements:

1. At least 96 credit points comprising

(a) 22 credit points from the Common Core in Education

(b) 52 credit points from the Specific Core in Early Childhood Curriculum Studies (including 4 credit points as part of the subject Teaching Internship).

(c) 22 credit points from an Approved Major.

2. Additional supervised professional experience equivalent to 11 credit points.

3. With to the approval of the course convener, the subjects 004789 Independent Study A, 004790 Independent Study B, or 004791 Independent Study C, may be undertaken in lieu of any subject offered by the School of Teacher Education.

Common Core in Education:

Code and Title	Credit Points	Level
004778 Information Technology in Education	3	1
004782 Education Foundations	3	1
004780 Diversity in Educational Settings	4	2
004801 Promoting Positive Learning Environments	4	3
004803 Responding to Individual Needs in Education	4	4
004811 Social Context of the Curriculum	4	4

Specific Core in Early Childhood Curriculum Studies:

Code and Title	Credit Points	Level
004775 0-3 Development, Cognition & Planning	3	1
004793 Language Education 1	3	1
004796 Literacy for Teachers	3	1
004802 Reconstructing Mathematical Understanding	3	1
004798 Mathematics Education 1	4	2
004805 Science Education	4	2
004809 Technology Education	4	2
004776 Arts Education 1	4	3
004777 Arts Education 2	4	3
004799 Mathematics Education 2	4	3
004808 Social Education	4	3
004781 Early Childhood Pedagogy & Health Education	4	4
004794 Language Education 2	4	4
004804 Teaching Internship	4	4

Professional Experience:

A minimum of 90 days of professional work experience normally undertaken as part of the subject 004804 Teaching Internship with the balance contributing to the requirements of (2) above and *requiring students to enrol in identified professional experience subjects which will be recorded on the student's academic transcript.*

There is a requirement to be enrolled in the Bachelor of Education (Early Childhood) course before undertaking professional experience subjects or corequisite subjects.

Approved Major:

Refer to the listing under this heading in the Handbook for approved majors available.

Course Advice:

Students requiring course advice are advised to contact the School of Teacher Education Office 5B80 (02) 6201 5352.

Degree of Bachelor of Education : Early Childhood Teaching (with CIT) (446AA)

This program is conducted in conjunction with the Canberra Institute of Technology, and students newly enrolling in 1998 to begin an Early Childhood course will be admitted to this course. Please note that applicants for this course of study will be required to complete a questionnaire before selection. Interest in and experience with younger children is desirable.

Course Duration:

4 years full-time or equivalent part-time, maximum 20 semesters.

Assumed Knowledge:

ACT: Majors in Mathematics (T) and English (T); NSW: 2u Mathematics and 2u English.

Course Requirements:

1. At least 96 credit points comprising

(a) 22 credit points from the Common Core in Education.

(b) 74 credit points from the Specific Core in Early Childhood Curriculum Studies (with CIT) including a Teaching Internship (4 credit points). (32 credit points are obtained from CIT subjects, and 42 credit points from UC subjects).

2. Additional supervised professional experience equivalent to 11 credit points.

3. With the approval of the course convener, the subjects 004789 Independent Study A, 004790 Independent Study B, or 004791 Independent Study C, may be undertaken in lieu of any subject offered by the School of Teacher Education.

Students will be required to enrol in Professional Experience subjects and their results will appear on their academic transcript.

Professional Experience:

This course requires extensive professional experience in schools and other educational institutions. This consists of 30 days of observation and professional practice in the first and second years of the course, and periods of block practice of 20 days duration in the remaining years, with the exception of Year 4. Year 4 (Semester 7) contains a Teaching Internship of 40 days duration. Students are advised they will be required to make a full-time commitment to Semester 7, and will need to make alternative arrangements for any part-time employment.

There is a requirement to be enrolled in the Bachelor of Education (Early Childhood) course before undertaking professional experience subjects or corequisite subjects.

Course Advice:

All students must seek the advice of the course convener for approval of their study program.

Professional Recognition:

The Bachelor of Education degree (Early Childhood course) is fully accredited and recognised as a teaching qualification throughout Australia.

Course Convener:

Associate Professor Marilyn Fleer 5B8 (02) 6201 2438

Enquiries to School of Teacher Education Office 5B80 (02) 6201 5352

Typical Full-time Course Structure:

Bachelor of Education - Early Childhood (with CIT)

Semester 1	Semester 2
YEAR 1	
004782 Education Foundations	004778 Information Technology & Education
004802 Reconstructing Maths Understanding	004793 Language Education 1
Introduction to Early Childhood Teaching (CIT)	Child Health & Movement Education (CIT)
Health Practices in Early Childhood (CIT)	Human Development & Early Childhood
Pedagogy 1 (CIT)	
Professional Experience	Professional Experience
CIT overview (15 days)	CIT Infants (15 days)
YEAR 2	
Administration & Issues in Early Childhood (CIT)	004801 Promoting Positive Learning Environments
Arts in Early Childhood (CIT)	Early Childhood Curriculum Studies (CIT)
Human Development & Early Childhood Pedagogy 2 (CIT)	Human Development & Early Childhood
Pedagogy 3 (CIT)	
Professional Experience	Professional Experience
CIT Toddlers (15 days)	CIT Pre-School (15 days)
YEAR 3	
004780 Diversity in Educational Settings	004777 Arts Education 2
004805 Science Education	004809 Technology Education
004798 Mathematics Education 1	004808 Social Education
Professional Experience 3 (20 days)	
YEAR 4	
004803 Responding to Individual Needs in Education	005076 Social Context of the Curriculum
004794 Language Education 2	004783 Education Research Colloquium
004804 Teaching Internship (40 days total)	004799 Mathematics Education 2

In early childhood-specific tutorials, issues relating to policies applicable to early childhood settings will be included in all curriculum subjects and the following core education subjects:

004778 Information Technology & Education

004801 promoting Positive Learning Environments

005076 Social Context of the Curriculum

004803 Responding to Individual Needs in Education

Degree of Bachelor of Education : Primary Teaching (383AE)

Course Duration:

Four years full-time or equivalent part-time, maximum 10 years.

Assumed Knowledge:

ACT: Majors in Mathematics (T) and English (T); NSW: 2u Mathematics and 2u English.

Course Requirements:

1. At least 96 credit points comprising

(a) 22 credit points from the Common Core in Education.

(b) 52 credit points from the Specific Core in Primary Curriculum Studies (including 4 credit points as part of the subject Teaching Internship).

(c) 22 credit points from an Approved Major.

2. Supervised professional experience equivalent to 11 credit points including a Teaching Internship (4 credit points).

3. With the approval of the course convener, the subjects 004789 Independent Study A, 004790 Independent Study B, or 004791 Independent Study C, may be undertaken in lieu of any subject offered by the School of Teacher Education.

Students will be required to enrol in Professional Experience subjects and their results will appear on their academic transcript.

Approved Major:

Subjects included in the sequential grouping taken under paragraph (b) shall be provided by the Dean of Faculty responsible for the subjects in the elective area of study. Students will be supplied with a booklet during their orientation sessions to assist them with the choice of an approved major.

There is a requirement to be enrolled in the Bachelor of Education (Primary) course before undertaking professional experience subjects or corequisite subjects.

Professional Experience:

This course requires extensive professional experience in schools. This consists of 20 days of observation in the first year of the course, and periods of block practice of 20 days duration in the remaining years, with the exception of Year 4. Year 4 (Semester 7) contains a Teaching Internship of 40 days duration. Students are advised they will be required to make a full-time commitment to Semester 7, and will need to make alternative arrangements for any part-time employment.

Course Advice:

All students must seek the advice of the course convener for approval of their study program.

Professional Recognition:

The Bachelor of Education (Primary Teaching course) is fully accredited and recognised as a teaching qualification throughout Australia.

Course Convener:

Ms Laraine Morris 5B9 (02) 6201 2973

Enquiries to School of Teacher Education Office 5B80 (02) 6201 5352

Typical Full-time Structure:

Bachelor of Education -Primary Teaching

Semester 1	Semester 2
YEAR 1	
004782 Education Foundations	004778 Information Technology & Education
004796 Literacy for Teachers	004793 Language Education 1
004802 Reconstructing Maths Understanding	004784 Health & Movement Education
Approved Major	Approved Major
Professional Experience 1 (20 days total)	
YEAR 2	
004798 Mathematics Education 1	004801 Promoting Positive Learning Environments
004805 Science Education	004809 Technology Education
Approved Major	Approved Major
Professional Experience 2 (20 days total)	
YEAR 3	
004780 Diversity in Educational Settings	004799 Mathematics Education 2
004776 Arts Education 1	004777 Arts Education 2
Approved Major	004808 Social Education
Professional Experience 3 (20 days total)	
YEAR 4	
004803 Responding to Individual Needs in Education	005076 Social Context of the Curriculum
004794 Language Education 2	004783 Education Research Colloquium
004804 Teaching Internship (40 days total)	Approved Major

Degree of Bachelor of Education : Secondary Teaching (433)

Course Duration:

4 years full-time or equivalent part-time, maximum 10 years.

Assumed Knowledge:

ACT: Majors in Mathematics (T) and English (T); NSW: 2u Mathematics and 2u English.

Course Requirements:

1. At least 96 credit points comprising

(a) 22 credit points from the Common Core in Education.

(b) 16 credit points from the Specific Core in Secondary Teaching.

(c) 44 credit points from two Approved Majors (22 cp each) other than those offered by the School of Teacher Education.

(d) 14 credit points from an Approved Minor other than those offered by the School of Teacher Education.

2. Additional supervised professional experience equivalent to 15 credit points.

3. With the approval of the course convener, the subjects 004789 Independent Study A, 004790 Independent Study B, or 004791 Independent Study C, may be undertaken in lieu of any subject offered by the School of Teacher Education.

Common Core in Education and Specific Core in Secondary Teaching:

Details of the subjects are given in the typical course structure below.

Approved Majors and Approved Minors:

Refer to these listings in the Handbook for information on choices available.

These sequences shall be approved by the Dean of Faculty, acting on advice of the Dean of Faculty responsible for subjects in the chosen area of study.

Teaching Specialisations:

Students enrolling in the Bachelor of Education Secondary in 1999 can undertake Physical Education or Music specialisations only.

For students who enrolled prior to 1999, the following subject areas were offered for prospective secondary teachers, depending on student interest and lecturing staff availability:

Computing

English

English as a Second Language

Modern Languages (Chinese, Japanese or Spanish or others which can be undertaken as external studies at the ANU)

History

Mathematics

Music

Sciences (biology, chemistry, earth sciences, physics)

Social Sciences (including accounting, business studies, economics, geography, legal studies, librarianship, political science, sociology, psychology)

Intending students are asked to check the availability of specialisations with the Executive Assistant, telephone (02) 6201 2625.

Professional Experience:

This course requires extensive professional experience in schools. This consists of ten days in Semester 1, a two-week block in Semester 4, twenty-five days in Semester 7 and twenty-five days in Semester 8. These professional experiences are completed on sequential days. *Students will be required to enrol in Professional Experience subjects and their results will appear on their academic transcript*.

Course Advice:

All students must seek the advice of the course convener for approval of their study program.

Professional Recognition:

The Bachelor of Education (Secondary Teaching course) is fully accredited and recognised as a teaching qualification throughout Australia.

Course Convener:

Mr Jim McDonald 5C11 (02) 6201 2324

School of Teacher Education

Typical Full-time Course Structure:

Bachelor of Education - Secondary Teaching

Semester 1	Semester 2
YEAR 1	
004782 Education Foundations	004778 Information Technology in Education
Approved Major 1	Approved Major 1
Approved Major 2	Approved Major 2
Approved Minor	Approved Minor
Professional Experience S1 (10 days total)	
YEAR 2	
Approved Major 1	004780 Diversity in Educational Settings
Approved Major 2	Approved Major 1
Approved Minor	Approved Major 2
	Professional Experience S2 (10 days total)
YEAR 3	
General Education subject	Approved Major 1
Approved Major 1	Approved Major 2
Approved Major 2	Approved Minor
YEAR 4	
004803 Responding to Individual Needs in Education	004811 Social Context of the Curriculum
004801 Promoting Positive Learning Environments	004783 Education Research Colloquium
004812 Secondary Teaching 1	004813 Secondary Teaching 2
Professional Experience S3 (25 days total)	Professional Experience S4 (25 days total)

Bachelor of Education Conversion Courses

The Faculty offers Bachelor of Education conversion courses in early childhood, primary and secondary education.

Bachelor of Education - Early Childhood Conversion (383AA)

Course Duration:

1 year full-time or equivalent part time; maximum 10 semesters.

Admission Requirements:

In addition to meeting the normal University requirements for admission to an undergraduate course, applicants must also have at least two years full-time teaching experience in early childhood or equivalent professional experience and have successfully completed a three-year Diploma of Early Childhood Teaching or its equivalent, or hold a combination of qualifications and work experience deemed equivalent by the University's Admissions Committee.

Course Requirements:

At least 24 credit points comprising the Specific Core in Early Childhood (Conversion):

(i) 8 credit points from Core Education subjects;

(ii) Professional Options: at least 16 credit points approved by the course convener as appropriate for the individual student (coherent set of four subjects).

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 Teaching Conversion) course is fully accredited and recognised as a teaching qualification throughout Australia.

Course Convener:

Associate Professor Clem Annice 5B79 (02) 6201 2477

School of Teacher Education

Typical Full-time Course Structure:

Bachelor of Education - Early Childhood Conversion Course

Semester 1	Semester 2
YEAR 1	
004801 Promoting Positive Learning Environments *or* 004803 Responding to Individual Needs in Education	004811 Social Context of the Curriculum
Professional Options 1 and 2	Professional Options 3 and 4

Bachelor of Education - Primary Conversion (383AB)

Course Duration:

1 year full-time or equivalent part-time, maximum 10 semesters.

Admission Requirements:

Applicants of the conversion course (Primary) must have at least two years full-time teaching experience in primary or equivalent professional experience and have successfully completed a three-year Diploma of Primary Teaching or its equivalent, or hold a combination of qualifications and work experience deemed equivalent by the University's Admissions Committee.

Course Requirements:

At least 24 credit points comprising the Specific Core in Primary Teaching (Conversion):

(i) 8 credit points from Core Education subjects;

(ii) Professional Options: at least 16 credit points approved by the course convener as appropriate for the individual student (coherent set of four subjects).

Course Advice:

All students must seek the advice of the course convener for approval of their study program.

Professional Recognition:

The Bachelor of Education (Primary Teaching Conversion) course is fully accredited and recognised as a teaching qualification throughout Australia.

Course Convener:

Associate Professor Clem Annice 5B79 (02) 6201 2477

School of Teacher Education

Typical Full-time Course Structure:

As for the Early Childhood Teaching Conversion course.

Bachelor of Education - Secondary Conversion (385)

Course Duration:

1 year full-year or equivalent part-time, maximum 10 semesters.

Admission Requirements:

Applicants for the conversion course (Secondary) must have at least two years full-time relevant teaching experience and have successfully completed a three-year Diploma of Secondary Teaching or its equivalent, or hold a combination of qualifications and work experience deemed equivalent by the University's Admissions Committee.

Course Requirements:

At least 24 credit points comprising the Specific Core in Secondary Teaching (Conversion):

(i) 8 credit points from Core Education subjects;

(ii) Professional Options: at least 16 credit points approved by the course convener as appropriate for the individual student (coherent set of four subjects).

Course Advice:

All students must seek the advice of the course convener for approval of their study program.

Professional Recognition:

The Bachelor of Education Teacher Conversion (Secondary) course is fully accredited and recognised as a teaching qualification throughout Australia.

Course Convener:

Mr Jim McDonald 5C11 (02) 6201 2324

School of Teacher Education

Typical Full-time Course Structure:

As for the Primary Teaching Conversion course.

Degree of Bachelor of Education : Primary Teaching (Graduate Entry) (383AG)

Course Duration:

2 years full-time or equivalent part-time, maximum 8 semesters.

Admission Requirements:

Applicants must have successfully completed a bachelor degree or hold qualifications deemed equivalent by the University's Admissions Committee.

Course Requirements:

1. At least 49 credit points comprising:

(a) 38 credit points from the Specific Core in Primary Curriculum Studies (Graduate Entry) including a Teaching Internship (4 credit points).

(b) 11 credit points from the Approved Minor in Education.

2. Additional supervised professional experience equivalent to 3 credit points.

3. With the approval of the course convener, the subjects 004789 Independent Study A, 004790 Independent Study B, or 004791 Independent Study C, may be undertaken in lieu of any subject offered by the School of Teacher Education.

Students will be required to enrol in Professional Experience subjects and their results will appear on their academic transcript.

Professional Experience:

This course requires extensive professional experience in schools (a minimum of 60 days). This consists of twenty days of observation in the first year, and a block practice of 40 days duration in Semester 3. Students are advised they will be required to make a full-time commitment to Semester 3, and will need to make alternative arrangements for any part-time employment.

Course Advice:

All students must seek the advice of the course convener for approval of their study program.

Professional Recognition:

The Bachelor of Education (Primary Teaching Graduate Entry) course is fully accredited and recognised as a teaching qualification throughout Australia.

Course Convener:

Associate Professor Clem Annice 5B79 (02) 6201 2477

School of Teacher Education

Typical Full-time Course Structure:

Bachelor of Education - Primary Graduate Entry

Semester 1	Semester 2
YEAR 1	
004803 Responding to Individual Needs in Education	004778 Information Technology & Education
004798 Mathematics Education 1	004784 Health & Movement Education
004776 Arts Education 1	004793 Language Education 1
Professional Experience 1G (20 days total)	004808 Social Education
YEAR 2	
004794 Language Education 2	004811 Social Context of the Curriculum
004805 Science Education	004809 Technology Education
004804 Teaching Internship (40 days total)	004799 Mathematics Education 2

Degree of Bachelor of Education : Secondary Teaching (Graduate Entry) (435)

Course Duration:

2 years full-time or equivalent part-time, maximum 8 semesters.

Admission Requirements:

Applicants must meet normal University requirements for admission to a graduate course or hold qualifications deemed equivalent by the University's Admissions Committee.

Course Requirements:

1. At least 52 credit points comprising:

(a) 22 credit points from the Common Core in Education.

(b) 16 credit points from the Specific Core in Secondary Teaching.

(c) 14 credit points from a professional sequence approved by the course convener.

2. Additional supervised professional experience equivalent to 3 credit points.

3. With the approval of the course convener, the subjects 004789 Independent Study A, 004790 Independent Study B, or 004791 Independent Study C, may be undertaken in lieu of any subject offered by the School of Teacher Education.

Students will be required to enrol in Professional Experience subjects and their results will appear on their academic transcript.

Teaching Specialisations:

Refer to the listing given in the Bachelor of Education (Secondary Teaching) course (433). Intending students are asked to check the availability of specialisations with the Executive Assistant, telephone (02) 6201 2625.

Professional Experience:

This course requires extensive professional experience in schools. This consists of 10 days of observation in the first semester of the course, and periods of block practice of 25 days duration in Semester 3 and 25 days in Semester 4. Students are advised they will be required to make a full-time commitment to Semester 3, and will need to make alternative arrangements for any part-time employment.

Course Advice:

All students must seek the advice of the course convener for approval of their study program.

Professional Recognition:

The Bachelor of Education (Secondary Teaching Graduate Entry) course is fully accredited and recognised as a teaching qualification throughout Australia.

Course Convener:

Mr Jim McDonald 5C11 (02) 6201 2324

School of Teacher Education

Typical Full-time Course Structure:

Bachelor of Education -Secondary Teaching Graduate Entry

Semester 1	Semester 2
YEAR 1	
004782 Education Foundations	004780 Diversity in Educational Settings
004801 Promoting Positive Learning Environments	004778 Information Technology in Education
Professional Sequence	Professional Sequence
Professional Sequence	Professional Sequence
Professional Experience S1G (10 days total)	
YEAR 2	
004803 Responding to Individual Needs in Education	004811 Social Context of the Curriculum
004812 Secondary Teaching 1	004813 Secondary Teaching 2
Professional Experience S2G (25 days total)	Professional Experience S3G (25 days total)

Graduate Certificate in Community Counselling (260AA)

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 coordinators, 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 (260AA) comprises the first year of the two years of part-time study involved in the Graduate Diploma course (339AA). 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 from required subjects. Refer to the typical course structure below.

Applications in Counselling 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 subjects.

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 (02) 6201 2484.

School of Professional and Community Education

Typical Part-time Course Structure:

Graduate Certificate in Community Counselling

Semester 1	Semester 2
YEAR 1	
003557 Introduction to Counselling PG (year-long)	003557 Introduction to Counselling PG (cont'd)
004235 Community Field Experience PG1 (year-long)	004235 Community Field Experience PG1 (cont'd)
	003558 Applications of Counselling PG1

Graduate Certificate in Education (319AA)

This course aims to enhance professional knowledge and skills for current or future teaching, administrative and development roles in education-related institutions in government and non-government settings.

Course Duration:

1 semester full-time or 2 semesters part-time.

Admission Requirements:

Applicants should possess the degree of Bachelor of Education or a qualification deemed equivalent by the Admissions Committee, *or* a first degree and a Graduate Diploma in Education or graduate teaching qualification deemed equivalent by the Admissions Committee; *or* qualifications deemed to be equivalent to the above by the Admissions Committee and experience which indicates a strong possibility of success. However, in this case, it should be noted by applicants that the Graduate Certificate in Education is not a recognised teaching qualification.

Preferred applicants will have current professional experience in the area they nominate.

Course Structure and Requirements:

The course comprises two 6 credit point M level subjects or equivalents. As such, it can be understood as the first semester of the Master of Education by coursework or by research, if taken full-time, or the first year if taken part-time. Flexibility for students is central to the course and the award requirements can be met in a number of ways. For example:

(i) a student could satisfy the requirements for the award by successfully completing

004369 Education Research Project M 2A

and 004370 Education Research Project M 2B

where these two subjects were designed to be taken in sequence in an area of focus.

(ii) a student could satisfy the requirements for the award by successfully completing 2 six credit points M level subjects in:

Education Administration

or Curriculum Studies

or Special Education

or Health Education

(iii) a student could satisfy the requirements for at least half of the award (6 credit points) by successfully completing a professional development project (for example NPDP) approved by Academic Board and which has been developed in partnership with this University or another university in association with other educational agencies such as ACT Department of Education and Training and the Science Teachers Association,

plus one other available six credit point M subject

or 004368 Education Research Project M1

(iv) a student could satisfy the requirements for the award by successfully completing Education Research Project M1 (6 credit points) where that subject comprises the successful completion of a subject taken at G, PG or M level for 3 or 4 credit points, for example one of:

003834 Nature of Adult Learning PG

001223 Applied Linguistics PG

001904 Materials for Language Teaching PG

003537 Human Resource Development Project G : Adult Education

000793 Discourse Analysis M

001944 Human Sexuality PG

003824 Research Seminar in Environmental Education PG

plus further additional study developed to complement that subject's focus and equivalent to 3 or 2 credit points

plus one other available 6 credit point M subject.

Status:

Students who have completed a professional development project (for example NPDP) which has been developed in partnership with this University or another university in association with other educational agencies and which meets Academic Board's minimum requirements for such projects, may be granted one subject (6 credit points) of status.

Course Advice:

For detailed course advice, students should contact the course convener.

Course Convener:

Associate Professor Tim Hardy 5B10 (02) 6201 2067

School of Teacher Education

Graduate Certificate in Education (Enrichment Mathematics) (441AA)

The course in Enrichment Mathematics leading to the award of a Graduate Certificate in Education aims to enhance the professional knowledge of teachers of upper primary and secondary mathematics, enabling them to effectively enrich the mathematics education of students. While the focus of the course is on enhancing learning for talented students it is expected that this course will assist teachers to enrich learning in mixed ability classes. The course provides a blend of mathematical knowledge, curriculum and pedagogy, including a school-based research project. While essentially practical in emphasis, theoretical perspectives on the education of talented children are examined and evaluated.

Expected outcomes for participants include:

* deepening the mathematical knowledge of teachers, particularly in areas not currently well-supported in texts and curriculum documents;

* developing an effective repertoire of approaches to the identification and teaching of talented mathematics students;

* developing and implementing approaches to monitor and evaluate their own teaching, particularly of talented mathematics students;

* understanding and evaluating a range of organisational strategies for enriching the mathematics education of talented students;

* developing an expanded range of learning activities that enhance teachers' capacity to maximise mathematical learning outcomes for students of a range of abilities.

Course Duration:

1 semester full-time or equivalent part-time.

Admission Requirements:

Applicants for admission should be practising teachers of primary or secondary mathematics with appropriate qualifications, demonstrated commitment to mathematics education and relevant professional experience. Qualifications will normally include either a Bachelor of Education containing mathematics as a major field of study or first degree including significant mathematics plus approved teaching qualification. Relevant professional experience will normally include at least two years teaching of upper primary or secondary mathematics.

Other teachers interested in this course are encouraged to contact the course convener to discuss the need for further learning and the relevance of prior experience such as mathematics-related professional development courses.

It should be noted that the course in Enrichment Mathematics leading to the award of a Graduate Certificate in Education is not a recognised teaching qualification. Neither is it intended that this course enable teachers not trained in mathematics to retrain as secondary mathematics teachers.

Course Structure:

At least 12 credit points, normally consisting of two or three M level subjects or equivalent. As such, it can be understood as the first semester of the Master of Education degree by coursework or by research.

The course structure is flexible and may be negotiated with the course convener to best meet the needs of individual learners. It may be studied as three 4 credit-point subjects, or as one 4 credit-point subject and one 8 credit-point subject. In negotiating the subjects to be studied, students will need to ensure that an appropriate balance of mathematical knowledge, pedagogical study and critical reflection is maintained. Such a balance may, for example, be achieved through one of the two structures suggested below.

005018 Enriching the Mathematics Curriculum PG

005019 Enriching Mathematics Learning PG

005021 Enrichment Maths Research Project A PG

or

005020 Enriching School Mathematics PG

005022 Enriching Maths Research Project B PG

Subjects 1, 2 and 4 may be offered flexibly using a summer school model, or as a combination of external study and face to face workshops. Subjects 3 and 5 will be offered externally with supervision. It is not necessary that these subjects be studied sequentially. Subjects currently offered in the Faculties of Education or Information Sciences and Engineering may be taken, by negotiation with the course convener, in lieu of the above.

Status (advanced standing):

Students who have completed subjects at a suitable level and with a suitable focus offered by this or another university, or who have completed a professional development project (for example NPDP) which has been developed in partnership between a University and other agencies such as a professional association, may, with the approval of the course convener and within the structure of the University's policies and practices, be granted up to 4 credit points (one subject) of status.

Course Enquiries:

Mr Steve Thornton

Director: Australian Mathematics Teacher Enrichment Project

Australian Mathematics Trust

telephone: (02) 6201 2017, fax: (02) 6201 5096

e-mail: Steve.Thornton@amt.canberra.edu.au

Graduate Certificate in English for Professional Purposes (464AA)

This course had been developed to provide a professionally recognised English language course at graduate level, for full fee paying overseas students.

Teaching methods reflect the fact that the participants are adult learners, some of whom are likely to have substantial experience in their professional fields. There is flexibility and opportunities for negotiation in order to ensure the highest degree of learner-centredness. Seminars and small group work predominate over lecture-style delivery. These strategies are in keeping with current views on language reaching and learning.

The proposed syllabus is one that integrates a number of elements. Thematic areas pertinent to professional communication provide the principal organisational focus. The socio-cultural and language competencies are integrated into the themes in such a way as to ensure they are adequately covered.

Depending on where the course is being presented, there may be opportunities to bring in guest speakers to talk on their areas of expertise. Similarly, visits to places off-campus, where appropriate, are used to allow the students to use their newly acquired language skills in a real, rather than a realistic, context.

Admission Requirements:

To be eligible for admission applicants should possess a bachelor degree or equivalent as approved by the Admissions Committee.

Applicants are required to prove that they are sufficiently proficient in English to benefit from this course of study. As this Graduate Certificate is intended for students who have already achieved an Intermediate level in English, applicants will be accepted into the program only if they have an International English language Testing System (IELTS) overall band score of 5 (General Training or Academic Module) or a TOEFL score of 480. Applicants may also be accepted on the basis of the University of Canberra's own English assessment procedures.

Bridging Requirements:

There are no bridging requirements, although applicants deemed not to have the requisite level of proficiency in English for acceptance into the Graduate Certificate may be advised to undertake an ELICOS course. Attaining a suitable level of proficiency in the ELICOS course could then allow automatic entry into the Graduate Certificate.

Academic Requirements:

At least 12 credit points obtained as follows.

8 credit points to be obtained from the double subject, 005159 International English Language G.

4 credit points to be obtained from the subject, 005160 English for Specific Purposes G.

Course Structure and Curriculum:

The proposed course consists of two subjects, one double (8 credit points) and one single (4 credit points). The former adopts an integrated skills approach to the development of proficiency in English. The latter focuses more directly on the professional context in which the participants are employed. The double subject gives the participants the fundamental understanding of the language that facilities the more formal language practice activities that are required in the single subject.

There are no electives, but the course content allows for some variation to reflect the particular professional interests of a given cohort, and of individuals within it.

Graduate Certificate in Higher Education (329AA)

This is a formally accredited course designed for practising university teachers. It is coordinated by the Centre for the Enhancement of Learning, Teaching and Scholarship (CELTS), drawing on expertise from with the Centre as well as from other parts of the University of Canberra.

The course caters for academics with varying levels of teaching experience. There is a balance of theoretical and practical approaches to assist participants to:

* develop a wider repertoire of approaches to course design, teaching and assessment in higher education;

* develop an understanding of theories and practices associated with teaching and learning in higher education;

* develop and implement approaches to monitoring and evaluating their own university teaching; and

* increase their understanding of current issues in higher education.

The course is designated as full fee-paying.

Course Duration:

1 year part-time (although some candidates may choose to complete the course over two years).

Admission Requirements:

The minimum admission requirement is a bachelor degree. Because participants in the course are expected to draw upon their own teaching experience and undertake investigations into their teaching practice, it is essential for the participants to be concurrently engaged in some form of university teaching.

Advanced Standing:

Up to 6 credit points of advanced standing (credit) may be granted on the basis of a completion certificate in the Australian National University's Sustained Study in University Teaching Program.

Course Structure:

The course consists of four modules, each of four credit points. To permit flexibility and cater for individual interests, participants are able to negotiate the specific focus of their reading and project work. The modules are:

004498 Teaching and Learning in Higher Education G (semester 1)

004497 Course Design and Evaluation in Higher Education G (semester 2)

005141 Action Learning Project G1 (semester 1)

005142 Action Learning Project G2 (semester 2)

Course Convener:

Dr Valerie Clifford, Senior Lecturer in CELTS, telephone (02) 6201 2253; fax (02) 6201 5712.

or

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

telephone: (02) 6201 5290; fax: (02) 6201 5172

Note: Classes will begin on 1 February.

Graduate Certificate in Human Resource Development (265AA)

This course is aimed at meeting the developing needs of Human Resource Development (HRD) practitioners.

It has been designed to meet the changed requirements of practitioners as described in the HRD and the emergent people development (PD) competencies and recognises the need for practitioners to:

* acquire an understanding of the new concept of capability;

* demonstrate flexibility and be tolerant of ambiguity and difference in the workplace;

* be able to design, deliver and conduct Competency Based Training to national standards

* conduct Competency Based Assessment;

* be able to understand the context of change and relate sensitively to the external environment;

* integrate on and off-the-job training;

* understand the context of change and be able to relate sensitively to the external environment;

* conduct Recognition of Prior Learning assessments.

The courses is available on a full-fee paying basis only. In 1999, the cost will be approximately $5,400. Places are strictly limited. It may be offered as a Summer School in January 1999, and as part of the mainstream program commencing in Semester 1.

Course Duration:

1 semester full-time or equivalent part-time in-service, undertaken intensively in a Summer School or over one semester full-time as part of a mainstream program.

Admission Requirements:

Applicants should hold a degree or equivalent, but not necessarily in the area of human resource development. Applicants with significant experience may apply for graduate equivalence status.

Course Structure:

The course is fully articulated with the Graduate Diploma in Human Resource Development and beyond and requires the completion of three graduate level subjects totalling at least 16 credit points.

There are two compulsory core (double) subjects totalling 13 credit points, which both include a professional practice component.

003523 Skills and Strategies in Human Resource Development G

003521 Strategy Design and Implementation in Human Resource Development G

An elective subject is chosen from:

003412 Theory and Principles of System Evaluation G

003527 Research Methods in Human Resource Development G

003414 Theory and Principles of Group Dynamics G

003530 Management and Leadership in HRD G

003537 HRD Adult Education Project G

003525 Research Project in Human Resource Development G

*or o*ne G (graduate) or PG level subject from approved electives offered by the Faculty of Management and Law and the Faculty of Communication.

Course Advice:

For course advice and further information, students should consult the course convener.

Course Convener:

Ms Barbara Chambers 5C61 (02) 6201 5141/2470 or facsimile (02) 6201 5338

Enquiries: (02) 6201 2244

School of Professional and Community Education

Note: Full-fee paying places only will be available in the course.

Graduate Certificate in Strategic Asset Management (318AA)

The full-fee paying course is offered by the University of Canberra in conjunction with the Australian Centre for Value Management. It is designed to meet the need for training in strategic management practices, particularly as they relate to the development, construction and management of the nation's assets.

It is targeted at professionals who have responsibility for design, procurement, project development and project management.

Course Duration:

The equivalent of six months full-time.

Admission Requirements:

Applicants will normally hold at least a first degree in an appropriate discipline. They should also have access to opportunities for practising the skills within the organisation and for structuring assignments in such a way as to provide outcomes useful to the work of the organisation.

Applicants who do not hold a first degree but who have considerable professional experience at graduate level may apply for graduate equivalent status. Each application is considered on its merits by the University's Admissions Committee.

Course Structure:

The course requires the completion of three subjects each of four credit points, including a major application project, arranged into a specialisation. The current course specialisations include:

Value management

Strategic Service planning

Strategic Asset Planning

Managing Continuous Improvement

Asset Development Management

Risk Management

Each subject has four phases:

Preparation Phase of Pre-subject reading

Intensive Phase of approximately five days of class contact

Follow-up Phase of assignments and structured exercises

Application Phase involving application to a workplace problem

The course is delivered wherever the demand is greatest. Where a client organisation has specific needs, it is possible to depart from the existing specialisations and arrange for other combinations of subjects.

Enquiries:

The Australian Centre for Value Management

PO Box 1598

STRAWBERRY HILLS NSW 2012

Telephone: (02) 9209 4143

Facsimile: (02) 9699 3148

Graduate Certificate in Teaching English to Speakers of Other Languages (TESOL) (270AA)

The School of Languages and International Education offers courses to full fee paying overseas students. Australian students may be accepted into the courses on the same full-fee paying basis. The graduate certificate is a course comprising four selected TESOL subjects. It is suitable for those with no previous formal training in English language teaching

Students are advised to consult the Description of Subjects section of this Handbook for details of the class contact hours, syllabus and any other requirements of the subjects listed for TESOL courses. They should also check the subject availability section of this Handbook or seek further advice from the Faculties concerned.

Course Duration:

Either 1 semester full-time or 2 semesters part-time.

Course Structure:

Semester 1

Required subjects

005013 TESOL Methodology PG 1

001229 Linguistics PG

and *two electives*, for example

004291 Language Teaching in Action PG

004326 English Language and Culture PG

001233 Writing PG

Semester 2

Required subjects

005014 TESOL Methodology PG 2

001223 Applied Linguistics PG

and *two electives*, for example

001905 Technology in Language Teaching PG

001904 Materials for Language Teaching PG

001228 Language Culture and Society PG

Course Administrator:

Enquiries to School of Languages and International Education 1C5 (02) 6201 2077

Graduate Diploma in Community Counselling (339AA)

This course is designed to provide professional training in counselling skills that may be applied in a variety of positions in the helping professions and voluntary work with community agencies.

Note: Full-fee paying places will be available in the course in addition to HECS places.

Course Duration:

2 years part-time.

Admission Requirements:

The course has been specifically designed for community workers who are working in counselling areas, yet may not have a degree with a psychology major.

Applicants should posses an accredited bachelor degree or an equivalent qualification, with at least two years approved professional counselling/adult education experience and some staff development in the community education area; or hold an accredited bachelor 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. All students will be interviewed for personal suitability and appropriateness of the course.

Course Structure

The Graduate Certificate in Community Counselling is a subsumable award within the Graduate Diploma in Community Counselling. The Graduate Diploma involves one year of part-time study following the completion of requirements of the Graduate Certificate.

Students must satisfactorily complete 29 credit points made up of the Graduate Certificate subjects (14 credit points) plus the following five subjects:

003116 Group Counselling PG

003556 Facilitating Change in Organisations and Systems M

004236 Community Field Experience PG 2 (year-long)

003559 Professional Issues in Counselling M

003560 Applications of Counselling PG2

Course Advice:

Students needing course advice should contact the course convener.

Course Convener:

Dr Sandi Plummer 5B76 (02) 6201 2484

School of Professional and Community Education

Graduate Diploma in Education : Primary Teaching (063AA)

This is a full-time full-fee paying course offered to international students who are graduates and who wish to become primary school teachers in their home countries.

Admission Requirements:

Applicants must possess a degree from a recognised university. It is desirable, although not essential, that components of the degree reflect some areas of the primary school curriculum (for example, English, social studies, mathematics, science, the arts, languages other than English, health and physical education, technology).

Course Duration:

1 year full-time, and full fee paying. Entry to the course is possible in either Semester 1 or Semester 2.

Course Requirements:

At least 24 credit points comprising

(a) Core subjects in Teacher Education, and

(b) Curriculum Studies subjects. They will usually be undertaken in the pattern set out below:

Course Convener:

Associate Professor Clem Annice 5B79 (02) 6201 2477

School of Teacher Education

Typical Full-time Course Structure

Graduate Diploma in Education : Primary Teaching

Semester 1	Semester 2
YEAR 1	
Core Subjects in Teacher Education (Educational Foundations)	
005076 Social Context of the Curriculum G	005077 Education Foundations G
005079 Promoting Positive Learning Environments G	005081 Responding to Individual Needs in Education G
Curriculum Studies Subjects (Curriculum & Instruction)	
004784 Health & Movement Education	004798 Mathematics Education 1
004793 Language Education 1	004776 Arts Education 1
004808 Social Education	004805 Science Education
Professional Experience	
tba Field Experience 2 &	tba Field Experience 3 &
tba Field Experience 4	tba Field Experience 7

Graduate Diploma in Education : Secondary Teaching (455)

This course is offered to graduates who wish to become teachers in secondary schools. It is possible to undertake the course on a part-time basis but students should be aware of timetable constraints and the very extensive commitment to continuous periods of practice teaching in schools which is a requirement of the course.

Full-time students should on no account take on a part-time job. It would be better to work full-time, save, then do your studies. Part-time students should on no account take on a full-time job (see above note).

Course Duration:

1 year full-time or 2 years part-time, maximum 4 semesters.

Admission Requirements:

Applicants must possess a degree from a tertiary institution or an equivalent qualification with major sequences in areas that are relevant to secondary school teaching. These currently include accounting, art, computing, economics, English, foreign languages, geography, history, legal studies, mathematics, music, physical sciences and social sciences.

Entry to the course is only possible at the beginning of Semester 1 of the University academic year.

Course Requirements:

At least 32 credit points comprising

(a) 24 credit points from a Common Core in Education G, and

(b) 8 credit points from Secondary Teaching Studies G.

Common Core in Education G:

005077 Education Foundations G

005079 Promoting Positive Learning Environments G

005078 Information Technology & Education G

005081 Responding to Individual Needs in Education G

005082 Diversity in Educational Settings G

005076 Social Context of the Curriculum G

Teaching Studies G:

005080 Secondary Teaching Studies G1

005083 Secondary Teaching Studies G2

These teaching studies subjects relate to professional experience in the elected curriculum areas. Each Secondary Teaching Studies G subject has a corequisite requirement of 25 days of professional experience in secondary schools.

Part-time Study:

The program may be undertaken on a part-time basis but prospective students should note:

(a) the program must normally be completed in two years;

(b) the preferred part-time sequence is:

Year 1 Core Education subjects

Year 2 Secondary Teaching Studies G subjects

(c) no provision can be made for classes outside those on the normal University timetable;

(d) students who have employment should note that all subjects have requirements involving extensive periods of work in schools;

(e) the Secondary Teaching Studies G subjects require students to be in attendance at their assigned schools practising as full-time teachers for *continuous* periods of at least five weeks (25 days) per semester.

Secondary Teaching Studies Specialisations:

Currently the following subject areas are available for prospective secondary teachers depending on student interest and lecturing staff availability:

Arts (dance, drama, media, music, visual arts or design), computing, English, English as a second language (available only in combination with languages other than English, English or social sciences), languages other than English (LOTE), history, mathematics, sciences (biology, chemistry, earth science, physics), social sciences (including accounting, Australian studies, business studies, economics, geography, law, librarianship, political science, social psychology and sociology).

Intending students are asked to check the availability of specialisations with the Executive Assistant on (02) 6201 2625.

Professional Experience:

Exemptions will normally *not* be granted from the in-school component of any course subject. This applies especially to the practice of teaching components of the Secondary Teaching Studies G subjects.

Course Advice:

All students must seek the advice of the course convener for approval of their study program.

Intending students please note

Students are advised that there are different requirements in each State and Territory regarding the necessary background to teach in specific subject areas.

If you wish to seek employment as a secondary teacher you are strongly advised to seek advice from the relevant State/Territory on the suitability of your first degree for teaching purposes.

Professional Recognition:

The Graduate Diploma of Education (Secondary) course is fully accredited and recognised as a teaching qualification throughout Australia.

Course Convener:

Mr Jim McDonald 5C11 (02) 6201 2324

School of Teacher Education

Graduate Diploma in Human Resource Development (290AA)

The course aims to assist participants to progress as professionals in any area of adult education, development and training or in human resource development (HRD) in industry or in the public sector by broadening their professional expertise.

It 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.

Course Duration:

2 years part-time study in-service.

Admission Requirements:

The Graduate Diploma in Human Resource Development is available to those who have successfully completed a first degree in an Australian university or its equivalent. Candidates must be employed, either full-time or part-time, in adult learning environments, or have the prospect of such employment, so that they are able to undertake the professional practice component concurrently with the first two core subjects.

Admission may also be open to those members of professions who hold awards that are, in the opinion of the University's Admissions Committee, equivalent to a first degree.

Course Structure:

The course is in-service, with a practical emphasis and built around generic concepts of instruction and how adults learn. Participants are expected to be employed in adult learning/teaching environments while undertaking their study. The course consists of seven semester-length subjects, totalling 30 credit points.

Four compulsory core subjects form the Professional Development Strand. These must be undertaken sequentially and are:

003523 Skills and Strategies in HRD G (this includes a Professional practice component)

003521 Strategy Design and Implementation in HRD G (this includes a Professional Practice component)

003267 Theory and Principles of Adult Education G

003269 Complex Strategies in Professional Development G

Students must also select any three of the following subjects:

003412 Theory and Principles of System Evaluation G

003527 Research Methods in HRD G

003414 Theory and Principles of Group Dynamics G

003530 Management and Leadership in HRD G

003525 Research Project in HRD G (subject to course rules and conditions)

003537 Human Resource Development Project G (subject to course rules and conditions) or an elective at graduate or postgraduate level within the Faculty of Management and Law and as approved by the course convener.

Course Advice:

Students seeking course advice should contact the course convener.

Course Convener:

Associate Professor Barbara Chambers 5C61 (02) 6201 5141

School of Professional and Community Education

Graduate Diploma in Special Education (340AA)

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 have students with learning and behavioural disabilities in their classrooms will also find the course useful. The course is a practical one that emphasises education for inclusion.

The course is offered flexibly in summer and winter blocks, occasionally on scheduled weekends, and, where it is convenient for students, in off campus locations. Networking and collaboration among students are strongly promoted.

Specialisations:

There are four specialisations within the Graduate Diploma in Special Education: learning difficulties; support teaching; developmental disabilities; and behaviour disorders. Students may select subjects across specialisations with the permission of the course convener.

Course Duration:

Part-time students can complete the course in two years. Maximum period of study is 2 years full-time or 5 years part-time.

Admission Requirements:

Applications should 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 some practical experience with individuals with learning difficulties or disabilities.

Course Requirements:

There is a compulsory core of four subjects, plus elective subjects that reflect the specialisation selected. Each specialisation comprises eight subjects (3 credit points each) and two professional experience subjects (2 credit points each) - 28 credit points in total.

Practical Component:

The two Professional Experience subjects normally involve the completion of 100 hours of practicum in school and/or clinical settings (some adjustments may be made for part-time students). Most subjects have practical requirements, usually as part of assignments.

Course Advice:

Further particulars are available from the Executive Assistant of the Faculty of Education, telephone (02) 6201 2625.

Course Convener:

Professor Anthony Shaddock 5C61 (02) 6201 2244/5150

e-mail: tonys@education.canberra.edu.au

Typical Course Structure:

Year 1 (core subjects)

Semester 1

003113 Developmental and Learning Disabilities PG

003114 Skills in Interpersonal Communication PG

Semester 2

003108 People with Learning Problems PG

003115 Behaviour Disorders PG

Year 2

In Semesters 1 and 2, students complete 003111 Professional Field Experience PG1

003112 Professional Field Experience PG2 plus four subjects (12 credit points) from electives including:

003107 Communication Disorders PG

003113 Developmental Disabilities PG

003099 Computers in Schools PG

003110 Early Intervention PG

003109 Students with Gifts and Talents PG

004934 Sexualities, Gender and Society

003104 Studies in Literacy PT

004797 Mathematics and Learning Difficulties PG

000796 Issues in Special Education M

003834 Nature of Adult Learning PG

003560 Applications of Counselling PG2

001265 Special Study in Special Education 1

001273 Special Study in Special Education 2

Students with a Diploma of Teaching who wish to upgrade to a Bachelor of Education should enrol in the Bachelor of Education (Conversion) course. They would undertake a package of Special Education subjects, the compulsory subject 004811 The Social Context of the Curriculum plus one of the following two subjects:

004801 Promoting Positive Learning Environments; *or*

004803 Responding to Individual Needs in Education

Graduate Diploma in Teaching English to Speakers of Other Languages (TESOL) (114AA)

The School of Languages and International Education offers courses to full fee paying overseas students. Australian students may be accepted into the courses on the same full fee paying basis. The graduate diploma course has a practical focus based on an understanding of language and language learning theory.

Students are advised to consult the Description of Subjects section of this Handbook for details of the class contact hours, syllabus and any other requirements of the subjects listed for TESOL courses. They should also check the subject availability section of this Handbook or seek further advice from the Faculties concerned.

Course Duration:

1 year full-time (2 semesters).

Course Structure:

Required subjects

005013 TESOL Methodology PG 1

005014 TESOL Methodology PG 2

001229 Linguistics PG

001223 Applied Linguistics PG

001904 Materials for Language Teaching PG

and *two electives chosen from*:

004291 Language Teaching in Action PG

004326 English Language and Culture PG

001905 Technology in Language Teaching PG

001228 Language Culture & Society PG

Enquiries to:

School of Languages and International Education 1C5 (02) 6201 2077

Degree of Master of Arts in Community Education:

- Counselling (by coursework and thesis) (331AA)
- Human Resource Development (by coursework and thesis) (331AB)

Counselling (by coursework and thesis) (331AA)

Human Resource Development (by coursework and thesis) (331AB)

These courses are designed to meet the needs of people who have postgraduate training in a variety of related social science areas including human resource development, have community experience and who desire further specialised training in the theory and practice of professional development and community education.

Therefore the courses aim 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. At the end of the program, participants will 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 stated aims of the postgraduate certificates and diplomas in human resource development and community counselling, specific objectives for the MA Community Education courses 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 courses may come from a graduate certificate or 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 or some experience of people development in the public/private sectors or 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 subjects. Refer to typical course structures below.

Course Advice:

Students seeking course advice should contact the course convener.

Course Conveners:

Counselling: Dr Sandi Plummer 5C76 (02) 6201 2484

HRD: Dr Francesco Sofo 5C25 (02) 6201 5123

e-mail: franks@education.canberra.edu.au

School of Professional and Community Education

Typical Course Structure:

For Master of Arts in Community Education (Counselling) - Part-time basis only.

Study program follows the same pattern as for the Graduate Diploma in Community Counselling (Course 339AA), followed by research undertaken in the subjects 004233 Field Study in Counselling AM and 004234 Field Study in Counselling BM.

For Master of Arts in Community Education (Human Resource Development)

Study program follows the same pattern as for the Graduate Diploma in Human Resource Development (Course No. 290AA), followed by research undertaken in the subjects 004248 Community Education Thesis M (part-time) *or* 004226 Community Education Thesis M (full-time) (24 credit points each).

Degree of Master of Arts in Teaching English to Speakers of Other Languages (TESOL) (115AA)

The School of Languages and International Education offers courses to full fee paying overseas students. Australian students may be accepted into the courses on the same full fee paying basis. The masters degree combines practical and theoretical elements and has two routes to the award: by coursework only, or with a research component.

Students are advised to consult the Description of Subjects section of this Handbook for details of the class contact hours, syllabus and any other requirements of the subjects listed. They should also check the subject availability section of this Handbook or seek further advice from the Faculties concerned.

Course Duration:

1 year full-time (two semesters) or 2 years full-time (four semesters).

Admission requirements:

Normally, completion of the Graduate Diploma in TESOL, so that a Master of Arts in TESOL then consists of a two semester course. Students who do not possess a postgraduate diploma in TESOL are required to first complete the postgraduate diploma before proceeding to the Master of Arts in TESOL. In this case the Master of Arts in TESOL requires four semesters of full-time study.

Typical Full-time Course Structure:

Year 1

Required subjects

005013 TESOL Methodology PG1

005014 TESOL Methodology PG2

001229 Linguistics PG

001223 Applied Linguistics PG

001904 Materials for Language Teaching PG

and *two electives chosen from*:

004291 Language Teaching in Action PG

004326 English Language and Culture PG

001905 Technology in Language Teaching PG

001228 Language Culture and Society PG

Year 2

Core subjects

000793 Discourse Analysis M

000784 Language Tests M

000800 Grammar and Communication M

and *either*

005015 TESOL Studies M1

005016 TESOL Studies M2 (coursework only)

or

005017 TESOL Dissertation M (year-long) (note that this option requires an additional two months' residence)

and *three electives chosen from*

000807 Language Change M

001224 Aspects of Literary Criticism PG

001951 Special Studies in Education (TESOL) M

001231 Teaching and Learning TESOL PG

Course Administrator:

Enquiries to School of Languages and International Education 1C5 (02) 6201 2077

Degree of Master of Education Courses

The degree of Master of Education is a 48 credit point course for graduates who have some professional experience in education. There are three ways of undertaking the course.

Areas of Focus:

Currently the Master of Education has four special areas of focus, namely curriculum studies, education administration, health education and special eduction. Each area generates a number of coursework subjects. In addition, the program provides opportunities for further study and/or specialisation in other areas taught within the Faculty, as for example, arts education, mathematics education, science and technology education, second and foreign language studies, language and literacy studies, early childhood education and computers and education.

Course Duration:

Minimum: 2 years full-time or its equivalent in part-time study although the granting of advanced standing may reduce the minimum duration to not less than 1 year of full-time study or its part-time equivalent.

Maximum: 3 years full-time or its part-time equivalent.

Admission Requirements:

Applicants should hold:

(a) the degree of Bachelor of Education, or a qualification deemed equivalent by the University's Admissions Committee; *or*

(b) a first degree and a Graduate Diploma in Education, or a graduate teaching qualification deemed equivalent by the University's Admissions Committee; *or*

(c) qualifications deemed to be equivalent to the above by the University's Admissions Committee and experience which indicates a strong possibility of success. However, in this case, applicants should note that the Master of Education is not a recognised teaching qualification.

Preferred applicants will have current professional experience in the area they nominate.

Conditional Admission to the Course:

In special circumstances a candidate may be admitted to conditional candidature. Candidates so admitted shall be required to undertake such subjects or studies as may be determined by Academic Board. Satisfactory completion of such studies may or may not be credited towards the degree.

Status for Previous Studies:

For the Master of Education by research (Thesis type 2 pathway): up to 12 credit points of coursework status may be awarded to a student who, prior to enrolment in the Master of Education, has completed at another institution masters level studies which are deemed equivalent in content and standard to subjects of the Master of Education program.

For the Master of Education by coursework: advanced standing of up to 24 credit points is possible for some candidates depending on prior qualifications and experience. Enquires should be made to the course convener.

Course Convener:

Associate Professor Tim Hardy 5B10 (02) 6201 2067

e-mail: timh@education.canberra.edu.au

School of Teacher Education

Degree of Master of Education (by research) : by Thesis Type 1 or Thesis Type 2 (055AA)

Course Requirements:

By Thesis Type 1 (thesis alone, 48 credit points)

Candidature by thesis alone is dependent upon the Master of Education 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 and must submit with their application a preliminary thesis proposal and evidence that a member of academic staff in the Faculty of Education has agreed to supervise their research.

Thesis alone students need to enrol either 000500 Master of Education Thesis Type 1 (part-time) or in subject 002825 Master of Education Thesis Type 1 (full-time). 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. There will be two supervisors, as required by the University's Higher Degrees Committee. The supervisors shall report on the progress of the student at the end of each semester. The thesis will be examined by two examiners external to the University.

By Thesis Type 2

During the initial on-campus period of study, the candidate is required

(a) to complete and pass two coursework subjects of 6 credit points each related to his/her interests and chosen from the specialisations available after consultation with his/her adviser
and

(b) to complete and pass the 12 credit points year long subject 004403 Master of Education Thesis Preparation M : FT.

During the second part of the student's candidature, the candidate is required to complete a significant piece of work in the form of a thesis (Thesis Type 2 for 24 credit points) which will be assessed by two examiners external to the University. Thesis Type 2 candidates enrol in either 001755 Master of Education Thesis Type 2 (part-time) or 002826 Master of Education Thesis Type 2 (full-time).

In each year of candidature the academic progress of each candidate shall be reviewed. If progress has been unsatisfactory, a candidate may be directed to discontinue his/her course.

Note: It is possible to begin the Master of Education course in this Thesis Type 2 pathway and, on the attainment of particularly good results in one or two subjects, apply to be considered for candidature by thesis alone. Candidates should be aware, however, that this could have HECS implications.

Degree of Master of Education (by coursework) (055AB)

Course Requirements:

Students are required to complete and pass firstly, six M level subjects of 6 credit points each and secondly, the 12 credit point subject Professional Study in Education (subject 004450 if taken full-time; subject 004451 if taken part-time). The professional study encourages students to undertake work directly relevant to their professional life and can be a project of an applied nature. Note that in most cases, the Master of Education by coursework will not be accepted as an appropriate prerequisite for admission to a research based PhD course.

Students select the required six M level subjects from those available in the list below and after consultation with the course convener. Normally, at least two subjects will be chosen in the student's special area of focus and with the professional study in mind. Students should note that the Education Research Project subjects provide a means for further study and/or specialisation in other areas taught within the Faculty of Education.

002599 Curriculum Design and Development M

003359 Curriculum Inquiry M

000583 Developments in Special Education M

000642 Education Planning M

002604 Educational Policy and Politics M

004368 Education Research Project M1

004369 Education Research Project M2A

004370 Education Research Project M2B

004292 Education Evaluation M

001530 Health Education M1

001531 Health Education M2

000605 Implementing Change M

000796 Issues in Special Education M

003028 Social Change and Education M

000693 Theory and Process in Education Administration M

Degree of Doctor of Education (352AA)

This professional doctorate in Education seeks to provide opportunities for advanced study and reflection on practice in the fields of adult education, higher education, community education, counselling, health education, human resource development, educational administration, special education, teacher and school education, international education (including TESOL and LOTE) and related areas. Such opportunities are to be provided for educators in these professions who will be able to draw on and extend their professional expertise.

The course intends to promote the following outcomes:

* higher levels of efficiency for those people directly involved in the leadership, management, design, operation and future development of education both in Australia and in overseas countries;

* improved and broadened professional competence among course participants through specialised course work which considers the theoretical underpinnings of practice, and particularly through research which may be related to their professional settings and educational responsibilities;

* closer links and associations between the University and the senior professionals in all educational settings, both in Australia and abroad, and thereby to optimise the contribution that this university can make to the various fields and practices of education;

* significant contribution to their professional practice in the field through the application of appropriate research methodology by course participants.

Course Duration:

Standard duration of the Doctor of Education course is normally 3 years full-time study or equivalent part-time study.

Admission Requirements:

Applicants for admission to the Doctor of Education course will have to satisfy the following admission requirements:

* hold a Master of Education or an equivalent qualification in a relevant professional field. Applicants would be expected to have achieved the equivalent of at least a credit average in their previous postgraduate program;

* five years of professional practice in a relevant professional field;

* evidence of capacity for specialised coursework and research at the doctoral level and relevant professional development;

* experience in undertaking and successfully completing research;

* evidence of superior professional performance based on specific performance criteria supported by relevant referee's reports;

* capacity to identify an area of research that is deemed by the committee to be appropriate to the thesis component of the course.

Conditional Admission:

In special circumstances the candidate may be admitted to conditional candidature. Candidates so admitted shall be required to undertake a bridging program.

Academic Requirements:

At least 72 credit points as follows:

Part A: Coursework 24 credit points. The completion of two Doctoral Studies elective subjects.

Subjects in Part A must be satisfactorily completed before entry is permitted to the thesis research component, Part B.

Part B: Thesis Research 48 credit points.

Either 004593 Edu Professional Doct Thesis Prep D : PT or 004592 Edu Professional Doct Thesis Prep D : FT (including study of a range of relevant research methodologies and development and examination of thesis proposal) 12 credit points, plus 004590 Educ Professional Doctoral Thesis D : FT or 004591 Edu Professional Doctoral Thesis D : PT 36 credit points.

Thesis work consists of two linked stages - the development of a theoretical framework and methodology; and information gathering, analysis and presentation of results.

Course Convener:

Dr Michael Gaffney 5C7 (02) 6201 2627; fax: (02) 6201 5065;

e-mail: mikeg@education.canberra.edu.au

School of Professional and Community Education

Degree of Doctor of Philosophy (208AA)

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 3 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 5 years, and 8 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 Graduate School of Education Administrative Officer, 5B44 (02) 6201 5407.

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 subject 001257 Education Doctoral Thesis D (part-time) or 001258 Education Doctoral Thesis D (full).

Course Convener:

Associate Professor Tim Hardy 5B10 (02) 6201 2067

e-mail: timh@education.canberra.edu.au

School of Teacher Education

Language Courses

- English Language Intensive Courses for Overseas Students (ELICOS)
- Graduate Diploma in Languages
- Modern Languages

English Language Intensive Courses for Overseas Students (ELICOS)

These courses are offered by the School of Languages and International Education and 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 requires them to communicate in English in an international setting.

* Customised English language programs for those with special professional requirements.

* short intensive courses specially designed to meet client specifications.

For further information on courses available, telephone the School of Languages and International Education on (02) 6201 2077.

Graduate Diploma in Languages

The Faculty has introduced this fee-paying course, designed for graduates from fields other than LOTE and for students who have completed a major in LOTE. It gives the opportunity to non-LOTE students to develop language skills in Chinese, Japanese and Spanish, adding value to and internationalising their degree. Students will acquire language skills that can be used within their professional careers furthering their employment opportunities in Australia or overseas. This course will help LOTE students to develop further their language skills with more advanced study, providing a professional capstone to their undergraduate LOTE studies.

Enquiries:

Associate Professor Michael Sawer 1C163 (02) 6201 5192 (Chinese)

Ms Tomoko Tsuda 1C151 (02) 6201 2073 (Japanese)

Mr Oscar Florez 1C165 (02) 6201 2074 (Spanish)

Modern Languages

The School of Languages and International Education offers language and cultural studies programs in Chinese, Japanese, Thai and Spanish. Other community languages may be introduced later, depending on demand. Currently, approved majors and approved minors are available in Chinese Language, Japanese Language and Spanish Language, and the first four subjects of the approved major/minor in Thai. Note that for the first subject in the language majors, no previous knowledge of the particular language is assumed.

For availability of subjects, students should refer to the subject availability listing in the Handbook.

Chinese Language Major (22 credit points)

004851 Chinese 1A: Language & Culture

004852 Chinese 1B: Language & Culture

004853 Chinese Language 3

004854 Chinese Language 3

Chinese Language Minor (11 or 14 credit points; 11 cp version only available to students with previous studies in Chinese - subject marked * may be omitted)

004851 Chinese 1A: Language & Culture*

004852 Chinese 1B: Language & Culture

004853 Chinese Language 3

Japanese Language Major (22 credit points)

004865 Japanese 1A: Language & Culture

004866 Japanese 1B: Language & Culture

004867 Japanese Language 2

004868 Japanese Language 3

Japanese Language Minor (11 or 14 credit points; 11 cp version only available to students with previous studies in Japanese - subject marked * may be omitted)

004865 Japanese 1A: Language & Culture*

004866 Japanese 1B: Language & Culture

004867 Japanese Language 2

Spanish Language Major (22 credit points)

004874 Spanish 1A: Language & Culture

004875 Spanish 1B: Language & Culture

004876 Spanish Language 2

004877 Spanish Language 3

Spanish Language Minor (11 or 14 credit points; 11 cp version only available to students with previous studies in Spanish - subject marked * may be omitted)

004874 Spanish 1A: Language & Culture*

004875 Spanish 1B: Language & Culture

004876 Spanish Language 2

Thai Language Major

005069 Thai 1A: Language & Culture

005070 Thai 1B: Language & Culture

005071 Thai 2A: Language

005072 Thai 2B: Language

005073 Thai 3A: Language

005074 Thai 3B: Language

Thai Language Minor (11 or 14 credit points: 11cp version only available to students with previous studies in Thai - subject marked * may be omitted)

005069 Thai 1A: Language & Culture*

005070 Thai 1B: Language & Culture

005071 Thai 2A: Language

005072 Thai 2B: Language

Further information: Modern Languages Office 1C167 (02) 6201 2334

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General Information

Dean

Professor Elivio Bonollo

Executive Officer

Ms Gaire Stewart

General Enquiries

7A28 (02) 6201 5071

fax: (02) 6201 5034

Web Site: http://design2.canberra.edu.au/fed

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. Students are therefore required to take subjects in other faculties or minors in the Faculty of Environmental Design.

Degrees with Honours

Degrees with honours are available in the undergraduate courses except for the course in Interior Design. 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 subjects 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 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.

Postgraduate Courses

The Faculty of Environmental Design has research centres which support masters and doctoral programs.

The Cultural Heritage Conservation Studies Research Centre, in association with the Faculty of Applied Science, draws together researchers interested in the interpretation, conservation and management of heritage places and cultural objects. It researches four main areas: the development of historic, aesthetic and social values in conservation: methods and techniques used in professional conservation of places and objects: curriculum development through courses and workshops and consultancies. The Centre also works to strengthen links with government, professional and community associations.

The Research Group for Environmental Philosophy, Planning and Design provides a forum for research and discussion on issues relating to the sustainability of the built environment. Present research is focused on the built environment and social transformation, cities as complex systems, post-occupancy evaluation and research into construction materials, methods, processes and products to more effectively utilise material and energy resources. The centre provides consultancy services to government and non-government agencies related to design and planning the built environment.

The Centre for Developing Cities is located in the Faculty of Environmental Design and provides postgraduate and continuing professional education programs. These programs prepare middle managers in developing countries and in Australia, to deal with unprecedented growth of urban population.

The education programs cover urban planning, urban design, sustainable development, urban politics and governance, financial management and financing urban services and infrastructure, investment evaluation, management of urban systems including privatisation, and strategic planning. Expertise in these and related fields can be obtained through the Centre.

Further information; telephone (02) 6201 2315, facsimile: (02) 6201 2342, or e-mail: aja@design.canberra.edu.au, or web site at http://cities.canberra.edu.au or through the University's web site at: http://www.canberra.edu.au/new/contents.html

The Faculty's postgraduate courses can be taken in areas of study related to the research centres. Applicants must submit a preliminary research proposal with their application. The proposal should include:

* 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 research at the University of Canberra.

Courses in Facilities Management

The Faculty is planning the introduction of a series of articulated courses in facilities management. They will consist of a 12 credit point graduate certificate available over two semesters part-time; a 24 credit point graduate diploma completed over two semesters full-time or three semesters part-time, and a masters degree of 48 credit points available over four semesters full-time or six semesters part-time.

The courses aim to develop the professional knowledge and skills of property managers in the area of facilities management. They will provide an understanding of the ways in which facilities contribute to the effectiveness of organisations, and up-to-date knowledge of how to manage and maintain physical assets. The course will cover a range of concepts, approaches and tools that will enable managers to provide a quality working environment, at least cost, that contributes to an organisation's strategic goals.

The normal admission requirement will be a university degree in a relevant field, or other qualification, or combination of qualifications and appropriate work experience, deemed to be the equivalent of a degree by the University's Admissions Committee.

Further information: telephone (02) 6201 2095.

Degree of Bachelor of Applied Science in Environmental Design/Degree of Bachelor of Architecture (389AA)

This degree has two exit points, 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. The aim of the architecture course is to produce graduates who will enter the profession of architecture and who will continue to make a contribution to it during their professional life. The course will lead to a professionally recognised award in accordance with the requirements of the Architectural Registration Board Act, as administered by the Board and the Royal Australian Institute of Architects, and set down in the approved course accreditation procedures.

To meet these aims the architecture course provides an educational framework in which the student develops

an awareness of

* the social, cultural, spatial and professional frameworks in which architecture operates;

* the ethical responsibilities of architects working within the community and the environment;

* creative and analytical methodologies;

* problem and case study based learning and the relevance of differing techniques;

* tools for the analysis of architecture.

an approach to

* architecture which is critical and reflective;

* architecture in which creative and analytical design methodologies are explored, developed and used;

* learning and working which is co-operatively based through team work and interdisciplinary commitment;

* learning which is problem and case study based.

the ability to perform

* creatively in a self-directed, adaptive and flexible learning environment

* analytical and evaluative tasks

* architectural tasks with knowledge of their legal and technical limitations, specific requirements pertaining to materials, structures, construction, services and environmental controls;

* a range of communication skills including oral, written, visual and graphic.

a commitment to

* making a positive contribution to society through architecture and its environmental, urban, heritage and conservation outcomes.

in addition

* honours graduates will have been prepared to undertake postgraduate research.

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 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:

3 years full-time for Bachelor of Applied Science in Environmental Design

plus 2 years full-time for Bachelor of Architecture.

Assumed Knowledge:

ACT: Advanced Mathematics and English (T) major; NSW: 2u or 3u Mathematics, and 2u English.

Course Requirements:

72 credit points for Bachelor of Applied Science in Environmental Design

48 credit points for Bachelor of Architecture

Minors:

Students will take two interdisciplinary approved minor sequences (11 credit points each) outside their core area of study. The minors will be in Design Culture, and Design Environment.

Course Advice:

Students who need advice about their studies should consult the year coordinator.

Professional Recognition:

The Royal Australian Institute of Architects recognises the Bachelor of Architecture as providing a suitable basis for entering the profession.

Course Convener:

Mr Nino Bellantonio 7B29 (02) 6201 2677

Architecture and Building

Typical Full-time Course Structure:

Bachelor of Applied Science in Environmental Design (Architecture Tier 1)

Semester 1	Semester 2
YEAR 1	
004610 Design Communication Skills (year-long)	004610 Design Communication Skills (cont'd)
004612 Design Environment A	004611 Design Culture A
004616 Technology 1 (year-long)	004616 Technology 1 (cont'd)
004617 Urban Systems A	004608 Architecture 1
YEAR 2	
004944 Architecture 2	004990 User-centred Design
004954 Construction Technology 2 (year-long)	004954 Construction Technology 2 (cont'd)
4959 Design Environment B	004957 Design Culture B-1 *and/or* 005164 Design Culture B-2
YEAR 3	
004945 Architecture 3	004948 Community Design 3
004955 Construction Technology 3 (year-long)	004955 Construction Technology 3 (cont'd)
004948 Design Culture C	004960 Design Environment C

Typical Full-time Course Structure

Bachelor of Architecture

Note: Students must first complete the 3-year degree course of Bachelor of Applied Science in Environmental Design or its equivalent.

Semester 1	Semester 2
YEAR 4	
005177 Architecture Studio 4	005176 Architecture Studio 5
004988 Urban Systems B OR 4970 Honours, Faculty of Environmental Design * OR 004987 Special Study in Environmental Design	004989 Urban Systems C
YEAR 5	
005175 Architecture Studio 6	005178 Architecture Studio 7
004985 Practice Management A	004986 Practice Management B

* Honours students must undertake the subject Honours, Faculty of Environmental Design.

Degree of Bachelor of Applied Science in Environmental Design (specialising in Interior Design) (430AA)

This course is an articulated program of study offered jointly by the School of Applied Art and Design, Canberra Institute of Technology (CIT) and the Faculty of Environmental Design, University of Canberra. The duration of the course will be three years full-time, consisting of a two year, six semester, Advanced Diploma in Interior Design (CIT) plus a one year, 24 credit point program of study at the University of Canberra.

The course aims to provide students with an innovative professional/vocational degree level qualification in interior design, and to produce graduates with an international focus able to operate as successful design professionals and practitioners in the Asia/Pacific region and the international arena.

It is expected that the Interior Design graduate will have

an awareness of:

* ethical responsibilities of the profession to society and the environment

* human centred design and understand its impact on successful design

* the methods and operations of associated design disciplines and how interior design can interact with them

* the position and role the profession has in the greater community

* the history and theory of design and its relevance to current design practice

an approach to:

* exploring and resolving problems beyond an existing knowledge base

* learning that will encourage maintenance and further exploration to improve the knowledge and creativity

* the implementation of philosophies of the profession and other disciplines

* information technology that allows for the best application within the profession of interior design

the ability to perform:

* at a sufficient level of specific expertise along with generic skills to allow them to enter and confidently contribute to the profession

* well within a team

* at professional level by the competent and proficient use of relevant skills

* a range of communication skills including; visual, graphic, oral and written.

a commitment to:

* understanding the social and environmental repercussions of design decisions relevant to the profession.

Course Duration:

1 year full-time following the satisfactory completion of an Advanced Diploma in Interior Design from the Canberra Institute of Technology, or a qualification deemed equivalent by the University's Admissions Committee.

Course Requirements:

Students must complete at least 24 credit points comprising the following:

* a 16 credit point Environmental Design core

* a 8 credit point Interior Design core

Course Convener:

Mr Nino Bellantonio 7B29 (02) 6201 2677

Architecture and Building

Typical Full-time Course Structure

Bachelor of Applied Science in Environmental Design : Interior Design

Semester 1	Semester 2
YEAR 3	
005033 Interior Design 1	005164 Design Culture B-2
005034 Interior Design 2	004990 User Centered Design
004987 Special Study in Environmental Design *or*	
004961 Furniture Design	004985 Practice Management A

Degree of Bachelor of Construction Management and Economics (388AA)

The aim of the Construction Management and Economics course is to provide graduates who are ready to enter the construction industry at a professional level and who will continue to make a contribution to it during their professional life. Graduates will also be qualified to be members of The Australian Institute of Building and the Australian Institute of Valuers and Land Economists once they have completed the requisite period of professional experience.

To meet these requirements, the Construction Management and Economics course provides an educational framework in which the graduating student has developed:

an awareness of

* the social, technical, economic and professional frameworks in which construction management and economics industry operates;

* the ethical responsibilities of the profession to the community and the environment;

* forces which engender change in urban investment;

* scope for action within the construction and investment professions;

* the economic role of the construction industry:

an approach to

* construction management and economics which is critical and responsible;

* the acquisition of knowledge and techniques that will form the basis of the graduate's future contribution to the profession of construction management and economics;

* learning and working which is co-operatively based through team work and

interdisciplinary study:

the ability to perform

* in a self-directed, adaptive and flexible learning environment;

* analytical, evaluative, strategic planning and managerial tasks;

* professional tasks with knowledge of their legal and technical limitation;

* specific operations pertaining to building and investment and technology;

* the range of generic skills described in 'Generic Skills and Attributes of Graduates from the University of Canberra'.

a commitment to

* making a positive contribution to society and to the urban environment through the professions of construction management and economics.

In addition

* graduates with degrees with honours will have been prepared to begin to undertake postgraduate research.

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.

Assumed Knowledge:

ACT: Advanced Mathematics and English (T) major; NSW: 2u Mathematics and 2u English.

Minors:

Students will take interdisciplinary minor sequences outside their core area of study. The minors will generally be in Urban Systems, Financial Management or Human Resource Management.

Honours:

The degree may be awarded with honours to meritorious students who complete the prescribed subject 004970 Honours, Faculty of Environmental Design.

Course Advice:

Students who need advice about their studies should consult the year coordinator.

Professional Recognition:

The Australian Institute of Building recognises the course as providing a suitable basis for entering the profession.

Course Convener:

Mr Chris Harriss 7B21 (02) 6201 2095

Architecture and Building

Typical Full-time Course Structure:

Bachelor of Construction Management and Economics

Semester 1	Semester 2
YEAR 1	
000034 Macroeconomics	000020 Microeconomics 1
004616 Technology 1 (year-long)	004616 Technology 1 (cont'd)
004617 Urban Systems A	004609 Construction Management 1
004478 Introduction to Information Technology	003605 Mathematical Methods 1A *or* 004207 Introduction to Management
YEAR 2	
004824 Accounting & Finance 1A	004951 Construction Management 2
004954 Construction Technology 2 (year-long)	004954 Construction Technology 2 (cont'd)
004988 Urban Systems B	004949 Construction Economics 1
YEAR 3	
004952 Construction Management 3	004989 Urban Systems C
004955 Construction Technology 3 (year-long)	004955 Construction Technology 3 (year-long)
000102 Managerial Economics *or* 003432 Human Resource Management	000052 Environmental & Resource Economics *or* 003488 Human Resource Management 2
YEAR 4	
004950 Construction Economics 2	004986 Practice Management B
004956 Construction Technology 4 (year-long)	004956 Construction Technology 4 (cont'd)
004970 Honours, Faculty of Environmental Design * *or* 004987 Special Study in Environmental Design *or* Elective	004953 Construction Management 4

* Honours students must undertake the subject Honours, Faculty of Environmental Design.

Degree of Bachelor of Graphic Design (302AA)

The aim of the Graphic Design course is to have prepared its graduates to successfully enter the profession of graphic design and through it to fulfil personal, professional and community objectives.

The course aims to produce graduates for all sectors of the profession in Australia and internationally.

To meet these aims the course provides an educational framework within which the graduating student has developed:

an awareness of

* the social, cultural, technical, economic and professional frameworks within which the profession operates;

* the ethical responsibilities of the profession to the community and the environment;

* the nature and scope of visual communication and the graphic design profession, its future and potential areas of operation;

* the economic, social and cultural roles of graphic design.

an approach to

* graphic design which is critical and responsible;

* the acquisition of knowledge and techniques that will form the basis of the graduate's future contribution to the profession of graphic design;

* earning and working which is co-operatively based through team work and interdisciplinary study;

the ability to perform

* in a self-directed, adaptive and flexible learning environment;

* graphic design tasks of giving visual form to messages events ideas and values in a creative and responsible way;

* graphic design tasks and make decisions and recommendations for their implementation having developed the necessary intellectual and conceptual abilities;

* graphic design projects using appropriate visual communication skills to convey design concepts;

* analytical, evaluative and managerial tasks associated with the production of graphic design;

* specific technical operations associated with the production of graphic design

* the range of generic skills described in 'Generic Skills and Attributes of Graduates form the University of Canberra'

a commitment to

* making a positive contribution to society through the profession of graphic design.

In addition

* graduates with degrees with honours will have been prepared to begin to undertake postgraduate research.

Honours:

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.

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 comprising

(a) 74 credit points from a Specific Core in Graphic Design

(b) two 11 credit point Approved Minors:

Minor in Design Culture

Minor in Multimedia Management, or,

subject to the agreement of the course convener, any other approved minor.

Honours:

The degree may be awarded with Honours to meritorious students who complete the prescribed subject 004970 Honours, Faculty of Environmental Design.

Course Advice:

Students who need advice about their studies should consult the year coordinator.

Professional Recognition:

The Australian Graphic Design Association recognises the course as providing a suitable basis for entering the profession.

Course Convener:

Mr David Whitbread 7C38 (02) 6201 2570

Graphic Design

Typical Full-time Course Structure:

Bachelor of Graphic Design

Semester 1	Semester 2
YEAR 1	
004610 Design Communication Skills (year-long)	004610 Design Communication Skills (cont'd)
004254 Introduction to Media	004277 Media Representation and Analysis
004880 Introduction to Public Relations and Marketing Communication (year-long)	004880 Introduction to Public Relations and Marketing Communication (cont'd)
004613 Graphic Design 1	004611 Design Culture A
YEAR 2	
004962 Graphic Design 2.1	004963 Graphic Design 2.2
004966 Graphic Design Techniques 2.1	004967 Graphic Design Techniques 2.2
004958 Design Culture C *or* 002483 Advertising Strategy	004881 Media Production *or* 005164 Design Culture B-2
YEAR 3	
004964 Graphic Design 3 (year-long)	004964 Graphic Design 3 (cont'd)
004968 Graphic Design Techniques 3.1	004969 Graphic Design Techniques 3.2
004873 Multimedia Management *or* 004958 Design Culture C	005164 Design Culture B-2 *or* 002484 Advertising Operations
YEAR 4	
005062 Graphic Design 4.1	005061 Graphic Design 4.2
004985 Practice Management A	
004970 Honours, Faculty of Environmental Design * *or* 004987 Special Study in Environmental Design	

* Honours students must undertake the subject Honours, Faculty of Environmental Design.

Degree of Bachelor of Industrial Design (390AA)

The academic program will meet the professional expectations and criteria of the Design Institute of Australia.

To meet these aims the industrial design course provides an educational framework within which the graduating student has developed:

an awareness of

* ethical responsibilities of the profession to society and the environment;

* human centred design and understand its impact on successful design;

* the methods and operations of associated design disciplines and how industrial design can interact with them;

* the position and role the profession has in the greater community;

* the history and theory of design and its relevance to current design practice.

an approach to

* exploring and resolving problems beyond an existing knowledge base;

* learning that will encourage maintenance and further exploration to improve the knowledge and creativity;

* the implementation of philosophies of the profession and other disciplines;

* information technology that allows for the best application within the profession of industrial design;

the ability to perform

* at a sufficient level of specific expertise along with generic skills to allow them to enter and confidently contribute to the profession;

* well within a team;

* at professional level by the competent and proficient use of relevant skills;

* a range of communication skills including; visual, graphic, oral and written;

a commitment to

* understanding the social and environmental repercussions of design and manufacturing decisions relevant to the profession.

In addition

* graduates with degrees with honours will have been prepared to begin to undertake postgraduate research.

Honours:

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.

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 comprising

(a) 63 credit points from a Specific Core in Industrial Design

(b) three 11 credit point Approved Minors:

Minor in Design Culture

Minor in Design Environment

Either Minor in Management B: Contemporary Management Approaches

or Minor in Graphic Communication

Honours:

The degree may be awarded with honours to meritorious students who complete the prescribed subject 004970 Honours, Faculty of Environmental Design.

Professional Recognition:

The Design Institute of Australian recognises the course as providing a suitable basis for entering the profession.

Course Advice:

Students who need advice about their studies should consult the year coordinator.

Course Convener:

Mr Stephen Trathen 7C40 (02) 6201 2023

Industrial Design

Typical Full-time Course Structure:

Bachelor of Industrial Design

Semester 1	Semester 2
YEAR 1	
004610 Design Communication Skills (year-long)	004610 Design Communication Skills (cont'd)
004616 Technology 1 (year-long)	004616 Technology 1 (cont'd)
005063 Industrial Design 1	004611 Design Culture A
004612 Design Environment A	004207 Introduction to Management *or* 004613 Graphic Design 1
YEAR 2	
004971 Industrial Design 2.1	004972 Industrial Design 2.2
004820 Performance Management & Analysis *or* 004966 Graphic Design Techniques 2.1	004990 User-Centred Design
004959 Design Environment B	005164 Design Culture B-2
YEAR 3	
004973 Industrial Design Studies 3.1	004974 Industrial Design 3.2
004958 Design Culture C	004961 Furniture Design
	004960 Design Environment C
YEAR 4	
004975 Industrial Design 4.1	004976 Industrial Design 4.2
004985 Practice Management A	004823 Strategic Management *or* 004967 Graphic Design Techniques 2.2
004970 Honours, Faculty of Environmental Design * *or* 004987 Special Study in Environmental Design *or* Approved Elective	

* Honours students must undertake the subject Honours, Faculty of Environmental Design.

Degree of Bachelor of Landscape Architecture (391AA)

The aim of the landscape architecture course is to produce graduates who will enter the profession of landscape architecture and who will continue to make a contribution to it during their professional life. The course will lead to a professionally recognised award in accordance with the requirements of the Australian Institute of Landscape Architects as set down in their approved Course Accreditation Procedures. Graduates will be qualified to become members of the Australian Institute of Landscape Architects once they have completed the requisite period of professional experience.

To meet these aims the landscape architecture course provides an educational framework in which the graduating student has developed:

an awareness of

* the social, cultural, technical, environmental and economic frameworks in which the landscape architecture profession operates;

* the ethical responsibilities of the profession to the community and the environment;

* creative and analytical methodologies;

* case study based learning and the relevance of differing techniques;

* tools for the analysis of landscape architecture.

an approach to

* landscape architecture which is both critical and reflective;

* landscape architecture in which creative and analytical design methodologies are explored, developed and used;

* learning and working which is co-operatively based through team work and interdisciplinary study;

* learning which is problem and case study based;

the ability to perform

* creatively in a self-directed, adaptive and flexible learning environment

* analytical and evaluative tasks;

* professional tasks with knowledge of their legal and technical limitations;

* the range of generic skills described in 'Generic Skills and Attributes of Graduates from the University of Canberra';

a commitment to

* making a positive contribution to society, and to the urban and natural environment through the profession of landscape architecture.

In addition

* graduates with degrees with honours will have been prepared to begin to undertake postgraduate research.

Honours:

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.

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.

Minors:

Students will take interdisciplinary minor sequences outside their core area of study. The minors will generally be in Design Culture and Urban Systems.

Professional Recognition:

The Australian Institute of Landscape Architects recognises the course as providing a suitable basis for entering the profession.

Course Advice:

Students who need advice about their studies should consult the year coordinator.

Course Convener:

Mrs Dianne Firth 7D29 (02) 6201 2562

Landscape Architecture

Typical Full-time Course Structure:

Bachelor of Landscape Architecture

Semester 1	Semester 2
YEAR 1	
004610 Design Communication Skills (year-long)	004610 Design Communication Skills (cont'd)
004616 Technology 1 (year-long)	004616 Technology 1 (cont'd)
004615 Landscape 1	004611 Design Culture A
004617 Urban Systems A	000623 Plants and Animals
YEAR 2	
004978 Landscape Design 2 (year-long)	004978 Landscape Design 2 (cont'd)
004983 Landscape Technology 2 (year-long)	004983 Landscape Technology 2 (cont'd)
004899 Ecology and Biodiversity 1	005164 Design Culture B
YEAR 3	
004979 Landscape Design 3.1	004982 Landscape Planning 3.2
004988 Urban Systems B	004984 Landscape Technology 3
004958 Design Culture C	004948 Community Design 3
YEAR 4	
004980 Landscape Design 4.1	004981 Landscape Design 4.2
004985 Practice Management A	004989 Urban Systems C
004970 Honours, Faculty of Environmental Design * *or* 004987 Special Study in Environmental Design	

* Honours students must undertake the subject Honours, Faculty of Environmental Design.

Graduate Diploma in Urban Management (426AA)

The Graduate Diploma in Urban Management provides the opportunity for mature participants with experience as professionals or managers in urban development or redevelopment, including city governance, to develop a wider, management perspective on urbanisation in developing countries as well as in Australia. The course is cross-sectoral, and is designed to attract participants from a wide variety or relevant professional, technical and managerial backgrounds.

The Graduate Diploma course will provide students with an understanding of the global context of modern urban development and of the influence on urban planning, development and management of:

* national and international macroeconomic policy;

* microeconomic policies and the role of markets;

* best practice in urban development planning and its relationship to market behaviour;

* policies of sustainability in urban development; and

* politics and changing systems of urban governance.

The objective will be to provide a high standard of understanding of the context in which modern urban development and renewal is occurring, internationally, and in both the developed and less developed world. The importance of international factors common to the environment in which all countries operate and the impact of those on government policies and on managing urban development in a national context, will be emphasised.

Successful completion of the Graduate Diploma course with an appropriate grade point average will enable participants to proceed to the masters degree which has an explicit orientation towards modern management practice in urban development.

Course Duration:

A minimum of 26 weeks of full-time study or cumulatively over two years maximum.

Admission Requirements:

A bachelor degree or other qualification deemed equivalent by the University Admission Committee, plus a minimum of two years of appropriate professional experience.

Course Requirements:

Completion of at least 24 credit points from the following core (required) and elective subjects, each worth 4 credit points:

Core subjects

005037 Urban Development Planning G

005038 Urban Politics and Governance G

005039 Urban Research Methods G

005040 Urbanisation and Microeconomics G

plus two Electives chosen from

005036 Globalisation, Urbanisation and Economic Growth G

005035 Designing Sustainable Development G

or any other approved subjects.

Course Advice:

Contact the course convener in the first instance, or the Faculty of Environmental Design Executive Officer, telephone (02) 6201 2574.

Course Convener:

Professor Lyndsay Neilson 7C23 telephone (02) 6201 2633

Centre for Developing Cities

Degrees of Master (by thesis)

- Architecture (192AA)
- Construction Management and Economics (277AA)
- Environmental Design (158AA)
- Industrial Design (196AA)
- Landscape Architecture (195AA)
- Urban and Regional Planning (110AA)

These masters degree courses consist of a thesis comprising 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.

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 subjects unless they can demonstrate that their work experience has served the same purpose.

Course Requirements:

Students are required to complete a thesis valued at 48 credit points.

Enrolment:

Students enrol in either 001812 Environmental Design Masters Thesis (for part-time candidates) or 002861 Environmental Design Masters Thesis (Full).

Degree of Master of Urban Management (by coursework) (427AA)

The purpose of the Masters degree by coursework is to extend the perceptions, skills and knowledge of people employed in or seeking employment in the management of urban development; to enhance their capacity to undertake strategic planning, financial and economic management; and to equip them to manage changing public-private sector relationships in urban development in an era of globalisation of financial markets and structural change in the roles of governments and the private sector in most societies.

Participants will gain a sound understanding of the principles and practice of good financial management in government. They will develop skills in the application of financial analysis and investment evaluation tools, and in their use as aids to management decision-making. They will also gain a sound knowledge of best practice in contractual relationships with government and the private sector.

A research report will provide students with an opportunity to synthesise their learning and explore an issue relevant to their interests and experience.

Students will develop skills in a range of strategic planning procedures. They will also gain in-situ experience of urban management systems in large, rapidly developing cities in order to test and evaluate the knowledge and skills gained. Further, the program aims to enable graduates to develop networks of contracts and experienced advisers internationally to assist them and their organisations in their responsibilities.

Graduates from the program will be equipped to progress their careers with a view to becoming key players and leaders in the future management of rapidly developing cities, or in cities in the Australia/Pacific region. They will also be prospective candidates for entry to the Faculty's Professional Doctorate program.

Course Duration:

1 year (12 months) full-time, equivalent to four semesters of 13 teaching weeks. Maximum length permitted is 36 months.

Admission Requirements:

A bachelor degree or other qualifications deemed equivalent by the University's Admissions Committee, plus a minimum of two years appropriate professional experience. The graduate diploma program is completed before undertaking subjects in the masters course.

Course Requirements:

At least 48 credit points from the following 4 credit point subjects:

005039 Urban Research Method G*

005036 Globalisation, Urbanisation and Economic Growth G

005040 Urbanisation and Microeconomics G*

005037 Urban Development Planning G*

005035 Designing Sustainable Development G

005038 Urban Politics and Governance G*

005045 Research Essay M

005042 Financing Urban Development M*

005041 Financial Management and Investment Evaluation M*

005043 Managing Urban Systems M*

005046 Strategic Planning in Urban Management M*

005044 Planning and Development in Developing Cities M*

or other approved subjects.

Note that subjects identified with an asterisk (*) are required core subjects.

Course Structure:

The program will be delivered as a series of intensive subjects each of 3 - 4 weeks duration. Regular lectures followed by tutorials and study sessions will provide for the equivalent of a semester's student contact in a normal teaching program to be covered during that 3 - 4 week period.

Only one subject will normally be taken at any time, as subjects will be presented sequentially over a twelve month cycle. Depending on the numbers of students, that cycle may be commenced more than once in a year so that more than one "stream" of students may be taking the course in a given calendar years (eg: one stream commencing January, another in June).

Studio exercises and group projects will be used where appropriate to simulate real-life working situations where group consideration of issues in the lead-up to management decision-making is usual.

Course Advice:

Contact the course convener in the first instance, or the Faculty of Environmental Design Executive Officer, telephone (02) 6201 2574.

Course Convener:

Professor Lyndsay Neilson, 7C23 telephone (02) 6201 2633

Centre for Developing Cities

Degree of Doctor of Environmental Design (320AA)

This professional doctorate degree in Environmental Design provides the opportunity for advanced study and reflection on practice for professionals of standing in the fields associated with the Faculty of Environmental Design's undergraduate and postgraduate courses. The degree will draw on a candidate's professional experience and expertise and extend them and it will provide the opportunity to bring together in a scholarly submission professional work done over a period of time and to develop it in new directions.

The objectives of the course are

(a) to develop closer links and mutually beneficial associations between the University and senior professionals in fields associated with the Faculty's courses;

(b) to contribute to the development of professional practice in these fields.

Course Duration:

A minimum of 3 years full-time (subject to the granting of status) or its equivalent part-time. The maximum period of study will be 4 years full-time and 8 years part-time subject to satisfactory progress.

Admission Requirements:

A degree of bachelor with honours (or another qualification deemed by the University Admissions Committee to be equivalent) in a relevant course, and at least five years of professional practice in a relevant field. As well, a candidate must able to provide evidence of the capacity to undertake specialised study at a doctoral level, and of superior professional performance (creatively and/or intellectually and/or technically) in the chosen field. Candidates wishing to undertake this course should make initial application to the Faculty's Research and Higher Degrees Committee for agreement as to the suitability of the project to be carried out.

Course Requirements:

The course consists of a continuation of coursework subjects (12 credit points) and two professional doctorate project subject (60 credit points) to total at least 72 credit points.

The major project is further developed and should demonstrate that the candidate has extensive design, technical or professional knowledge in the chosen field and has made an original contribution to that field.

Enrolment:

Unless they have been granted status, candidates should enrol first in the coursework subjects then in the Preliminary Project subject and then in the Professional Project subject.

Course Convener:

Professor Ken Taylor 7B27 (02) 6201 5148

Chair of the Faculty Research and Higher Degrees Committee

Landscape Architecture

Course Structure : Doctor of Environmental Design

Semester 1	Semester 2
YEAR 1	
004508 Theoretical or Technical Study in Environmental Design	004500 Environmental Design Doctoral Project A M
004303 Research Methods in Environmental Design	
Approved Elective	
YEAR 2	
004501 Environmental Design Doctoral Project B D (year-long)	004501 Environmental Design Doctoral Project B D (cont'd)
YEAR 3	
004501 Environmental Design Doctoral Project B D (cont'd)	004501 Environmental Design Doctoral Project B D (cont'd)

Degree of Doctor of Philosophy (251AA)

The Faculty offers a PhD program in areas of study related to its research centres: cultural heritage conservation studies and environmental philosophy, planning and design.

Course Duration:

3 years full-time or equivalent part time; maximum period of enrolment 5 years or equivalent part-time.

Admission Requirements:

Candidates must hold an honours degree at first class or 2A level, or a qualification deemed by the University's Admissions Committee to be equivalent. The qualification should be in a relevant discipline.

Course Structure:

A candidate will be required to undertake original research resulting in a thesis which makes a significant contribution to understanding, and/or to knowledge and/or its application in an agreed specialised area within the field of studies in environmental design. The work should entail systematic and searching reviews of the relevant literature in order to locate the study in relation to existing work in the field, the development of a clear statement as to the aims and objectives of the study, systematic investigation of the topic and the development of a well articulated theoretical position for undertaking its analysis. All this work should be incorporated into a well-written and well-argued thesis which describes the work done and articulates the findings of the study.

Enrolment:

Students enrol in either 004436 Doctoral Thesis in Environmental Design D (full-time); or 004435 Doctoral Thesis in Environmental Design D (part-time).

Enquiries to: Professor Elivio Bonollo, telephone (02) 6201 5071 or Professor Ken Taylor, telephone (02) 6201 5148.

Faculty of Environmental Design

Visit the Faculty of Environmental Design website

- General Information
- Degree of Bachelor of Applied Science in Environmental Design/Degree of Bachelor of Architecture (389AA)
- Degree of Bachelor of Applied Science in Environmental Design (specialising in Interior Design) (430AA)
- Degree of Bachelor of Construction Management and Economics (388AA)
- Degree of Bachelor of Graphic Design (302AA)
- Degree of Bachelor of Industrial Design (390AA)
- Degree of Bachelor of Landscape Architecture (391AA)
- Graduate Diploma in Urban Management (426AA)
- Degrees of Master (by thesis)
  Architecture (192AA)
  Construction Management and Economics (277AA
  Environmental Design (158AA)
  Industrial Design (196AA)
  Landscape Architecture (195AA)
  Urban and Regional Planning (110AA)
- Degree of Master of Urban Management (by coursework) (427AA)
- Degree of Doctor of Environmental Design (320AA)
- Degree of Doctor of Philosophy (251AA)

General Information

Dean

Associate Professor Graham Pollard

Deputy Dean

Associate Professor John Rayner

Head of School of Computing

Professor Michael Wagner

Head of School of Electronics, Engineering and Applied Physics

Associate Professor John Rayner

Head of School of Mathematics and Statistics

Professor Robert Bartnik

Executive Officer

Mr Andrew Linacre

General Enquiries

11B27 (02) 6201 2412

The Faculty of Information Sciences and Engineering offers the courses listed on the previous page.

Double Degree Programs in Engineering and 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 science degree (in physical sciences including computer science) in combination with a four-year engineering degree. Because of the large amount of overlap, students may complete these two degrees (BSc/BE) 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 Engineering and Law, and Information Technology and Law

Double degree programs are offered by the Faculty jointly with the Faculty of Management and Law. These programs are for students of high ability who aim to make careers in the legal aspects of computing or engineering practice, gaining full professional status in both the legal and the technical fields.

Double Degree Programs with Science and Law

Double degree programs are offered by the Faculty with the Faculty of Management and Law. These programs are for students of high ability who wish to combine a career in law with an interest in science. In a total of five years of study, a law qualification may be obtained in addition to the Bachelor of Science degree completed in the first three years of study.

Student Resource Centre

The Faculty operates a study and resource centre to give additional academic assistance to first year students, from any faculty in the University, who are studying computing, mathematics, statistics or physics subjects taught by this Faculty. In relation to mathematics, the centre 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 of the centre is from February until November. For information about session times, students should enquire at the Reception Desk on Level B of Building 11.

Location: 11A33

Mathematics Preparation Program

This program is for students with insufficient mathematical background for the science, computing or engineering course they wish to study. After diagnostic testing, students are given self-paced, tutor-supported modules of mathematics to study. The program runs over the summer period. Enquiries: telephone (02) 6201 2619.

Project Subjects

Some of the subjects 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 subjects place a strong emphasis on practical work. This work is intended to be processed on the University's computer systems, and students are usually required to use the laboratories associated with these facilities. Supervised practical work is undertaken during laboratory sessions, while practical projects and assignments are featured throughout the programs of study.

Degree of Bachelor of Commerce in Management Sciences (393AA)

This course is offered by the School of Mathematics and Statistics, in cooperation with the Faculty of Management and Law.

The course provides students with a broad education in the quantitatively based disciplines related to business decision making. From a problem solving perspective, students are introduced to ideas, techniques and practices associated with the fields of:

* accounting

* economics and marketing

* computer information systems

* quantitative methods (mathematics and statistics).

The course prepares students for management related careers across a variety of industries, for example in entertainment, tourism, manufacturing and retailing, as well as public service providers and government. Graduates are immediately useful in tasks related to the objective analysis of information. Graduates are able to provide quantitative support for decision making activities.

Graduates are suited to employment in many government and private sector businesses. Some graduates may further advance their professional careers by later completing a specialist course such as a Graduate Diploma in Computing, or a Master of Business Administration.

Course Duration:

3 years full-time or equivalent part-time, maximum 20 semesters.

Assumed Knowledge:

ACT: Advanced Mathematics and English (T) major; NSW: 2u Mathematics and 2u English.

Course Requirements:

At least 71 credit points comprising

(a) 44 credit points from two Approved Majors (22cp each)

(b) 14 credit points from one Approved Minor, not being taken as part of an Approved Major in (a)

(c) other approved subjects to satisfy the total course requirements of 71 credit points.

(1) Y*ear 1 level requirements*: 27 credit points as follows (each subject 3 credit points):

004824 Accounting & Finance 1A

004825 Accounting & Finance 1 B

003539 Business Statistics 1

004939 Foundations of Systems Analysis & Design

004941 Introduction to Information Systems

004207 Introduction to Management

000034 Macroeconomics 1

000577 Mathematical Methods

000020 Microeconomics 1

(2) *Approved Major sequences*: Two to be chosen from the following list, each totalling 16 credit points above Year 1 level (initial 6 credit points have been included in (1) above):

either Management Accounting *or* Financial Management

either Economics: Commerce Type *or* Marketing

Computer Information Systems

Quantitative Methods

(3) *Approved Minor sequence*: One to be chosen from the following list in a subject area not chosen as an approved major sequence, totalling 8 credit points above Year 1 level (initial 6 credit points have been included in (1) above):

either Management Accounting *or* Finance

either Macroeconomics *or* Marketing (14cp)

Computer Information Systems

Quantitative Methods

(4) The 4 credit point subject 000374 Business Management.

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 Ian Lisle 11C51 (02) 6201 2389

School of Mathematics and Statistics

Typical Full-time Course Structure:

Bachelor of Commerce in Management Sciences

Semester 1	Semester 2
YEAR 1	
000034 Macroeconomics 1	000020 Microeconomics 1
000577 Mathematical Methods	003539 Business Statistics 1
004824 Accounting & Finance 1A	004825 Accounting & Finance 1B
004941 Introduction to Information Systems	004939 Foundations of Systems Analysis and Design
YEAR 2	
000498 Marketing	001989 Marketing Management
004847 Quantitative Decision Making 1	004843 Mathematical Models
004937 Computer Support for Collaborative Work	004943 Project Management
YEAR 3	
002429 International Marketing	003965 Marketing Research Methods
004125 Business Statistics 2	004848 Quantitative Decision Making 2
004207 Introduction to Management	000374 Business Management

The pattern above applies to the choice of approved major in Quantitative Methods, approved major in Marketing: Commerce Type and approved minor in Computer Information Systems.

Degree of Bachelor of Engineering in Computer Engineering (160AA)

This course may be studied with either a software or a hardware emphasis. The software stream is concerned with the specification, design, implementation and verification of complete software systems within a software engineering context. The hardware stream focuses on the design and application of computer hardware, and involves the study of computer architecture, data communications and real time systems. Student learning is based on the computer engineering aspects of mathematics, physics and electronics, computer programming and hardware, and management fundamentals.

In the third and fourth years of the course, studies emphasise the application of software and hardware engineering principles to the solution of significant engineering problems. Workshop and laboratory facilities are used by students for the extensive project work that is a feature of the course. PC and work station based computing laboratories provide tools for programming and hardware design work. Other laboratories are provided for experiments in electronics engineering and physics.

Projects:

Student hardware projects typically involve the design of products which include a component such as a microprocessor or larger computer. Completion of the programming and design elements is followed by production and testing of a prototype. Projects usually involve a computer based solution to a technical problem, requiring tailor-made hardware and software to be produced.

Software projects might involve the design and implementation of a complex software package to meet a real identified need of a local business.

Careers:

Graduates possess strong programming skills, in addition to their hardware expertise, and may find employment within organisations requiring purpose built software to be produced. Other graduates are employed by those businesses in the ACT, and elsewhere, that design, manufacture, manage or maintain computer based equipment. While all students study both the software and hardware aspects of computing, students elect at the end of their second year to specialise in one or these fields.

Course Duration:

4 years full-time or equivalent part-time, maximum 24 semesters.

Assumed Knowledge:

ACT: Advanced Mathematics Extended, and majors in Physics (T) and English (T). NSW: 3u Mathematics, 2u Physics and 2u English. Completion of a suitable course from a recognised Institution of TAFE is also acceptable.

Course Requirements:

All engineering students follow a nearly common first and second year course. Final selection of the stream to be followed in the course, or transfer to the Electronics and Communications Engineering course, can be made as late as halfway through the second year.

The 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. Experience in project management, design and hardware and software implementation is provided throughout the course especially in the major final year engineering project.

During their course students are required to undertaken. Students are required to undertake several months of approved industrial experience. This is normally done during vacation periods, but part-time arrangements may be approved.

The course requires completion of subjects worth at least 96 credit points, comprising:

82 credit points from a Specific Core in Computer Engineering

14 credit points from the Approved Minor in Applied Mathematics.

(1) Computer engineering core subjects worth 74 credit points

005134 Computer Engineering 1A

005132 Computer Engineering 1B

005138 Engineering Physics 1A

004332 Electronic Engineering 1

005136 Electronic Engineering 2A

005133 Computer Technology 2

005131 Computer Engineering 2A

005135 Computer Engineering 2B

004476 Engineering Management 2

004624 Computer Architecture & Implementation

004625 Computer Engineering 3

004628 Engineering Management 3

004626 Computer Engineering 4

004627 Computer Engineering Project

Hardware stream

004600 Digital Communications Networks, *plus*

004605 Real Time Computing & Control

Software stream

004602 Languages & Compilers, *plus*

004607 Visual & Interactive Computing

(2) A core Professional Option worth 8 credit points - *one* of the following three alternatives

Application Implementation

Two of the following three subjects:

004599 Data Base Systems

004604 Object Oriented Software Design

004607 Visual & Interactive Computing

Computer System Hardware

Two of the following three subjects:

004473 Distributed Systems Technology

004600 Digital Communication Networks

004605 Real Time Computer & Control

Computing Theory

Two of the following five subjects:

004842 Coding Theory

004602 Languages & Compilers

004603 Machine Intelligence

004459 Mathematics 6

004606 Theory of Computation

(3) the 14 credit point Minor in Applied Mathematics:

004274 Mathematics 1/2

005056 Differential Equations

005058 Linear Algebra

005032 Numerical Analysis

and one of:

005057 Engineering Statistics

005031 Multivariate Calculus

Degrees in Engineering with Honours:

Honours study programs are available to students who achieve good results in the third year of their studies. Honours students then complete additional work in their fourth year of study to qualify for graduation in the degree with honours.

Double Degrees:

Double degrees with Law and with Science are also available.

Industrial Experience:

A minimum of 12 weeks of professional work experience is required, normally undertaken at the end of the third year of full-time study (or part-time equivalent).

Professional Recognition:

The course has full professional recognition by the Institution of Engineers, Australia and by the Australian Computer Society.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Course Administrator:

Associate Professor Brian Stone 11B15 (02) 6201 2418

School of Computing

Typical Full-time Course Structure:

Bachelor of Engineering in Computer Engineering

(This course shares a common first year with the Bachelor of Engineering in Electronics and Communications Engineering course.)

Semester 1	Semester 2
YEAR 1	
005134 Computer Engineering 1A	005132 Computer Engineering 1B
004332 Electronic Engineering 1 (year-long)	004332 Electronic Engineering 1 (cont'd)
005138 Engineering Physics 1A	004479 Information Technology 1
004274 Mathematics 1/2 (year-long)	004274 Mathematics 1/2 (cont'd)
YEAR 2	
005131 Computer Engineering 2A	005135 Computer Engineering 2B
005136 Electronic Engineering 2A	005133 Computer Technology 2
004476 Engineering Management 2 (year-long)	004476 Engineering Management 2 (cont'd)
005056 Differential Equations	005058 Linear Algebra
YEAR 3	
004624 Computer Architecture and Implementation	*Either* 004605 Real-Time Computing & Control (*hardware stream*) or 004602 Languages & Compilers (*software stream*)
004625 Computer Engineering 3 (year-long)	004625 Computer Engineering 3 (cont'd)
004628 Engineering Management 3 (year-long)	004628 Engineering Management 3 (cont'd)
005057 Engineering Statistics	005032 Numerical Analysis
YEAR 4	
Either 004600 Digital Communication Networks (*hardware stream*) *or* 004607 Visual & Interactive Computing (*software stream*)	
8 credit points from specialist subjects chosen from on of the fields: - Application Implementation: - Computer System Hardware, or - Computer Theory	
004646 Computer Engineering 4	
004627 Computer Engineering Project (year-long)	

Degree of Bachelor of Engineering in Electronics and Communications Engineering (258AA)

This course is designed for students who wish to become professional engineers in the fields of electronics or communications engineering. The course focuses on the design, construction and management of communication systems, electronic control systems, and instrumentation systems. Student learning is based on the electronics and communications engineering aspects of mathematics, physics and electronics, computer programming and hardware, and management fundamentals.

The third and fourth years of the course emphasise the design of communication and electronic systems and the application of principles, developed in the course, to the solution of practical problems. Workshop and laboratory facilities are used by students for the extensive project work which is a feature of the course. PC and work station based computing laboratories provide tools for electronic circuit simulation and computer-aided design work. Other laboratories are provided for experiments in electronics engineering and physics. Two laboratories are set aside for final year project work.

Projects:

Student projects typically involve the design, construction and evaluation of hardware for use in a communications system or in an electronic measurement and control system. Many projects involve a combination of both software and hardware, and are often closely integrated with the research programs of the two University Research Centres located within the School of Electronics and Applied Physics. Extensive use is made of computer-aided engineering software for designs and evaluation. For example, one project involved the development of an instrument to measure the number of electrons in a plasma and to log the results in a computer. Another project used information from global positioning satellites to control the route taken by a terrestrial model vehicle.

Careers:

Graduates may work with electronic and photonic devices, circuits and systems. In the electronic, computer and telecommunications industries work could include research and development, design, planning, management and system operation activities. Graduates are employed by organisations such as Telstra, Optus, Australian Optical Fibre Research and Federal Government departments such as Communications and Defence. Employers also include small businesses operating in the fields of electronics and communications engineering, computing hardware and software.

Course Duration:

4 years full-time or equivalent part-time, maximum 24 semesters.

Assumed Knowledge:

ACT: Advanced Mathematics Extended, and Physics (T) and English (T) majors; NSW: 3u Mathematics, 2u Physics and 2u English. Satisfactory completion of an Advanced Diploma in Electronics Engineering or an equivalent award from a recognised institution of TAFE is also acceptable.

Course Description:

All engineering students follow a nearly common first year course. Strong themes within the course include an emphasis on the development of engineering design skills; extensive project work both by individuals and by small groups; the ability to find appropriate solutions to engineering problems; an appreciation of the principles of engineering management including management of the human, financial and material resources required for an engineering project; an awareness of the social, ethical, political and environmental context of engineering to our society, and the ability to communicate effectively in both oral and written forms.

Experience in project management, design and hardware and software implementation is provided throughout the course especially in the major final year project.

The course covers the fields of radio and lightwave communications including satellite and optical communication systems, television, and data communications; control systems involving electronic and computer control of real time systems including robotics, fuzzy control and neural networks, and instrumentation and measurement involving computer-based measurement and data-logging.

Course Requirements:

At least 96 credit points comprising:

(a) 82 credit points in electronics and communications engineering, computing, engineering management, general education and engineering physics, AND

(b) 14 credit points from the Minor in Applied Mathematics.

Core electronics and communications engineering subjects worth 82 credit points

005134 Computer Engineering 1A

005132 Computer Engineering 1B

004120 Applied Statistics 1

005133 Computer Technology 2

004332 Electronic Engineering 1

005138 Engineering Physics 1A

tba Engineering Physics 1B

005136 Electronic Engineering 2A

005130 Electronic Engineering 2B

004476 Engineering Management 2

004628 Engineering Management 3

004631 Electromagnetic Waves

004632 Electronic Engineering 3

004629 Advanced Topics in Engineering

004630 Design Studies in Engineering

004633 Electronic Engineering 4

14 credit point Minor in Applied Mathematics:

004274 Mathematics 1/2

005056 Differential Equations

005058 Linear Algebra

005032 Numerical Analysis

and one of:

005057 Engineering Statistics

005031 Multivariate Calculus

Industrial Experience:

Before graduating students must complete a 12-week period of professional industrial experience normally undertaken at the end of the third year of the course.

Degrees in Engineering with Honours:

Honours study programs are available to students who achieve good results in the third year of their studies. Honours students then complete additional work in their fourth year of study to qualify for graduation in the degree with honours.

Double Degrees:

Double degrees with Law and with Science are available.

Professional Recognition:

This course has full professional recognition by the Institution of Engineers, Australia.

Course Advice:

Students will be allocated a course adviser with whom they must consult at the commencement of, and during, their studies.

Course Administrator:

Associate Professor William Cheung 11C9 (02) 6201 2413

School of Electronics, Engineering and Applied Physics

Typical Full-time Course Structure:

Bachelor of Engineering in Electronics and Communications Engineering

(This course shares an almost common first year with the Bachelor of Engineering in Computer Engineering.)

Semester 1	Semester 2
YEAR 1	
005134 Computer Engineering 1A	005132 Computer Engineering 1B
004332 Electronic Engineering 1 (year-long)	004332 Electronic Engineering 1 (cont'd)
005138 Engineering Physics 1A	004120 Applied Statistics 1
004274 Mathematics 1/2 (year-long)	004274 Mathematics 1/2 (cont'd)
YEAR 2	
005136 Electronic Engineering 2A	005130 Electronic Engineering 2B
005137 Engineering Physics 2A	005133 Computer Technology 2
004476 Engineering Management 2 (year-long)	004476 Engineering Management 2 (cont'd)
005056 Differential Equations	005058 Linear Algebra
YEAR 3	
004631 Electromagnetic Waves (year-long)	004631 Electromagnetic Waves (cont'd)
004632 Electronic Engineering 3 (year-long)	004632 Electronic Engineering 3 (cont'd)
004628 Engineering Management 3 (year-long)	004628 Engineering Management 3 (cont'd)
005031 Multivariate Calculus	005032 Numerical Analysis
YEAR 4	
	004629 Advanced Topics in Engineering
004633 Electronic Engineering 4 (year-long)	004633 Electronic Engineering 4 (cont'd)
004630 Design Studies in Engineering (year-long)	004630 Design Studies in Engineering (cont'd)

Degree of Bachelor of Information Technology (322AA)

The course focuses on programming and systems design aspects of employment in the information technology profession. Students gain extensive practical experience in using information technology to address the needs of modern organisations. Teamwork, project management and communication skills are developed in addition to exploration of the technical and interactive human aspects of computing and computing applications.

Computing subjects covered by the course include database management, hardware concepts, human-computer interaction, information systems design, local and world-wide networks, object-oriented modelling, operating systems; programming theory and practice, and software quality management.

Final year students complete a team project, producing a substantial software product to address a need of a local business, government or community organisation.

Graduates gain employment in a wide range of businesses and organisations that use computing facilities. Some graduates work with equipment and software suppliers. Others work with specialist consulting groups.

Approved Major/Minor:

Students study one approved major or minor sequence of subjects chosen from a non-computing field. This elective can either broaden the range of subsequent career options by studying, say, accounting or a foreign language, or strengthen the computing focus by studying electronics, statistics, mathematics or further computing subjects. The option of studying the non-computing field for only two years (ie as a 'minor') enables two additional specialist computing subjects to be included in the third year.

Double Degrees:

This course is available as a double degree with the Bachelor of Law course or with the Bachelor of Information Management (Library and Information Studies) course.

Course Duration:

3 years full-time or equivalent part-time, maximum 20 semesters.

Assumed Knowledge:

ACT: Advanced Mathematics and English (T) major; NSW: 2u or 3u Mathematics and 2u English.

Course Description:

All students study subjects in mathematics, communication, and an extensive range of computing subjects. In the first year, students are introduced to computing and the wide range of tools that form the foundation of the course. In the second year, practical and theoretical aspects of software engineering are studied. Final year students undertake a major software development project in which a team of students produces a software product to service the needs of a local business or public sector client.

In addition to computing subjects, students study either an elective major (3 year) or an elective minor (2 year) sequence of subjects selected from one of the non-computing fields taught at the University. If choosing an elective minor, students must also select additional advanced computing subjects to make up the balance of their third year study program.

Course Requirements:

At least 72 credit points comprising:

(a) 68 credit points from a Specific Core in Information Technology, and

(b) 4 credit points from a General Education subject.

(1) Information Technology subjects worth 46 credit points:

004470 Computing Mathematics 1

004471 Computing Mathematics 2

004479 Information Technology 1

004478 Introduction to Information Technology

004493 Professional Communication Skills

004483 Software Technology 1

004477 Files and Databases

004940 Information Technology 2

004482 Software Technology 2

004481 Systems Software

004472 Computing Project

004473 Distributed Systems Technology

(2) 22 credit points from one of the following two alternatives:

* 22 credit points from an approved major in any field other than computing; for example accounting, applied psychology, applied statistics, communication, mathematical structures, information and records management, quantitative methods, office management, accounting, library and information studies, management, expressive arts, economics, applied mathematics, marketing. For details of approved majors, refer to the listing under that heading in the Handbook.

* a 14 credit point approved minor in a field other than computing, (or an 11 credit point approved minor plus an approved 3 credit point subject) *and* one of the following four professional options:

Application Implementation

Two of the following three subjects:

004599 Database Systems

004604 Object Oriented Software Design

004607 Visual and Interactive Computing

Computer System Hardware

Two of the following three subjects:

004624 Computer Architecture & Implementation

004600 Digital Communication Networks

004605 Real Time Computing & Control

Computing Theory

004602 Languages & Compilers

004603 Machine Intelligence

Information Systems Management

004601 General Systems Theory

004673 Information Systems Management

For details of approved minors, refer to the listing under that heading in the Handbook.

Note: If the major or minor chosen in (2) has subjects in common with the core subjects in (1) then appropriate alternative subjects will be chosen with the approval of the course convener.

(3) any 4 credit point General Education subject which is available.

Professional Recognition:

This course is fully accredited with the Australian Computer Society.

Course Administrator:

Enquiries should be directed to the School of Computing 11B14 (02) 6201 2153

Typical Full-time Course Structure:

Bachelor of Information Technology

Semester 1	Semester 2
YEAR 1	
004478 Introduction to Information Technology	004479 Information Technology 1
004493 Professional Communication Skills	004483 Software Technology 1
004470 Computing Mathematics 1	004471 Computing Mathematics 2
non-computing elective*	non-computing elective*
YEAR 2	
004940 Information Technology 2	004477 Files and Databases
004482 Software Technology 2	
non-computing elective*	non-computing elective*
YEAR 3	
004472 Computing Project (year-long)	004472 Computing Project (cont'd)
004473 Distributed Systems Technology	4cp General Education subject
non-computing elective* *or* a computing elective	non-computing elective* *or* a computing elective

*a related sequence of four or six subjects is chosen from one of the fields of study offered at University of Canberra.

Degree of Bachelor of Science (course: Physical Sciences) (392AA)

This course includes a Computer Science option. The course is designed for students with a clear interest in the "physical sciences": mathematics, statistics, computing, physics and electronics. The course allows for broad training which keeps career options open, and is not designed with a specific professional career in mind. The course focuses on the evaluation of applied physical, mathematical and computing principles, and the solution of complex problems of a quantitative nature - applying mathematics, statistics, computing and laboratory science skills.

Professional training is provided which prepares graduates for employment as computer scientists/technologists, physical scientists, applied mathematicians or statisticians. Teaching careers in science or mathematics would be possible after further study in education.

Course Duration:

3 years full-time or part-time equivalent, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English. Plus the following:

For specialisation in applied statistics *or* mathematical structures - ACT: Advanced Mathematics; NSW: 2u Mathematics.

For specialisation in applied mathematics, applied physics; electronics or computer engineering - ACT: Advanced Mathematics Extended; NSW: 3u Mathematics.

For specialisation in applied physics - ACT: Physics (T) major; NSW: 2u Physics.

Course Description:

Students select two major sequences of subjects, chosen from the following list of approved majors:

Applied Mathematics - calculus; linear algebra; differential equations; numerical analysis.

Applied Physics - introductory physics; quantum physics; thermodynamics; statistical mechanics; materials science; optics; electromagnetism; optical fibres; microwaves; radio-wave propagation.

Applied Statistics - design and analysis of surveys and experiments; linear modelling; statistical computing; application of statistics in the life, physical and social sciences.

Computer Engineering - conceptual; technical and design aspects of professional computing hardware and software development.

Electronics - circuit analysis; digital and analog electronics; electronic circuits and systems; telecommunications; control systems and signal processing.

Mathematical Structures - discrete and structural mathematics applicable to fields such as computer science; information theory; and quantum mechanics. Covers subjects such as logic, proof, algorithms, maxima and minima, and analysis of computational models (the mathematical structures major may not be studied with the applied physics or electronics majors).

As a third field of study, students complete any minor sequence of subjects from the offerings of any faculty at the University. This minor sequence may be chosen from within the fields listed above provided the choice is distinct from the two chosen major sequences.

The first year of study must include subjects from at least three of the fields listed above, including at least one of the two mathematics fields.

Final year students undertake a major design or investigative project. This subject is an extension of one of the two major sequences.

Course Requirements:

At least 72 credit points comprising

(1) 44 credit points from two of the following alternatives, each worth 22 credit points:

Major in Applied Mathematics

Major in Applied Physics

Major in Applied Statistics

Major in Computer Engineering

Major in Electronics

Major in Mathematical Structures (this major cannot be selected with either the Applied Physics or the Electronics Major)

(2) 14 credit points from any one of the University's approved minors that is not contained within either of the approved majors selected above.

(3) 4 credit points from the subject 004846 Physical Sciences Project.

(4) 4 credit points from the General Education subjects offered.

(5) 6 credit points from the first year component of any approved major or approved minor, provided that the first year content of the course is as follows:

(a) 6 credit points from one of

004274 Mathematics 1/2

004470 Computing Mathematics 1 *and* 004471 Computing Mathematics 2

(b) 12 credit points from two of the five choices:

* *either* 005134 Computer Engineering 1A, and 005132 Computer Engineering 1B

or 004478 Introduction to Information Technology *and* 004483 Software Technology 1

* 004332 Electronic Engineering 1

* PHYS1001 : Advanced physics @ANU

* 004120 Applied Statistics 1 and one subject approved by the course administrator

* the 6 credit points of Mathematics subjects not chosen above, if the two chosen majors are applied mathematics and mathematical structures.

(c) 6 credit points from the Year 1 content of any major or minor.

(6) Where a selected major and minor share common first year subject(s), replacement subject(s) must be chosen in consultation with and with the approval of the course administrator.

Computer Science

Students wishing to specialise in the field of computer science may choose one of the following combinations:

* Majors in computer engineering (hardware option) and in electronics, plus the minor in applied mathematics, *or*

* Majors in computer engineering (software) and in one of applied mathematics or mathematical structures, plus one of the course's permitted minors.

This will allow the student to obtain an academic transcript certifying that the computer science course was taken.

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 Brown 11C16 (02) 6201 2443

School of Mathematics and Statistics

Typical Full-time Course Structure:

Bachelor of Science (Physical Sciences)

A student doing majors in applied mathematics and computer engineering (software) plus a minor in marketing could study:

Semester 1	Semester 2
YEAR 1	
004274 Mathematics 1/2 (year-long)	004274 Mathematics 1/2 (cont'd)
004431 Computer Engineering 1 (year-long)	004431 Computer Engineering 1 (cont'd)
004470 Computing Mathematics 1	004120 Applied Statistics 1
000034 Macroeconomics 1	000020 Microeconomics 1
YEAR 2	
005056 Differential Equations	005058 Linear Algebra
005031 Multivariate Calculus	005032 Numerical Analysis
004469 Computer Engineering 2 (year-long)	004469 Computer Engineering 2 (cont'd)
000498 Marketing	004533 Consumer Behaviour
YEAR 3	
004458 Mathematics 5	004459 Mathematics 6
004625 Computer Engineering 3 (year-long)	004625 Computer Engineering 3 (cont'd)
General Education elective subject	004846 Physical Sciences Project

Degree of Bachelor of Science (course: Science) (392AB)

This course is offered by the School of Mathematics and Statistics in cooperation with the Faculty of Applied Science, and allows students great flexibility in their choice of subjects. Some changes to course options may be made at the end of Year 1. Students are able to obtain a broad education and to have a range of career options open, even though they may be initially undecided as to their course preference.

Course Duration:

3 years full-time or equivalent part-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major and Advanced Mathematics. NSW: 2u English and 2u Mathematics. Students must also have studied at least one of biology, chemistry or physics at (T) major level (ACT) or 2u level (NSW). Any specific background requirements must be met for the particular majors or minors chosen.

Course Requirements:

At least 72 credit points, being two 22 credit point majors from the schedule of approved science majors and a further 28 credit points as follows:

either

* a 14 credit point minor, 6 credit points from the first year subjects of any major or minor, and 8 credit points from general education subjects;

or

* two 14 credit point minor, one from a science area and one from a non-science area;

or

* 22 credit points from a non-science major plus 6 credit points from the first year subjects of a science major.

There are specific first year level requirements. There are to be four components, each being the 6 credit points of the first year subjects of a major or minor. At least three of the components are to be in science areas, including at least two from 'core' science areas. These then form the basis for the chosen majors and minors.

Variations on the above options are possible, with the approval of the course administrator.

Students are strongly advised to include a mathematics/statistics component in their first year study program, either as part of a major or minor or as a subject area studied only at first year level. Science is dependent on analytical and experimental techniques, and a strong foundation in quantitative skills is essential for proper use of these techniques.

Subject Choices:

At least two science majors must be studied, chosen from those listed at either A or B below.

A.

Available core science approved majors (first year subjects included in brackets).

* Mathematics/Statistics, one of:

Applied Mathematics (004274 Mathematics 1/2)

Applied Statistics (004120 Applied Statistics 1, 000577 Mathematical Methods)

Mathematical Structures (004470 Computing Mathematics 1, 004471 Computing Mathematics 2)

* Chemistry, one of:

Biological Chemistry (001516 Chemistry 1A, 001517 Chemistry 1B)

Environmental Chemistry (001516 Chemistry 1A, 001517 Chemistry 1B)

* *Applied Physics* (ANU PHYS1001)

* *Earth Science* (000959 Dynamic Earth, 003681 Landscape Processes)

* *Human Biology* (000483 Concepts in Biology, 003071 Human Physiology and Anatomy 1)

B.

Available other science approved majors (first year subjects included in brackets):

* *Applied Psychology* (004309 Psychology 101 and 004310 Psychology 102)

* Computing one of:

Computer Engineering (005134 Computer Engineering 1A, 005132 Computer Engineering 1B)

Computer Programming (004478 Introduction to Information Technology, 004483 Software Technology 1)

* *Cultural Heritage Management* (004904 Indigenous Societies & Adaptation, 002972 Concepts in Applied Anthropology)

* *Electronics* (004332 Electronics Engineering 1)

* One of:

Human Nutrition (000483 Concepts in Biology, 003071 Human Physiology and Anatomy 1)

Resource and Environmental Management (000483 Concepts in Biology, 000623 Plants and Animals)

* *Information Systems* (004941 Introduction to Information Systems, 004939 Foundations of Systems Analysis and Design)

C.

Permitted approved minor or approved non-science major sequences include all such minors and majors offered at the University of Canberra, provided any prerequisite or corequisite requirements are met.

D.

It is normal to include in the course the quantitative subjects 000577 Mathematical Methods and 004120 Applied Statistics 1. However, as a component or as a corequisite, some of the science majors and minors may require choice of the alternative, 004274 Mathematics 1/2, or the pair 004470 Computing Mathematics 1 plus 004471 Computing Mathematics 2.

Double Degree:

A combined science/law degree program is available. In the first three years, a science course is studied which includes law as the approved major in a non-science area. The fourth and fifth years of study comprise entirely law subjects.

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 Brown 11C16 (02) 6201 2443

e-mail: maths@ise.canberra.edu.au

School of Mathematics and Statistics

Examples of Typical Study Programs

Bachelor of Science : Open Science Course

(1) 2 major, 1 minor, option including: Major in Environmental Chemistry; Major in Cultural Heritage Management; Minor in Japanese Language. Possible careers: cultural/environmental field, cultural exchange programs

Semester 1	Semester 2
YEAR 1	
001516 Chemistry 1A	001517 Chemistry 1B
002972 Concepts in Applied Anthropology	004904 Indigenous Societies & Adaptation
000577 Mathematical Methods	004120 Applied Statistics 1
004865 Japanese 1A	004866 Japanese 1B
YEAR 2	
004729 Analytical Chemistry	004742 Materials Chemistry
004894 Cultural Heritage Management	004903 Heritage Interpretation
004867 Japanese Language 2	004867 Japanese Language 2 (cont'd)
YEAR 3	
004897 Ecochemistry 1	004898 Ecochemistry 2
004893 Cross Cultural Heritage Management	004998 Issues in Cultural Heritage Management
4cp General Education subject	4cp General Education subject

(2) 2 major, 2 minor option including: Major in Applied Physics with corequisite Minor in Applied Mathematics; Major in Resource and Environmental Management; Minor in Microeconomics. Potential career: mining industry (land reclamation), environmental modelling, experimental officer.

Semester 1	Semester 2
YEAR 1	
PHYS1001 (@ANU)	PHYS1001 (@ANU) (cont'd)
004274 Mathematics 1/2	004274 Mathematics 1/2 (cont'd)
000034 Macroeconomics 1	000020 Microeconomics 1
000483 Concepts in Biology	000623 Plants and Animals
YEAR 2	
PHYS2013 (@ ANU)	PHYS2019 (@ANU)
PHYS2017 (@ANU)	PHYS2022 (@ANU)
005056 Differential Equations	005058 Linear Algebra
005031 Multivariate Calculus	005032 Numerical Analysis
004899 Ecology and Biodiversity 1	004900 Ecology and Biodiversity 2
YEAR 3	
004631 Electromagnetic Waves	004631 Electromagnetic Waves (cont'd)
000102 Managerial Economics	004076 Microeconomics 2
004914 Resource and Environmental Management	004914 Resource and Environmental Management (cont'd)

(3) 3 major option including Major in Biological Chemistry; Major in Earth Science; Major in Law. Potential career: law, mining industry, environmental planning.

Semester 1	Semester 2
YEAR 1	
001516 Chemistry 1A	001517 Chemistry 1B
000959 Dynamic Earth	003681 Landscape Processes
000577 Mathematical Methods	004120 Applied Statistics 1
004991 Law 1: Introduction to Law	004992 Law 2: Contracts LLB
YEAR 2	
004736 Human Biochemistry	004736 Human Biochemistry (cont'd)
004896 Earth Science Fundamentals	004896 Earth Science Fundamentals (cont'd)
004135 Law 3: Business Transactions LLB	004136 Law 4: Corporations LLB
YEAR 3	
004744 Molecular Biology	004730 Clinical Chemistry Instrumentation
004895 Earth Science Applications	004895 Earth Science Applications (cont'd)
004137 Law 5: Taxation LLB	004138 Law 6: Administrative Law LLB

(4) 2 major, 1 minor option including Major in Applied Statistics, Major in Applied Psychology : Social and Clinical Psychology. Minor in Health Promotion. Potential career: community health, health research, social work.

Semester 1	Semester 2
YEAR 1	
000577 Mathematical Methods	004120 Applied Statistics 1
000483 Concepts in Biology	003071 Human Physiology and Anatomy 1
004309 Psychology 101	004310 Psychology 102
004925 Foundations of Health Promotion	004924 Towards an Integral Science of Health
YEAR 2	
004121 Applied Statistics 2	004122 Applied Statistics 3
004313 Psychology 203	004311 Psychology 201
004926 Health Status, Settings & Systems	004923 Explorations of Healing
YEAR 3	
004123 Applied Statistics 4	004124 Applied Statistics 5
004316 Psychology 302	005143 Psychology 305
General Education subject 1	General Education subject 2

Degree of Bachelor of Engineering in Computer Engineering/Degree of Bachelor of Laws (409AA)

This double degree is offered jointly with the Faculty of Management and Law.

The program is for students of high ability who aim to make careers in the 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. Both degrees may be awarded with honours.

To enable completion in a minimum of six years, time savings are arranged mainly by taking LLB subjects as the management and general elective components of the existing BE course. It is important, therefore, to follow closely the study program arranged by the course convener 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 (6C31).

Course Duration:

6 years full-time; maximum 24 semesters.

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 and Law. 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 Requirements:

At least 158 credit points comprising

(a) 92 credit points from the Specific Core in Computer Engineering/Law

(b) 14 credit points from the minor in Applied Mathematics

(c) 52 credit points from the Specific Core in Law

(d) the subject 004623 Litigation & Dispute Processing (LLB) may also be taken.

Course Structure:

The course structure of the double degree course requires that students admitted to a double degree course must undertake 6 required law subjects as part of the first degree course in the double degree sequence. In some semesters students will be required to undertake a workload in excess of the load normally associated with study of the engineering course alone.

At the completion of the requirements of the Bachelor of Engineering in Computer Engineering (including the 6 required law subjects mentioned above), students will undertake 11 core LLB subjects (amounting to 44 credit points) and 4 elective law subjects (amounting to at least 12 credit points).

Professional Recognition:

The Bachelor of Engineering in Computer Engineering degree is accredited with the Australian Computer Society, and fully recognised by the Institution of Engineers, Australia. The Bachelor of Laws has been recognised by the ACT Supreme Court for the purpose of admission.

Course Administrator for this double degree:

Associate Professor Brian Stone 11B15 (02) 6201 2418

School of Computing

Degree of Bachelor of Engineering in Electronics and Communications Engineering/Degree of Bachelor of Laws (411AA)

This double degree is offered jointly with the Faculty of Management and Law.

The program is for students of high ability who aim to make careers in the 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. Both degrees may be awarded with honours.

To enable completion in a minimum of six years, time savings are arranged mainly by taking LLB subjects 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 24 semesters.

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 and Law. 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 Requirements:

At least 158 credit points comprising

(a) 92 credit points from the Specific Core in Communications Engineering/Law

(b) 14 credit points from the Approved Minor in Applied Mathematics

(c) 52 credit points from the Specific Core in Law

(d) the subject 004623 Litigation & Dispute Processing (LLB) may also be undertaken.

The course structure of the double degree course requires that students admitted to a double degree course must undertake six required law subjects as part of the first degree course in the double degree sequence. In some semesters students will be required to undertake a workload in excess of the load normally associated with study of the engineering course alone.

At the completion of the requirements of the Bachelor of Engineering in Electronics and Communications Engineering course (including the six required subjects mentioned above), students will undertake 11 core LLB subjects (amounting to 44 credit points) and four elective law subjects (amounting to at least 12 credit points).

Professional Recognition:

The course has been granted full recognition by the Institution of Engineers, Australia. The Bachelor of Laws degree has been recognised by the ACT Supreme Court for the purpose of admission.

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:

Associate Professor John Rayner 11A17 (02) 6201 2511

School of Electronics, Engineering and Applied Physics

Course Administrator for Electronics and Communications Engineering:

Dr William Cheung 11C9 (02) 6201 2413

Degree of Bachelor of Information Technology/Degree of Bachelor of Laws (410AA)

This double degree is offered jointly with the Faculty of Management and Law.

The program is for students of high ability who aim to make careers in legal areas associated with computing, gaining full professional status in both the legal and computing fields. The program contains the Bachelor of Laws (LLB) course as its second degree-equivalent section. The Bachelor of Laws degree may be awarded with honours.

To enable completion in a minimum of five years, time savings are arranged mainly by taking LLB subjects as the elective components of the existing Bachelor of Information Technology course. It is important, therefore, to follow closely the study program arranged by the course convener 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 (6C31).

Course Duration:

5 years full-time; maximum 20 semesters.

Assumed Knowledge:

ACT: Advanced Mathematics and English (T) major; NSW: 2u or 3u Mathematics and 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 and Law. 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 Requirements:

At least 124 credit points comprising:

(a) 68 credit points from the Specific Core in Information Technology/Law including

(i) 46 credit points from Information Technology subjects

(ii) 22 credit points from the approved major in Law

(b) 4 credit points from a General Education subject

(c) 52 credit points from the Specific Core in Law

(d) the subject 004623 Litigation & Dispute Processing (LLB) may also be undertaken.

Course Structure:

The course structure of the double degree course requires that students admitted to a double degree course must undertaken six required law subjects as part of the first degree course in the double degree sequence.

At the completion of the requirements of the Bachelor of Information Technology course (including the six required law subjects mentioned above), students will undertake 11 core LLB subjects (amounting to 44 credit points) and 4 elective law subjects (amounting to at least 12 credit points).

Professional Recognition:

The Bachelor of Information Technology degree is accredited with the Australian Computer Society. The Bachelor of Laws has been recognised by the ACT Supreme Court for the purpose of admission.

Course Administrator:

Enquiries should be directed to the School of Computing 11B14 (02) 6201 2153

Degree of Bachelor of Information Technology/Degree of Bachelor of Information Management : Library and Information Studies (382AA)

This course is offered jointly with the Faculty of Communication. The four year course combines the professional computing-related content of the Bachelor of Information Technology course with subjects in Information Management and in Library and Information Studies. Course components are recognised by the Australian Computer Society, the Australian Library and Information Association, and the Records Management Association of Australia. (See the faculty of Communication for course details).

Degree of Bachelor of Science/Degree of Bachelor of Engineering in Computer Engineering (421AA)

The double degree provides an opportunity for students to complete a three year 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/BSc) in a minimum time of five years. Within the double degree the engineering award may be taken with honours.

Course Duration:

5 years full-time, maximum 20 semesters.

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:

At least 120 credit points comprising

(a) 68 credit points from the Specific Core in Computer Engineering

(b) 28 credit points from Approved Minors (14cp each) in Applied Mathematics and in Electronics

(c) at least 24 credit points from one of four approved options.

Professional elective subjects may be chosen to suit the particular area of expertise in which a student wishes to specialise.

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.

Typical Full-time Course Structure:

The normal full-time course structure follows the Computer Engineering course (160AA) for the first two years. In Years 3 and 4 students may elect to complete the requirements for the Physical Sciences course (392AA) before proceeding to the rest of the engineering award. Alternatively, students may choose to complete the whole of the engineering degree and then complete the BSc in their fifth year. Other options exist. The relevant course administrators for the individual degrees can be consulted for further details of the subjects to be taken each semester.

Course Administrators for individual degrees:

Physical Sciences:

Dr Peter Brown 11C16 (02) 6201 2443

School of Mathematics and Statistics

Computer Engineering:

Associate Professor Brian Stone 11B15 (02) 6201 2418

School of Computing

Degree of Bachelor of Science/Degree of Bachelor of Engineering in Electronics and Communications Engineering (422AA)

The double degree course provides an opportunity for students to complete a three year 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/BSc) in a minimum time of five years. Within the double degree the engineering award may be taken with honours.

Course Duration:

5 years full-time, maximum 20 semesters.

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:

At least120 credit points comprising

(a) 68 credit points from a Specific Core in Electronics & Communications Engineering

(b) 28 credit points from Approved Minors (14cp each) in Applied Mathematics and Computer Engineering

(c) at least 24 credit points from one of four approved options.

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:

The engineering course has full recognition by the Institution of Engineers, Australia.

Typical Full-time Course Structure:

Students pursuing the double degree program follow the normal full-time course structure for the Electronics and Communications Engineering course (258AA) for the first four years. Such students would then complete the Physical Sciences course (392AA) in their fifth year. Other options exist. The relevant course administrators for the individual degrees can be consulted for further details of the subjects to be taken each semester.

Course Administrators for individual degrees:

Physical Sciences:

Dr Peter Brown 11C16 (02) 6201 2443

School of Mathematics and Statistics

Electronics and Communications Engineering:

Dr William Cheung 11C9 (02) 6201 2413

School of Electronics, Engineering and Applied Physics

Degree of Bachelor of Science/Degree of Bachelor of Laws (402AA)

This double degree course is offered by the School of Mathematics and Statistics in cooperation with the Faculty of Applied Science and the Faculty of Management and Law. It is for students of high ability who aim to make careers in legal areas combined with an interest in particular aspects of science. The science component allows students great flexibility in their choice of subjects and enables them to keep a range of possible career options open. The law degree may be awarded with honours.

To enable completion in a minimum of five years, time savings are arranged mainly by taking LLB subjects as the elective components of the existing Bachelor of Science course. It is important, therefore, to follow closely the study program arranged by the course convener 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 (6C31).

Course Duration:

5 years full-time; maximum 20 semesters.

Assumed Knowledge:

ACT: Mathematics (T), English (T) , Chemistry (T) and/or Biology (T) majors; NSW: 2u Mathematics and 2u English and 2u Chemistry and/or 2u Biology.

Note that Physics (T) major for ACT, and 2u Physics for NSW, may be assumed depending on the choice of particular majors.

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 and Law. 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 Requirements:

At least 124 credit points comprising

(a) 44 credit points from two Approved `Science' Majors approved by the course convener

(b) 22 credit points from the Approved Major in Law

(c) 6 credit points from two mathematics or statistics subjects approved by the course convener

(d) 52 credit points from the Specific Core in Law

(e) the subject 004623 Litigation & Dispute Processing (LLB) may also be undertaken.

Course Structure:

The course structure of the double degree course requires that students admitted to a double degree course must undertake six required law subjects as part of the first degree course in the double degree sequence.

At the completion of the requirements of the Bachelor of Science course (including the six required law subjects mentioned above), students will undertake 11 core LLB subjects (amounting to 44 credit points) and four elective law subjects (amounting to at least 12 credit points).

Professional Recognition:

The Bachelor of Laws course has been recognised by the ACT Supreme Court for the purpose of admission.

Course Administrator for this double degree:

Mr Michael Dirkis, School of Law 6C40 (02) 6201 5773

Graduate Diploma in Applicable Mathematics (162AB)

This course caters for graduates who wish to acquire a good working knowledge of mathematics, equivalent to a major sequence of university study. Graduates may use the diploma to change the focus of their employment, or to develop mathematical skills which can to enhance their existing careers.

The course aims to provide a practical knowledge of a range of useful mathematical skills, and to develop the ability to apply these techniques to real-world problems. Three focus areas are available.

* mathematical analysis and modelling

* tools to support management decision-making

* mathematical structures.

Employers of graduates who have completed this award in Applicable Mathematics include the ACT and Commonwealth governments, CSIRO, scientific bureaus of the Commonwealth Government, and various companies in the "high tech" private sector.

Course Duration:

2 to 3 years part-time. Maximum period of study is 4 years.

Admission Requirements:

In addition to the normal University requirements for admission to a graduate course, applicants must have successfully completed an undergraduate degree course which did not include a major in mathematics, but in which the equivalent of the first year of studies in mathematics was successfully completed.

Course Requirements:

At least 23 credit points comprising

(a) 3 credit points from the required subject

004126 Applied Statistics G1

or another subject approved by the course administrator

(b) 12 credit points from the elective subjects

004462 Mathematics G3

004463 Mathematics G4

005087 Mathematical Methods G3

004362 Management Decisions using Computers G

or other subjects approved by the course administrator

(c) 8 credit points from the elective subjects

004842 Coding Theory

004458 Mathematics 5

004459 Mathematics 6

004848 Quantitative Decision Making 2

or other subjects approved by the course administrator

Advanced Standing:

Status may be granted for the required subject Applied Statistics G1. Status will not be granted for elective subjects.

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 Vassiliou 11C18 (02) 6201 2433

School of Mathematics and Statistics

Typical Part-time Course Structure:

Graduate Diploma in Applicable Mathematics

For a student with previous tertiary level mathematics, statistics and computing experience the following program might be studied:

Semester 1	Semester 2
YEAR 1	
004462 Mathematics G3 (year-long)	004462 Mathematics G3 (cont'd)
004126 Applied Statistics G1	One elective
YEAR 2	
005087 Mathematical Methods G3	One elective
One elective	

Graduate Diploma in Computing (333AA)

This fee paying course prepares graduates from non-computing fields for employment as professional computing specialists. Many past graduates have used the course as the basis for making a career change. Students may also use the course to consolidate and extend computing expertise that they have informally acquired over several years of work experience in a computing related field.

Students of this course have often already been employed in a computer-related field and have used the completion of the graduate diploma to advance their careers.

Careers:

Graduates obtain employment in the variety of organisations that use computers, including consulting groups as well as large and small government and private organisations. Graduates are equipped to apply computer programming to problem solving in a variety of contexts.

The course covers computer hardware, software and systems analysis with emphasis being given to the technical and programming aspects of computing. Graduates of the course should be well equipped to apply computer programming to problem solving in a variety of contexts.

During the course students acquire skills related to: programming techniques; use of current software; systems analysis; project management; use of PC and UNIX-based systems.

The main programming language used in the course is C++. However, the course teaches general programming paradigms and prepares students to do programming in whichever language is the most applicable. Graduates should be able to quickly learn and work with other languages such as Pascal, Ada, Java, LISP, Prolog and Visual Basic.

Teaching/Learning Methods:

Face to face staff/student interaction is provided through lectures, tutorials and laboratory sessions. This is complimented by the use of IT-based group learning systems which also enable remote interaction between students and staff. In the subject 004676 Information Technology Workshop G students extensively use such IT-based communication systems as tools that support their collaborative work activities. Studies are also supported by materials provided on the World Wide Web.

Course Duration:

The course may be completed in one year of full-time study or longer if the study of bridging subjects is required. A part-time student would usually take two years to complete the course, or longer if the study of bridging subjects is required. Maximum period of study is four years.

Admission Requirements:

Applicants must have at least a three year bachelor degree, or equivalent, from a recognised tertiary institution.

Intending students must have had experience of computer programming prior to studying any of the six core subjects that comprise the course. This experience may have been obtained through previous studies or through employment. Alternatively, students might enrol in the course, but before studying any of the six core subjects they would either:

* complete the two week introductory programming course run by the Faculty during the first two weeks of February, or

* complete approved introductory coursework such as the Semester 2 subject 004330 Computers and Computing G.

Students should consult with a course adviser before commencing any preparatory studies.

Students are usually not permitted to undertake the Graduate Diploma in Computing if he or she has previously satisfactorily completed the University of Canberra course leading to the degree of Bachelor of Information Technology or any equivalent course. Such applicants, with substantial previous computing experience, might be considered for enrolment in either the Graduate Diploma in Information Sciences or the Graduate Diploma in Technological Sciences or in a masters degree by coursework or by research.

Course Requirements:

Satisfactory completion of the six required subjects, or approved alternatives, worth a total of at least 24 credit points. The required subjects are:

004676 Information Technology Workshop G

004677 Introduction to Database Systems G

004679 Introduction to Software Engineering, Systems Analysis and Design G

004672 Computers and Programming G

004671 Computer Structures and Networks G

004675 Information Technology Project G

Students without sufficient experience of computing or mathematics will be required to study one or two bridging subjects prior to admission or at the beginning of their course. Students with a particular interest in studying subjects other than those listed in the study program below, may consult the course administrator about the availability of alternatives.

Status:

Credit or status may be granted on the basis of previous tertiary studies, and may be given for up to two subjects of the course.

Course Advice:

Students will be allocated a course adviser with whom they should consult at the commencement of, and during, their studies.

Professional Recognition:

The course is accredited with the Australian Computer Society.

Enquiries to: School of Computing 11B14 (02) 6201 2153

Typical Full-time Course Structure:

Graduate Diploma in Computing

Semester 1	Semester 2
YEAR 1	
004672 Computers and Programming G	004675 Information Technology Project G
004679 Introduction to Software Engineering, Systems Analysis and Design G	004676 Information Technology Workshop G
004677 Introduction to Database Systems G	004671 Computer Structures and Networks G

Note:

Subjects need not necessarily be taken in this order except that prerequisite requirements must be met. Subjects are only available in one semester each year.

Graduate Diploma in Electronics (034AB)

This course is designed to meet the needs of persons who hold a recognised degree or equivalent qualification 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 subjects of the course if places are available.

Course Duration:

This course is normally completed in three 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 subjects.

Course Requirements:

Satisfactory completion of the following required subjects.

004332 Electronic Engineering 1

004475 Electronic Engineering 2

004632 Electronic Engineering 3

Further information may 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.

Course Administrator:

Dr Graham French 11C8 (06) 201 2120

School of Electronics, Engineering and Applied Physics

Graduate Diploma in Information Sciences (225AA)

Graduate Diploma in Technological Sciences (224AA)

These fee-paying postgraduate courses provide for interdisciplinary studies in statistics, 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:

A bachelor degree with an approved undergraduate major in applied physics, computing, electronics, mathematics, or statistics is required. Alternatively, an approved graduate diploma such as the Graduate Diploma in Computing, the Graduate Diploma in Information Systems, 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 admission requirements.

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 subjects will further develop the student's undergraduate study in the field and consist of a series of extension studies and "studies in" subjects offered by the Faculty. Other subjects will provide a background to the student's future work or project needs.

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:

Associate Professor John Rayner 11A17 (02) 6201 2511

School of Electronics, Engineering and Applied Physics

Graduate Diploma in Information Systems (125AA)

This fee-paying course is concerned with the *management* of Information Technology (IT) resources and the *design* of IT systems to meet the requirements of modern organisations. In employment, graduates of the course will be able to assist organisations to make effective use of modern IT. The course is relevant to employment in a diverse range of industries including most medium to large sized businesses or government departments where use is made of computers, electronic data bases or sophisticated communications systems for conducting and coordinating their activities.

The course caters for people with qualifications or experience outside computing who wish to make a career change to work in the management and systems design fields of the computing profession. The course also suits IT professionals, from a technical field, who wish to become more involved in management activities. The course assists graduate to:

* develop proposals for computer use in their organisations, and

* manage the development and implementation of such information technology systems.

The course also caters for computer professionals whose primary interest is in the systems analysis and design area. Many such professionals have earlier completed a course with some computing content, for example, an engineering or accounting degree, but now wish to extend their knowledge of computing applications, systems and management. The course emphasises information technology management, systems design and the management of data - usually complementing any introductory computing studies that students may have undertaken previously.

Course participants include people such as those wishing to become computer auditors, or whose work concerns extensive user liaison and support in the analysis and design of information systems.

Many of the students in this course study part-time and are already in IT-related employment. Graduates of the course have found employment in both the government and private sectors. Large institutions have a particular need for computing professionals. Consulting services and small businesses have also welcomed graduates.

Course Duration:

1 year of full-time study or equivalent part-time. Maximum period of study 4 years.

Teaching/Learning Methods:

Face to fact staff/student interaction is provided through lectures, tutorial and laboratory sessions. This is complimented by the use of IT based group learning systems which also enable remote interaction between students and staff. In the subjects 004679 Introduction to Software Engineering, Systems Analysis and Design G and 004676 Information Technology Workshop G, students use extensively such IT based communication systems as tools that support their collaborative work activities. Studies are also supported by materials provided on the world wide web.

Admission Requirements:

Students commencing the course should ordinarily have a bachelor degree from a recognised tertiary institution. In addition students are expected to have good English reading and writing skills as well as some previous experience in the use of computers.

Course Requirements:

The course comprises the six subjects of study listed in the typical full-time study program below. Students with suitable backgrounds and a special interest in studying subjects other than those listed below should consult the course administrator about the availability of alternatives.

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 subjects where equivalent subjects have been previously completed. Status in a third subject of study may be given in relation to equivalent subjects from an incomplete previous course of study.

Professional Recognition:

The course is accredited with the Australian Computer Society.

Enquiries to: School of Computing 11B13 (02) 6201 2153

Typical Full-time Course Structure:

Graduate Diploma in Information Systems

Semester 1	Semester 2
YEAR 1	
004678 Introduction to Information Systems Architectures G	004680 Management Support Systems G
004679 Introduction to Software Engineering, Systems Analysis and Design G	004676 Information Technology Workshop G
004677 Introduction to Database Systems G	004674 Information Systems Management G

Graduate Diploma in Management Sciences (346AA)

This fee-paying course is offered by the Faculty of Management and Law, in close cooperation with the School of Mathematics and Statistics. Details of the course are contained in the entry in this Handbook for the Faculty of Management and Law.

Course Administrators:

Faculty of Management and Law: Mr James Hanratty 6C11 (02) 6201 2175

School of Mathematics and Statistics: Dr Malcolm Brooks 11C49 (02) 6201 2623

Graduate Diploma in Statistics (007AA)

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.

Course Duration:

2 to 3 years part-time. Maximum period of study is 4 years.

Admission Requirements:

Intending students should have a degree from a recognised tertiary institution, the equivalent of an undergraduate major in statistics.

Course Requirements:

At least 22 credit points comprising

(a) 18 credit points from the required subjects:

004126 Applied Statistics G1

005090 Applied Statistics G2

005088 Applied Statistics G3

005091 Applied Statistics G4

001127 General Mathematics G1

or other subjects approved by the course administrator

(b) 4 credit points from one of the elective subjects:

005089 Applied Statistics G5

003957 Macroeconomics G

003967 Microeconomics G

004362 Management Decisions using Computers G

or other subject approved by the course administrator.

Advanced Standing:

Status may be granted for up to 11 credit points for the required subjects of the course. Status will not be granted for elective subjects.

Course Advice:

Students will be allocated a course adviser who should be consulted at the commencement of, and during, their studies.

Course Administrator:

Dr Tania Prvan 11C17 (02) 6201 2513

School of Mathematics and Statistics

Typical Part-time Course Structure:

Graduate Diploma in Statistics

Semester 1	Semester 2
YEAR 1	
001127 General Mathematics G1	004126 Applied Statistics G1
YEAR 2	
005090 Applied Statistics G2	005088 Applied Statistics G3
YEAR 3	
005091 Applied Statistics G4	Elective

Degree of Master of Applied Science in Information and Technological Sciences (by research) (233AA)

Degree of Master of Arts in Information and Technological Sciences (by research) (226AA)

As the focus of this course, students complete a research thesis in any one of the major research fields of the Faculty including plasma instrumentation, advanced telecommunications, human-computer communication, speech and speaker recognition, and information technology. Studies in this last area include human-computer interactions, artificial intelligence, software engineering, and information dissemination and distribution. In mathematics, the Faculty's research interests include non-linear analysis, applied geometric analysis, and as well as applied statistics.

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.

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.

A preliminary research proposal should be attached to the application.

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 advanced coursework and research projects subjects at postgraduate and masters level. The topics studied in the preparatory program will be relevant to the field of study of the thesis subject which forms the second part of the course. At least one third of the preparatory program will comprise research work directly related to the planned masters thesis topic.

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:

Associate Professor John Rayner 11A17 (02) 6201 2511

School of Electronics, Engineering and Applied Physics

Degree of Master of Engineering (by research) (178AA)

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 areas of research strength, that is, in 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 supervisors and facilities available for study of the student's chosen thesis topic.

A preliminary research proposal should be attached to the application.

Course Requirements:

The course requires completion of 48 credit points of study 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 "research studies in" subjects offered by the Faculty, although bridging and extension postgraduate studies at the Australian National University and the Australian Defence Force Academy may also be undertaken as part of the course. At least one third of the preparatory program will comprise research work directly related to the planned masters research topic.

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:

Associate Professor John Rayner 11A17 (02) 6201 2511

School of Electronics, Engineering and Applied Physics

Degree of Master of Information Technology (by coursework)(296AA)

This fee paying 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 four 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 suit for students who are graduates in a field other than computing.

Admission Requirements:

To be admitted to the course applicants should usually hold an undergraduate degree with a credit average or better, in computing or any other relevant field of study, from an Australian university, or qualifications deemed equivalent by the University's Admissions Committee.

The course caters for students from a variety of educational and professional backgrounds. Typically, intending students with considerable formal computing qualifications and professional experience may expect to be granted 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 or information systems;

* students with a four year undergraduate degree, for example in computer engineering or computer science or with honours in a computing degree;

* students with a three year degree in computing with relevant professional experience of at least two years and eligibility for membership of an appropriate professional body (such as ACS, IEAust).

Preparatory Study:

Intending students must have had experience of computer programming prior to studying any subjects in the 'Foundation Studies' segment of the course. This experience may have been obtained though previous studies or through employment. Alternatively, students might enrol in the course, but before studying any of the 'Foundation Studies' subject they would either:

* complete the two week introductory programming course run by the faculty during the first two weeks of February, or

* complete approved introductory coursework such as second semester subject 004330 Computers and Computing G.

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 six subjects of graduate level study. Students may select those subjects which are normally included in the graduate diploma course in Computing, or in the graduate diploma course in Information Systems. Alternatively, permission may be sought to study some other combination of subjects.

Students may be exempted from all or part of the *Foundation Studies* segment of the masters course if they have previously been awarded suitable recognised qualifications (see Advanced Standing below).

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 subjects of study. Three subjects are selected to create a specialisation in a field selected by the student, for example in programming systems or information systems or computer technology; or, a specialisation in any other approved subject area. Other elective subjects 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.

Advanced Standing:

Up to 24 credit points of advanced standing, equivalent to the requirements for the graduate diploma course in Computing or the graduate diploma course in Information Systems, may be granted to students who have:

* completed the undergraduate degree course in Computer Engineering or the undergraduate degree course Information Technology (or equivalent) *and* have at least two years appropriate professional experience

or

* have completed a four-year undergraduate degree which includes substantial computing and be eligible for membership of an appropriate professional association.

Subsumable Graduate Diploma:

Students may be awarded the relevant Graduate Diploma if, in their study for the *'Foundation Studies'* segment of the course, they complete the requirements for either the Graduate Diploma in Computing, or the Graduate Diploma in Information Systems.

Specialisations:

For the Advanced Studies part of the course, students study six masters level subjects, with three of them being chosen to provide an area of specialisation appropriate to their needs. An academic course adviser will assist students to make their selections from the following subjects, having regard to which of the subjects will be available in coming semesters:

004348 Artificial Intelligence Techniques M

004349 Client-Server Computing M

004344 Component & System Modelling/VHDL M

004342 Computer Control & Security M

004345 Data Administration for Large Organisations M

004343 Embedded Systems M

004338 Functional Programming M

004341 Fuzzy Logic & Neural Networks M

004352 Graphics Visualisation Techniques M

004340 High Speed Networking M

004336 Human Factors in Information Technology M

004347 Issues in Information Tech Management M

004337 Issues in Design of Human-Comp Interfaces M

004339 Logic and Formal Methods M

004335 Object-Oriented Analysis & Design M

004681 Programming Graphical User Interfaces M

004351 Project & Quality Management in Information Technology Systems Development M

004350 Standards & Protocols for Info Exchange M

004346 Systems Simulation M

004333 User Testing Info Sys Design Processes M

Subject Availability:

Four Master level (M) subjects are usually offered in each semester. The subjects on offer will be varied each year, although the most sought-after subjects may be repeated in consecutive years.

Some of the Masters level subject choices will require students to have a strong background in programming - at least up to the standard developed in the Graduate Diploma in Computing.

Course Advice:

Students are recommended to seek advice from the course administrator on academic questions relating to their study program.

Course Administrator:

Dr Ric Jentzsch 11B19 (02) 6210 2424

School of Computing

Typical Full-time Course Structure:

Master of Information Technology by coursework

Semester 1	Semester 2
YEAR 1 Foundation Studies:	
004672 Computers and Programming G	004675 Information Technology Project G
004679 Introduction to Software Engineering, Systems Analysis and Design G	004676 Information Technology Workshop G
004677 Introduction to Database Systems G	004671 Computer Structures and Networks G
YEAR 2 Advanced Studies:	
For each semester a full-time student would select these subjects from those Masters level (M) subjects that are available and for which prerequisite requirements have been met. Over the course a coherent group of subjects should be selected to provide specialisation in fields such as `Artifical Intelligence and Programming' *or* `Information Systems'.	

Subject availability - 1999

A selection of Advanced Studies and Masters level (M) subjects is offered in each semester. The subjects on offer will be varied each year. For 1999 these are:

004345 Data Administration for Large Organisations M	004348 Artificial Intelligence Techniques M
004341 Fuzzy Logic & Neural Networks M	004342 Computer Control & Security M
004352 Graphics Visualisation Techniques M	004336 Human Factors in Information Technology M
004340 High Speed Networking M	004351 Project and Quality Management in Information Technology Systems Development M
004335 Object Oriented Analysis & Design M	

Degree of Doctor of Philosophy (235AA)

The PhD program offered by the Faculty is concentrated in the major research fields of the Faculty including plasma instrumentation, advanced telecommunications, human-computer communications, speech and speaker recognition, applied geometric analysis, statistics, and information technology. Studies in this last area include the human-computer interface, artificial intelligence, software engineering, and information dissemination and distribution. Research opportunities also exist in non-linear analysis.

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.

A preliminary research proposal should be attached to the application.

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 subject 004094 Doctoral Thesis in Information Technology D (full-time) or 004095 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:

Associate Professor John Rayner 11A17 (02) 6201 2511

School of Electronics, Engineering and Applied Physics

Faculty of Information Sciences & Engineering - Contents

- General Information
- Degree of Bachelor of Commerce in Management Sciences (393AA)
- Degree of Bachelor of Engineering in Computer Engineering (160AA)
- Degree of Bachelor of Engineering in Electronics and Communications Engineering (258AA)
- Degree of Bachelor of Information Technology (322AA)
- Degree of Bachelor of Science (course: Physical Sciences) (392AA)
- Degree of Bachelor of Science (course: Science) (392AB)
- Degree of Bachelor of Engineering in Computer Engineering/Degree of Bachelor of Laws (409AA)
- Degree of Bachelor of Engineering in Electronics and Communications Engineering/Degree of Bachelor of Laws (411AA)
- Degree of Bachelor of Information Technology/Degree of Bachelor of Laws (410AA)
- Degree of Bachelor of Information Technology/Degree of Bachelor of Information Management : Library and Information Studies (382AA)
- Degree of Bachelor of Science/Degree of Bachelor of Engineering in Computer Engineering (421AA)
- Degree of Bachelor of Science/Degree of Bachelor of Engineering in Electronics and Communications Engineering (422AA)
- Degree of Bachelor of Science/Degree of Bachelor of Laws (402AA)
- Graduate Diploma in Applicable Mathematics (162AB)
- Graduate Diploma in Computing (333AA)
- Graduate Diploma in Information Sciences (225AA)
- Graduate Diploma in Technological Sciences (224AA)
- Graduate Diploma in Information Systems (125AA)
- Graduate Diploma in Management Sciences (346AA)
- Graduate Diploma in Statistics (007AA)
- Degree of Master of Applied Science in Information and Technological Sciences (by research) (233AA)
- Degree of Master of Arts in Information and Technological Sciences (by research) (226AA)
- Degree of Master of Engineering (by research) (178AA)
- Degree of Master of Information Technology (by coursework)(296AA)
- Degree of Doctor of Philosophy (235AA)

General Information

- Australian Centre for Regional and Local Government Studies
- Professional Management Programs

Dean

Professor Eugene Clark

Head of School of Accounting, Banking and Finance

Professor Brian Andrew

Head of School of Administrative Studies

Dr Paul Kringas

Head of School of Economics and Marketing

Mr James Hanratty

Head of School of Law

Ms Keturah Whitford

Executive Officer

Mr Alan Wheeley

Student Administrative Officer

Ms Stacey Durrell

General Enquiries

6B17 (02) 6201 2682

The Faculty of Management and Law 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, Applied Economics and Business Administration

The University of Canberra offers double degree courses in a variety of areas. A number of these double degrees allow students to obtain a Bachelor of Laws, Bachelor of Applied Economics or a Bachelor of Business Administration degree in conjunction with another degree course offered either within the Faculty of Management and Law or in other Faculties within the University.

Approved Majors/Approved Minors

Approved majors in accounting, banking and finance, commercial law, economics, financial management, law, legal studies, management, management accounting, marketing, politics, sociology, sustainable development economics and women's studies 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. Approved minors are offered in these fields as well. Refer to the approved majors and approved minors listings in this Handbook for information about all of the approved majors and approved minors offered by the University.

General Education Subjects

Refer to this listing in the Handbook for the subjects available this year.

Field Classes

Some of the subjects 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.

Library Facilities for Doctoral Students

Library facilities in the City of Canberra are excellent. Many of the nation's major research collections are located here, including the National Library and more specialist departmental, university and institutional libraries distributed around Canberra which are accessible through the University of Canberra Library. The University also has excellent electronic research facilities and is committed to providing on-line access to other libraries and databases for research purposes.

Service Subjects for Graduates

University graduates in economics or commerce with a major in accounting 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 complete the Commercial Law approved minor offered at this University, comprising the subjects 004977 Introduction to Business Law, 004993 Law of Business Associations and 004994 Revenue Law. The Society will grant status to candidates who pass these subjects.

Australian Centre for Regional and Local Government Studies

In 1998 the Centre celebrated 25 years as a leading institution in the education and training of elected members and senior managers in local government.

The flagship programs conducted by the Centre are its residential courses which include an elected members course, a senior managers course and a Graduate Certificate in Regional and Local Government Management. Specialist courses in topics of current interest, such as enterprise bargaining, competitive tendering and contracting out, integrated environmental management and managing change are offered on a regular basis.

The Centre's Research and Consulting Group has successfully undertaken projects in: local government planning and finance; aboriginal communities and organisations; community service obligations; environmental management and accounting; regional, social and economic development.

Professional Management Programs

Professional Management Programs (PmP) conducts both public and in-house short courses based on the management-related areas of study in the Faculty of Management - accounting, banking, finance, economics, law, marketing, management studies, politics and research.

Drawing on the expertise of the Faculty, the University and affiliated consultants, the short courses provide managers and professionals with a wide range of knowledge, skills and competencies to enhance work practices and career development.

The Management Short Course Summer Program is available to undergraduate and graduate students from this University and other tertiary institutions and is offered each year from November to February.

PmP staff administer the Graduate Certificate in Management Studies, a 3-subject accredited management training program, available both on campus and as an in-house departmental course.

For further information, telephone (02) 6201 2680 or 6201 2977.

Degree of Bachelor of Applied Economics (278AA)

The course is designed for students who intend to enter both public and private organisations. It allows flexibility both within the core and with the choice of a second major. Students may combine their studies of economics with second majors that range from sociology and women's studies to accounting and law. The course will provide the analytical skills normally required of economists as well as a capacity to think critically about policy issues.

The course may also be taken as a double degree program with the degree in accounting or banking and finance or law or management or social sciences.

Course Duration:

3 years full-time or equivalent part-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English. International students should meet the University's normal English language requirements.

It is recommended that students should have Advanced Mathematics in the ACT, or 2u Mathematics in the NSW HSC, or equivalent.

Course Requirements:

At least 72 credit points comprising:

(a) 50 credit points from a Specific Core in Applied Economics including

(i) 12 credit points from a foundation set,

(ii) 22 credit points from an economics major,

(iii) 16 credit points from a professional option

(b) 22 credit points from an Approved Major chosen from

accounting, applied statistics, employment relations, information systems, law, management, marketing, politics, sociology, or subject to the agreement of the course adviser, any other approved major.

(a) (i) Foundation subjects:

004849 Australian Economy

004815 Introduction to Australian Politics

004835 Business & Financial Skills

003539 Business Statistics 1

(ii) one of two economics majors:

either

000020 Microeconomics 1

000034 Macroeconomics 1

004076 Microeconomics 2

000035 Macroeconomics 2

000099 International Economics

004215 Policy Issues in Macroeconomics

or

003519 Economics 1A

004213 Economics 2A

004214 Policy Issues in Microeconomics

004215 Policy Issues in Macroeconomics

(iii) One professional option to be chosen from:

Business Economics

004125 Business Statistics 2

000104 Labour Economics

000102 Managerial Economics

001359 Project Evaluation

Business Marketing

004125 Business Statistics 2

000498 Marketing

004533 Consumer Behaviour

003965 Marketing Research Methods

Development Economics

003495 Development Administration

000892 Development Economics

001359 Project Evaluation

000101 Public Finance

Global Issues

000892 Development Economics

000052 Environmental and Resource Economics

000498 Marketing

002429 International Marketing

Managerial Economics

000052 Environmental and Resource *Economics*

000104 Labour Economics

000102 Managerial Economics

001359 Project Evaluation

Marketing

000498 Marketing

002429 International Marketing

001989 Marketing Management

003965 Marketing Research Methods

Public Sector Issues

000104 Labour Economics

000102 Managerial Economics

000101 Public Finance

004214 Policy Issues in Microeconomics

Small Business

004125 Business Statistics 2

000102 Managerial Economics

000498 Marketing

003965 Marketing Research Methods

Social Justice Issues

000892 Development Economics

000052 Environmental and Resource Economics

000104 Labour Economics

000101 Public Finance

Statistics

004122 Applied Statistics 3

004125 Business Statistics 2

004123 Applied Statistics 4

004124 Applied Statistics 5

(b) For details of the subjects comprising approved majors, refer to the listing under that heading in the Handbook.

Course Advice:

Students are encouraged to attend course advice sessions and to seek further advice from the course convener, especially at the start of their course.

Course Convener:

Ms Heather Prior 6D13 (02) 6201 2991

School of Economics and Marketing

Typical Full-time Course Structure:

Bachelor of Applied Economics

Semester 1	Semester 2
YEAR 1	
000020 Microeconomics 1 (semester-long)	000034 Macroeconomics 1 (semester-long)
or 003519 Economics 1A (year-long)	*or* 003519 Economics 1A (cont'd)
004849 Australian Economy	004835 Business and Financial Skills
003539 Business Statistics 1	000673 Introduction to Australian Politics
Second Major (1)	Second Major (2)
YEAR 2	
004076 Microeconomics 2 (semester-long)	000035 Macroeconomics 2 (semester-long)
or 004213 Economics 2A (year-long)	*or* 004213 Economics 2A (cont'd)
Second Major (3)	Second Major (4)
Professional option (1)	Professional option (2)
YEAR 3	
004214 Policy Issues in Microeconomics	004215 Policy Issues in Macroeconomics
or 000099 International Economics	Second Major (6)
Second Major (5)	Professional option (4)
Professional option (3)	

Degree of Bachelor of Business Administration (444AA)

This course is designed for students who intend to work in a commercial environment, either in the private or public sectors. It consists of core subjects in business disciplines, one of two management minors, and a professional option chosen from a specified list. The course is designed so that students will complete a major in management and a major in one other business discipline. Students will develop a broad range of analytical skills necessary to function successfully in a business environment.

The course may also be taken as a double degree program with the degree in applied economics or accounting or banking and finance or law or management.

Course Duration:

3 years full-time or equivalent part-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English. International students should meet the University's normal English language requirements.

It is recommended that students should have Advanced Mathematics in the ACT, or 2u Mathematics in the NSW HSC, or equivalent.

Course Requirements:

At least 70 credit points comprising:

40 or 41 credit points from a Specific Core in Business Administration including

16 credit points from a professional option

14 credit points from an Approved Minor in one of

* Employment Relations

* Human Resource Management

Specific Core in Business Administration:

(i) Business subjects 40 or 41 credit points

004824 Accounting and Finance 1A

004825 Accounting and Finance 1B

003539 Business Statistics 1

and one of the following two subjects:

000005 Computers and Computing

004941 Introduction to Information Systems

and one of the following two alternatives:

000034 Macroeconomics 1 *and*

000020 Microeconomics 1, or

003519 Economics 1A

and one of the following two alternatives:

004991 Law 1: Introduction to Law *and*

004992 Law 2: Contracts (LLB), or

004977 Introduction to Business Law *and*

001610 Law of Business Transactions

and 004827 Accounting and Finance 2B

004823 Strategic Management

004817 Issues in Contemporary Management

000498 Marketing

(ii) Professional Options 16 credit points

One of the following eight alternatives:

Accounting

004826 Accounting and Finance 2A

004828 Accounting and Finance 3A

004829 Accounting and Finance 3B

and one subject from the remaining professional options

Banking and Finance

001612 Law of Financial Institutions

004836 Commercial Bank Management

004837 Credit and Lending Decisions

004839 Financial Management 1

Business Economics

000102 Managerial Economics

001359 Project Evaluation

004533 Consumer Behaviour

and one subject from the remaining professional options

Commercial Law

001612 Law of Financial Institutions

003491 Insolvency Law

004993 Law of Business Associations

004994 Revenue Law

Economics: Commerce Type

000099 International Economics

000035 Macroeconomics 2

004076 Microeconomics 2

and one subject from the remaining professional options

Law

004135 Law 3: Business Transactions (LLB)

004136 Law 4: Corporations (LLB)

004137 Law 5: Taxation Law (LLB)

004138 Law 6: Administrative Law (LLB)

Management Accounting

004839 Financial Management 1

004829 Accounting and Finance 3B

002482 Issues in Small Business

and one subject from the remaining professional options

Marketing

002429 International Marketing

001989 Marketing Management

003965 Marketing Research Methods

and one subject from the remaining professional options.

Statistics

A professional option in Statistics is also available, details may be discussed with the course convener.

Approved Minor:

For information on approved minors offered and details of the subjects comprising them, refer to the listing under that heading in the Handbook.

Course Advice:

Students needing course advice are advised to contact the course convener.

Course Convener:

Mr James Hanratty 6D11 (02) 6201 2703

School of Economics and Marketing

Typical Full-time Course Structure

Bachelor of Business Administration

Semester 1	Semester 2
YEAR 1	
004207 Introduction to Management	003609 Organisational Behaviour
004977 Introduction to Business Law	*Either* 004941 Introduction to Information Systems *or* 000005 Computers & Computing
001720 Accounting & Finance 1A	004825 Accounting & Finance 1B
Either 000020 Microeconomics 1 *or*	*Either* 000034 Macroeconomics 1 *or*
003519 Economics 1A	003519 Economics 1A (cont'd)
YEAR 2	
003539 Business Statistics 1	001610 Law of Business Transactions
000498 Marketing	004827 Accounting & Finance 2B
003432 Human Resource Management 1	*Either* 003488 Human Resource Management 2 *or* Professional Option 1
YEAR 3	
004817 Issues in Contemporary Management	004823 Strategic Management
Either 001372 Industrial Relations and Professional Option 2	Professional Option 3
Or Professional Option 1 and Professional Option 2	Professional Option 4

Degree of Bachelor of Commerce in Accounting (345AA)

This 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.

The Bachelor of Commerce in Accounting is also available as a double degree with the degree in applied economics or business administration or law.

Course Duration:

3 years full-time or equivalent part-time, maximum 20 semesters.

Assumed Knowledge:

ACT: Advanced Mathematics and English (T) major; NSW: 2u Mathematics and 2u English.

Course Requirements:

At least 72 credit points comprising:

48 credit points from a Core Program that includes

24 credit points from a Common Core in Accounting, Banking and Finance

24 credit points from a Specific Core in Accounting

plus

24 credit points from a professional sequence approved by the course convener which should include the subject 004838 Ethics, or an approved minor from an unrelated discipline.

Common Core in Accounting, Banking and Finance:

004824 Accounting and Finance 1A

004825 Accounting and Finance 1B

004831 Accounting Information Systems

004835 Business and Financial Skills

004977 Introduction to Business Law

003539 Business Statistics 1

000034 Macroeconomics 1

000020 Microeconomics 1

Specific Core in Accounting:

004826 Accounting and Finance 2A

004827 Accounting and Finance 2B

004834 Auditing

004839 Financial Management 1

004828 Accounting and Finance 3A

004829 Accounting and Finance 3B

Approved Minor:

For information on approved minors offered and details of subjects comprising them, refer to that listing in the Handbook.

Professional Sequence:

Professional sequences of subjects may be chosen 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).

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 14 required subjects given above, complete the Commercial Law minor comprising 004977 Introduction to Business Law, 004993 Law of Business Associations and 004994 Revenue Law. 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 subjects comprising the Commercial Law minor. 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 the Commercial Law minor 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 Advice:

For detailed course advice, students should contact the course convener.

Course Convener:

Mrs Judy Paterson 6C25 (02) 6201 2019

School of Accounting, Banking and Finance

Typical Full-time Course Structure:

Bachelor of Commerce in Accounting

Semester 1	Semester 2
YEAR 1	
004824 Accounting and Finance 1A	004825 Accounting and Finance 1B
000020 Microeconomics 1	000034 Macroeconomics 1
003539 Business Statistics 1	004977 Introduction to Business Law
004835 Business and Financial Skills	004831 Accounting Information Systems
YEAR 2	
004826 Accounting and Finance 2A	004827 Accounting and Finance 2B
004839 Financial Management 1	004834 Auditing
Approved minor *or* professional subject	Approved minor *or* professional subject
YEAR 3	
004829 Accounting and Finance 3B	004828 Accounting and Finance 3A
Approved minor *or* professional subject	Approved minor *or* professional subject
Professional subject	004838 Ethics

Note: Students 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.

Degree of Bachelor of Commerce in Banking and Finance (395AA)

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 the degree in applied economics or business administration or law.

Course Duration:

3 years full-time or equivalent part-time, maximum 20 semesters.

Assumed Knowledge:

ACT: Advanced Mathematics and English (T) major; NSW: 2u Mathematics and 2u English.

Course Requirements:

At least 72 credit points comprising

60 credit points from a Core Program including

24 credit points from a Common Core in Accounting, Banking and Finance

36 credit points from a Specific Core in Banking and Finance

12 credit points from a professional sequence approved by the course convener which should include the subject 004838 Ethics or an approved minor from an unrelated discipline.

Common Core in Accounting, Banking and Finance:

004824 Accounting and Finance 1A

004825 Accounting and Finance 1B

004831 Accounting Information Systems

004835 Business and Financial Skills

004977 Introduction to Business Law

003539 Business Statistics 1

000034 Macroeconomics 1

000020 Microeconomics 1

Specific Core in Banking and Finance:

001612 Law of Financial Institutions

004836 Commercial Bank Management

004837 Credit and Lending Decisions

003639 Financial Institutions & Markets

004839 Financial Management 1

004840 Financial Management 2

000498 Marketing

000374 Business Management

003393 International Finance

Elective Sequence:

The elective stream allows students to combine the core studies in accounting, economics, law and information systems with additional studies in, say, economics, computing, languages or other approved area, 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 Banking and Finance.

Course Convener:

Mr Graham Rogers 6C14 (02) 6201 5043

School of Accounting, Banking and Finance

Typical Full-time Course Structure:

Bachelor of Commerce in Banking and Finance

Semester 1	Semester 2
YEAR 1	
004824 Accounting and Finance 1A	004825 Accounting and Finance 1B
000034 Macroeconomics 1	000020 Microeconomics 1
003539 Business Statistics 1	004977 Introduction to Business Law
004835 Business and Financial Skills	004831 Accounting Information Systems
YEAR 2	
003639 Financial Institutions and Markets	003393 International Finance
004839 Financial Management 1	004840 Financial Management 2
000498 Marketing	001612 Law of Financial Institutions
YEAR 3	
000374 Business Management	004837 Credit and Lending Decisions
004836 Commercial Bank Management	004838 Ethics *or* elective
Professional elective	Professional elective

Degree of Bachelor of Laws (349AB)

This degree prepares students for employment in the legal profession as either solicitors or barristers. It has a strong practical and skills orientation, and equips students with competencies in the basic areas of legal practice. It also has a strong commercial orientation which meets the educational requirements of graduates, thus making it attractive to other professions especially those from accounting, finance or administration.

The course is designed for students who intend to practise in law or accounting firms or in government. The capacity to enter legal practice gives graduates the flexibility to change careers if necessary.

Course Duration:

4 years full-time or equivalent part-time, maximum 24 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

At least 96 credit points comprising:

78 credit points from a Specific Core in Law (4 yrs)

14 credit points from an Approved Minor from a field of study other than Law

4 credit points from a General Education subject.

Specific Core in Law (4 yrs):

004134 Advanced Research and Writing (LLB)

004618 Advanced Taxation Law (LLB)

000345 Constitutional Law

004619 Criminal Law

003865 Equity (LLB)

004620 Evidence (LLB)

004991 Law 1: Introduction to Law

004992 Law 2: Contracts LLB

004135 Law 3: Business Transaction LLB

004136 Law 4: Corporations LLB

004137 Law 5: Taxation LLB

004138 Law 6: Administrative Law (LLB)

003858 Law of Obligations (LLB)

004621 Lawyers and Professional Responsibility (LLB)

004622 Legal Theory (LLB)

004623 Litigation & Dispute Processing (LLB)

003863 Property Law (LLB)

004635 Public Companies (LLB)

Approved Minor:

For information on approved minors offered and details of subjects comprising them, refer to that listing in the Handbook.

General Education Subject:

For information on the subjects offered, refer to the listing for 4 credit point subjects under this heading in the Handbook. Students should seek advice on the most suitable subjects.

Bachelor of Laws Degree with Honours:

The degree of LLB may be awarded with first or second class honours. To be eligible to undertake and be considered for studies at honours level, a student must:

(a) achieve at least a credit average in all law subjects undertaken at the University of Canberra including subjects in sets (a) (b) and (c) of the LLB course requirements, and

(b) have obtained at least a credit grade for a piece of legal writing of not less than 5000 words in the subject 004622 Legal Theory (LLB) or 004357 Legal Theory G or in the subject 004635 Public Companies (LLB).

Professional Recognition:

As part of the law program this course is recognised by the Supreme Court of the Australian Capital Territory for the purpose of admission to legal practice.

Course Advice:

Students should seek course advice from the course convener.

Course Convener:

Mr Michael Dirkis 6C60 (02) 6201 5773

School of Law

Typical Full-time Course Structure:

Bachelor of Laws

YEAR 1

Semester 1 (10 cp)	Semester 2 (10 cp)
004991 Law 1: Introduction to Law	004992 Law 2: Contracts (LLB)
4cp General Education subject in a non-law area	004137 Law 5: Taxation Law (LLB)
Approved Minor	Approved Minor

YEAR 2

Semester 1 (12 cp)	Semester 2 (12 cp)
004136 Law 4: Corporations (LLB)	004135 Law 3: Business Transactions (LLB)
004138 Law 6: Administrative Law (LLB)	004134 Advanced Research & Writing (LLB)
Approved Minor	Approved Minor

YEAR 3

Semester 1 (14 cp)	Semester 2 (14 cp)
004635 Public Companies (LLB)	004635 Public Companies (LLB) (cont'd)
004622 Legal Theory (LLB)	004622 Legal Theory (LLB) (cont'd)
003865 Equity (LLB)	003858 Law of Obligations (LLB)
003863 Property Law (LLB)	004620 Evidence (LLB)

YEAR 4

Semester 1 (12 cp)	Semester 2 (12 cp)
004618 Advanced Taxation Law (LLB)	004618 Advanced Taxation Law (LLB) (cont'd)
004619 Criminal Law (LLB)	000345 Constitutional Law
004623 Litigation & Dispute Processing (LLB)	004621 Lawyers & Professional Responsibility (LLB)

Typical Part-time Course Structure:

Bachelor of Laws

YEAR 1

Semester 1 (6 cp)	Semester 2 (6 cp)
004991 Law 1: Introduction to Law	004992 Law 2: Contracts (LLB)
Approved Minor (3 cp)	Approved Minor (3 cp)

YEAR 2

Semester 1 (8 cp)	Semester 2 (8 cp)
4cp General Education subject in a non-law area	004135 Law3: Business Transactions (LLB)
Approved Minor (4 cp)	Approved Minor (4 cp)

YEAR 3

Semester 1 (8 cp)	Semester 2 (8 cp)
4cp General Education subject in a non-law area	004137 Law 5: Taxation Law (LLB)
004136 Law 4: Corporations (LLB)	004134 Advanced Research & Writing

YEAR 4

Semester 1 (8 cp)	Semester 2 (8 cp)
004635 Public Companies (LLB)	004635 Public Companies (LLB) (cont'd)
004138 Law 6: Administrative Law (LLB)	003858 Law of Obligations (LLB)

YEAR 5

Semester 1 (8 cp)	Semester 2 (4 cp)
003863 Property Law (LLB)	000345 Constitutional Law
004619 Criminal Law (LLB)	

YEAR 6

Semester 1 (8 cp)	Semester 2 (8 cp)
004618 Advanced Taxation Law (LLB)	004618 Advanced Taxation Law (LLB)
3865 Equity (LLB)	004620 Evidence (LLB)

YEAR 7

Semester 1 (6 cp)	Semester 2 (6 cp)
004623 Litigation & Dispute Processing	004621 Lawyers & Professional Responsibility (LLB)
004622 Legal Theory (LLB) (2cp)	004622 Legal Theory (LLB) (cont'd) (2 cp)

Degree of Bachelor of Laws (349AA)

(Graduate Bachelor Degree)

The University's Bachelor of Laws program will allow graduates in the areas of commerce, economics and management to acquire further specialised legal professional skills especially in areas such as contract law, corporations law and taxation law. The course has a strong practical and skills orientation, and equips 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 intend to 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. These are basic professional skills; general commercial and common law skills; corporations law skills; revenue law skills, and general legal skills.

Course Duration:

3 years full-time or equivalent part-time, maximum 20 semesters.

The course may be completed in two years of full-time study following the completion of an undergraduate degree where the program included law studies equivalent to the prescribed law major of 6 subjects. Where students have not undertaken a year of prior studies in the required law subjects (Law 1 to Law 6), the duration of the graduate LLB course will be at least three years of full-time study.

Admission Requirements:

Entry is limited to graduates who hold a bachelor degree in the areas of commerce, economics, management or an equivalent degree. This first degree should normally contain a prescribed law major of at least six subjects (refer to the Approved Major in Law given below). Candidates for the graduate Bachelor of Laws degree should preferably have completed their undergraduate law major at the credit average level or above.

LLB students who have not undertaken these subjects in their first degree will be required to complete them during the first year of their LLB course.

Course Requirements:

At least 74 credit points comprising:

52 credit points from a Specific Core in Law and

22 credit points from the Approved Major in Law.

The subject 004623 Litigation and Dispute Processing (LLB) may also be undertaken.

Specific Core in Law:

004134 Advanced Research and Writing (LLB)

004618 Advanced Taxation Law (LLB)

000345 Constitutional Law

004619 Criminal Law (LLB)

003865 Equity (LLB)

004620 Evidence (LLB)

003858 Law of Obligations (LLB)

004621 Lawyers and Professional Responsibility (LLB)

004622 Legal Theory (LLB)

003863 Property Law (LLB)

004635 Public Companies (LLB)

Approved Major in Law:

004991 Law 1: Introduction to Law

004992 Law 2: Contracts (LLB)

004135 Law 3: Business Transactions (LLB)

004136 Law 4: Corporations Law (LLB)

004137 Law 5: Taxation (LLB)

004138 Law 6: Administrative Law (LLB)

Where a student seeks admission to legal practice, the subject 004623 Litigation and Dispute Processing (LLB) (4 credit points) should also be undertaken.

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 subjects undertaken at the University of Canberra including subjects 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 subject 004622 Legal Theory (LLB) or 004357 Legal Theory G or in the subject 004635 Public Companies (LLB).

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 Advice:

Students needing course advice should consult the course convener.

Course Convener:

Mr Michael Dirkis 6C60 (02) 6201 5773

School of Law

Typical Full-time Course Structure: (after completion of an appropriate undergraduate degree)

Graduate Bachelor of Laws (three year course)

Semester 1	Semester 2
YEAR 1	
004991 Law 1 : Introduction to Law	004992 Law 2 : Contract
004136 Law 4 : Corporations	004135 Law 3 : Business Transactions
004138 Law 6 : Administrative Law	004137 Law 5 : Taxation
YEAR 2	
004134 Advanced Research and Writing (LLB)*	000345 Constitutional Law*
003863 Property Law (LLB)*	
004622 Legal Theory (LLB) (year-long)*	004622 Legal Theory (LLB) (cont'd) *
004635 Public Companies (LLB) (year-long)*	004635 Public Companies (LLB) (cont'd)*
YEAR 3	
003865 Equity (LLB)*	004620 Evidence (LLB)*
004619 Criminal Law (LLB)*	003858 Law of Obligations (LLB)*
004618 Advanced Taxation Law (LLB) (year-long) *	004618 Advanced Taxation Law (LLB)* (cont'd)
004623 Litigation and Dispute Processing (LLB)	004621 Lawyers and Professional Responsibility (LLB) *

* Core subject

Degree of Bachelor of Management (394AA)

This undergraduate course in management is designed for those who are making, or who plan to make, their careers in management in the business, public or non-governmental sectors. The course offers 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 Management is also available as a double degree with the degree in applied economics or business administration or law.

Course Duration:

3 years full-time or equivalent part-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

It is also recommended that students should have Advanced Mathematics in the ACT, and 2u Mathematics in NSW.

Course Requirements:

At least 72 credit points comprising

50 credit points from a Specific Core in Management including

12 credit points from foundation subjects

22 credit points from an Approved Major in Management

16 credit points from a professional option

22 credit points from an Approved Major chosen from the range of approved majors available in the Faculty of Management (such as law, politics, employment relations, marketing, sociology, accounting) or in other faculties subject to the approval of the course convener.

Specific Core in Management:

(i) Foundation subjects: 12 credit points

004849 Australian Economy

000028 Concepts and Elements of Law

004815 Introduction to Australian Politics

000953 Social Research Methods

(ii) Management Major: 22 credit points

004207 Introduction to Management

004818 Organisational Behaviour

004820 Performance Management & Analysis

004822 Public Sector Management

004823 Strategic Management

004817 Issues in Contemporary Management

(iii) Professional Options: 16 credit points

One of the following four alternatives:

Comparative Public Sector Management

003495 Development Administration

004814 Government at the Local Level

003498 Government Business Relations

004821 Politics of Welfare

Employment Relations

003432 Human Resource Management 1

003488 Human Resource Management 2

001372 Industrial Relations

003012 Issues in Industrial Relations

Organisational Studies

003432 Human Resource Management 1

002431 Organisational Culture

001485 Women and Organisations

004102 Communication for Management

Public Policy

003498 Government Business Relations

004816 Introduction to Public Policy

004821 Politics of Welfare

003588 Women, Politics and Public Policy

Approved Majors:

For details refer to the listing under that heading in the Handbook.

Course Advice:

Students in doubt concerning the structure of their course should consult the course convener.

Course Convener:

Dr Gwyn Singleton 6D33 (02) 6201 2687/2904.

School of Administrative Studies

Typical Full-time Course Structure:

Bachelor of Management (with a professional option in public policy)

Semester 1	Semester 2
YEAR 1	
004849 Australian Economy	004818 Organisational Behaviour
004207 Introduction to Management	004815 Introduction to Australian Politics
000028 Concepts and Elements of Law	000953 Social Research Methods
Approved Major	Approved Major
YEAR 2	
004820 Performance Management & Analysis	004823 Strategic Management
003588 Women, Politics and Public Policy	004821Politics of Welfare
Approved Major	Approved Major
YEAR 3	
004822 Public Sector Management	004817 Issues in Contemporary Management
003498 Government Business Relations	004816 Introduction to Public Policy
Approved Major	Approved Major

Degree of Bachelor of Social Sciences (396AA)

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 persons in jobs. For the latter, the flexibility of the course structure can be used to provide special combinations of skills required for careers already started.

Course Duration:

3 years full-time or equivalent part-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

At least 72 credit points comprising:

(a) 22 credit points from an Approved Major chosen from:

Economics: Arts Type

Economics: Commerce Type

Economics and Governance

Politics

Sociology

Law

(b) 22 credit points from an approved major chosen from one of the majors listed in (a), or from Management or Employment Relations or Marketing or Women's Studies. With the Dean's permission, this approved major may alternatively be taken from any other discipline within the University or at another university.

(c) 22 credit points from one of the following two alternatives -

* another approved major chosen from those listed in (b), or such other approved major as approved by the course convener

* two approved minors (11 credit points each) or one of the following

either a 14 credit point approved minor and the subject 003818 Social Science project *or* a 14 credit point approved minor and 8 further credit points from the area of one of the majors chosen in (a) or (b).

(d) Such other subjects as required to satisfy the total course requirement of 72 credit points and chosen so that the course includes at least the following required subjects:

000715 Basic Sociology

000028 Concepts and Elements of Law *or* 004991 Law 1*

000675 Politics and Democracy *or* 004815 Introduction to Australian Politics

000034 Macroeconomics 1 *or* 000020 Microeconomics 1 *or* 003519 Economics 1A** *or* 004849 Australian Economy

000953 Social Research Methods

*Students enrolled in the double degree with Law are required to take Law 1.

**Students taking certain major or minor sequences (for example in Marketing) will be expected to complete a year's study in economics which may take the form either of these two subjects together or of subject 003519 Economics 1A. Students who for this reason take 003519 Economics 1A will not be expected to take 000034 Macroeconomics 1 or 000020 Microeconomics 1 as well.

Approved Majors/Approved Minors:

For information on approved majors and approved minors and the subjects comprising them, refer to the listings under those headings in the Handbook.

Note: The following applies in relation to enrolling in 003818 Social Science Project. This subject is a research project of 5000 - 8000 words counting as a double subject for 8 credit points. The project will be supervised and examined by two staff members with expertise related to the topic chosen for research. The approval of the Dean is also required, and enrolment is subject to the chosen topic being in an area where there is suitable staff expertise for supervision. In order to undertake the option of a 14 credit point approved minor plus the subject 003818 Social Science Project, students must have achieved at least a credit grade point average at the completion of the subject 000953 Social Research Methods and no less than nine other subjects.

Component (d):

Students whose particular choices of sequences under sets (a), (b) and (c) do not make up the degree total of 72 credit points may choose as electives any subjects for whose enrolment they are qualified, taught anywhere within the University or (with permission from the Dean) in another university.

Students are reminded that normally no more than ten subjects at level 1 or introductory-level subjects are permitted to be undertaken in the degree as a whole.

Course Advice:

Students are encouraged to seek advice from the course convener in their choice of subjects.

Course Convener:

Dr Paul Kringas 6D9 (02) 6201 2708

School of Administrative Studies

Degree of Bachelor of Applied Economics/Degree of Bachelor of Commerce in Accounting (417AA)

This double degree program is designed to provide students with the basic conceptual and analytical skills required for a professional career in economics and accountancy. The breadth offered by the course provides greater vocational adaptability and increases the range of employment opportunities in both the private and public sectors.

Course Duration:

4 years full-time or equivalent part-time, maximum 24 semesters.

Assumed Knowledge:

ACT: English (T) major and Advanced Mathematics; NSW: 2u English and 2u Mathematics.

Course Requirements:

At least 96 credit points comprising

(a) 44 credit points from the Common Core in Applied Economics/Finance including

* 6 credit points from foundation subjects

004835 Business and Financial Skills

003539 Business Statistics 1

* 22 credit points from the Approved Major in Economics: Commerce Type (refer to the listing of approved majors in the Electives section of the Handbook)

* 16 credit points from a professional option in economics - for choices available, refer to the listing given for the degree course in applied economics (278AA)

(b) 12 credit points from the balance of the Common Core in Accounting, Banking and Finance

004831 Accounting Information Systems

004824 Accounting and Finance 1A

004825 Accounting and Finance 1B

004977 Introduction to Business Law

(c) 24 credit points from the Specific Core in Accounting (refer to degree course commerce in accounting (345AA)

(d) 16 credit points from a professional sequence approved by the course convener which could include the subject 004838 Ethics, and for professional recognition, the subjects 001610 Law of Business Transactions and 004994 Revenue Law.

Students may choose from the following disciplines: accounting, administration, economics, history, politics, psychology, information systems, computing, finance, marketing, law, sociology, statistics, languages, mathematics, or other as approved.

Course Advice:

Students should consult the course convener.

Course Convener:

Ms Heather Prior 6D13 (02) 6201 2991

School of Economics and Marketing

Degree of Bachelor of Applied Economics/Degree of Bachelor of Commerce in Banking and Finance (418AA)

This course provides a balanced mixture of the analytical tools and practical skills required for a professional career in the financial sector. The increasing sophistication and diversity of the financial services industry is creating positions for highly qualified graduates with the breadth of perspective which this double degree program provides.

Course Duration:

4 years full-time or equivalent part-time, maximum 24 semesters.

Assumed Knowledge:

ACT: English (T) major and Advanced Mathematics; NSW: 2u English and 2u Mathematics.

Course Requirements:

At least 96 credit points comprising

(a) 44 credit points from a Common Core in Applied Economics/Finance

* 6 credit points from foundation subjects

004835 Business and Financial Skills

003539 Business Statistics 1

* 22 credit points from the Approved Major in Economics: Commerce Type (refer to the listing of approved majors in the Electives section of the Handbook)

* 16 credit points from a professional option (refer to course 278AA for details of choices available)

(b) 12 credit points from the balance of the Common Core in Accounting, Banking and Finance

004824 Accounting and Finance 1A

004825 Accounting and Finance 1B

004831 Accounting Information Systems

004977 Introduction to Business Law

(c) 36 credit points from the Specific Core in Banking and Finance

001612 Law of Financial Institutions

004836 Commercial Bank Management

004837 Credit and Lending Decisions

003639 Financial Institutions and Markets

004839 Financial Management 1

004840 Financial Management 2

000498 Marketing

000374 Business Management

003393 International Finance

(d) 4 credit points from the subject 4838 Ethics.

Course Advice:

Students should consult the course convener.

Course Convener:

Ms Heather Prior 6D13 (02) 6201 2991

School of Economics and Marketing

Degree of Bachelor of Applied Economics/Degree of Bachelor of Laws (416AA)

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 subjects 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 pamphlet on the course structure of double degree courses with law may be obtained from the School of Law office (6C38).

Course Duration:

5 years full-time; maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major and Advanced Mathematics; NSW: 2u English and 2u Mathematics.

In the absence of this background, students can undertake mathematical studies designed to provide basic numeracy skills.

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 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, or refer to the information pamphlet on the course structure of double degree courses.

Students undertaking the double degree course will be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Requirements:

At least 124 credit points comprising

(a) 50 credit points from the Specific Core in Applied Economics

(b) 22 credit points from the Approved Major in Law

(c) 52 credit points from the Specific Core in Law

(d) the subject 004623 Litigation and Dispute Processing LLB may also be undertaken.

For information on (a) refer to the Bachelor of Applied Economics degree (course 278AA) and for (b) and (c) refer to the Bachelor of Laws degree (course 349AB).

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 Michael Dirkis 6C60 (02) 6201 5773

School of Law

Typical Full-time Course Structure:

Bachelor of Applied Economics/Bachelor of Laws

Semester 1	Semester 2
YEAR 1	
003519 Economics 1A (year-long)	003519 Economics 1A (cont'd)
or 000020 Microeconomics 1	*or* 000034 Macroeconomics
003539 Business Statistics 1	004835 Business & Financial Skills
004849 Australian Economy	000673 Introduction to Australian Politics
004991 Law 1 : Introduction to Law	004992 Law 2 : Contracts (LLB)
YEAR 2	
004213 Economics 2A (year-long)	004213 Economics 2A (cont'd)
or 004076 Microeconomics 2	or 000035 Macroeconomics 2
Professional option (1)	Professional option (2)
004136 Law 4: Corporations (LLB)	004135 Law 3 : Business Transactions (LLB)
YEAR 3	
000099 International Economics	004215 Policy Issues in Macroeconomics
or 004214 Policy Issues in Microeconomics	Professional option (4)
Professional option (3)	004137 Law 5: Taxation Law (LLB) LLB
004138 Law 6 : Administrative Law (LLB)	
YEAR 4	
004134 Advanced Research and Writing (LLB)	000345 Constitutional Law
004635 Public Companies (LLB) (year-long)	004635 Public Companies (LLB) (cont'd)
004619 Criminal Law (LLB)	003858 Law of Obligations (LLB)
003863 Property Law (LLB)	
YEAR 5	
004618 Advanced Taxation Law (LLB) (year-long)	004618 Advanced Taxation Law (LLB) (cont'd)
004622 Legal Theory (LLB)	004622 Legal Theory (LLB) (cont'd)
004623 Litigation & Dispute Processing (LLB)	004621 Lawyers & Professional Responsibility (LLB)
003865 Equity (LLB)	
004620 Evidence (LLB)	

Degree of Bachelor of Applied Economics/Degree of Bachelor of Management (419AA)

This course aims to provide students with the basic conceptual and analytical skills required for a professional career in management and economics. The breadth offered by the double degree provides a good foundation for career progression in both the public and private sectors.

Course Duration:

4 years full-time or equivalent part-time, maximum 24 semesters.

Assumed Knowledge:

ACT: English (T) major and Advanced Mathematics; NSW: 2u English and 2u Mathematics.

Course Requirements:

At least 96 credit points comprising

(a) 22 credit points from the Approved Major in Economics: Arts Type (refer to the listing of approved majors in the Handbook)

(b) 22 credit points from the Approved Major in Management (refer to the listing of approved majors in the Handbook)

(c) 52 credit points from the Specific Core in Applied Economics/Management, as set out below.

(i) Foundation subjects 12 credit points

004849 Australian Economy

004835 Business and Financial Skills

003539 Business Statistics 1

004815 Introduction to Australian Politics

(ii) Professional Options in Economics 16 credit points

See Specific Core in Applied Economics in the Bachelor of Applied Economics (course 278AA).

(iii) Professional Options in Management 16 credit points

See Specific Core in Administration in the Bachelor of Management (course 394AA).

(iv) Such other subjects as required to satisfy the total requirement of 52 credit points as approved by the course convener.

Course Advice:

Students should consult the course convener.

Course Convener:

Ms Heather Prior 6D13 (02) 6201 2991

School of Economics and Marketing

Degree of Bachelor of Applied Economics/Degree of Bachelor of Social Sciences (420AA)

This program provides a good general education including the basic conceptual and analytical skills of economics. The program is a very flexible one which allows students to combine economics with two other majors of their choice. This enables students to follow their own particular interests whilst bringing a broader perspective to the practice of economics.

Course Duration:

4 years full-time or equivalent part-time, maximum 24 semesters.

Assumed Knowledge:

ACT: English (T) major and Advanced Mathematics; NSW: 2u English and 2u Mathematics.

Course Requirements:

At least 94 credit points comprising

(a) 50 credit points from the Specific Core in Applied Economics including:

12 credit points from foundation subjects

22 credit points from the Approved Major in Economics: Arts Type

16 credit points from a professional option

For details refer to the Bachelor of Applied Economics degree course (278AA).

(b) 44 credit points from a Specific Core in Applied Economics/Social Sciences, as set out below:

(i) Foundation subjects, 6 credit points

000715 Basic Sociology

and one of the following two subjects

000028 Concepts and Elements of Law

004991 Law 1;

(ii) 6 further credit points at level 1/2 to provide the foundation for the majors chosen in (iii) and (iv) below (subject to the approval of the course convener);

(iii) 16 credit points from the balance of one of the following three options - an Approved Major in Law or Sociology or Politics;

(iv) another 16 credit points from the balance of an Approved Major from those allowed by part (b) of the academic requirements of the Bachelor of Social Sciences degree course (396AA).

In addition to the subjects in (i) above, students will complete the subjects

004849 Australian Economy

004815 Introduction to Australian Politics

004835 Business and Financial Skills

003539 Business Statistics 1

000715 Basic Sociology

003519 Economics 1A

004213 Economics 2A

004214 Policy Issues in Microeconomics

004215 Policy Issues in Macroeconomics

In addition to the majors set out in (iii) above, other approved majors are Marketing, Management, Employment Relations. A major in Marketing will involved five subjects of 4 credit points each, giving a degree of 95 credit points in total. The other two majors will necessitate the substitution of the subject 004207 Introduction to Management for 004385 Business and Financial Skills.

Students are advised to consult the course convener when choosing the remaining subjects to be completed in (iv) above.

Course Advice:

Students should consult the course convener.

Course Convener:

Ms Heather Prior 6D13 (02) 6201 2991

School of Economics and Marketing

Degree of Bachelor of Business Administration/Degree of Bachelor of Applied Economics (454AA)

This course is designed for students who intend to work in a commercial environment, either in the private or public sectors. As well as acquiring a broad knowledge of all the major business disciplines, students will complete majors in business management and economics and extend their knowledge of economics or marketing by completion of a professional option which includes one or both of these disciplines. Students will also develop a broad range of analytical skills necessary to function successfully in a business and economics environment.

Course Duration:

4 years full-time or equivalent part-time, maximum 16 semesters.

Assumed Knowledge:

ACT: English (T) major, NSW: 2u English.

Students are generally advised to have Advanced Mathematics (ACT) or 2u Mathematics (NSW) or equivalent.

Course Requirements:

At least 95 credit points comprising

(a) 41 credit points from a Specific Core in Business

(b) 14 credit points from an Approved Minor in either Employment Relations or Human Resource Management

(c) 16 credit points from either the Economics: Commerce Type or the Economics: Arts Type professional option

(d) 16 credit points from an approved professional option in Applied Economics

(e) 8 credit points from a professional sequence approved by the course convener.

Specific Core in Business:

Refer to the information given in the Bachelor of Business Administration course (444AA).

Approved Minors:

For information on the subjects comprising approved minors, refer to the information given under this listing in the Handbook.

Professional Option in Economics:

Refer to the information given in the Bachelor of Applied Economics course (278AA).

Course Advice:

Students are advised to consult the course convener.

Course Convener:

Mr James Hanratty 6D11 (02) 6201 2175

School of Economics and Marketing

Typical Full-time Course Structure:

Bachelor of Business Administration/Bachelor of Applied Economics

Semester 1	Semester 2
YEAR 1	
004207 Introduction to Management	003609 Organisational Behaviour
004977 Introduction to Business Law	003539 Business Statistics 1
004824 Accounting & Finance 1A	004825 Accounting & Finance 1B
either: 000020 Microeconomics 1	*either*: 000034 Macroeconomics 1
or: 003519 Economics 1A	*or:* 003519 Economics 1A (cont'd)
YEAR 2	
000498 Marketing	000005 Computers and Computing
003432 Human Resource Management 1	004827 Accounting & Finance 2B
either: 004067 Microeconomics 2	*either*: 000035 Macroeconomics 2
or: 004213 Economics 2A	*or*: 004213 Economics 2A (cont'd)
YEAR 3	
004817 Issues in Contemporary Management	004823 Strategic Management
001610 Law of Business Transactions	004215 Policy Issues in Macroeconomics
001372 Industrial Relations	*either*: 000099 International Economics *or*: 004214 Policy Issues in Microeconomics
YEAR 4	
Professional option 1	Professional option 3
Professional option 2	Professional option 4
Professional sequence 1	Professional sequence 2

Degree of Bachelor of Business Administration/Degree of Bachelor of Commerce in Accounting (452AA)

This course is designed for students who intend to work in a commercial environment, either in the private or public sectors. As well as acquiring a broad knowledge of all the major business disciplines, students will complete majors in business management and accounting and extend their knowledge of accounting. Students will also develop a broad range of analytical skills necessary to function successfully in a business and financial accounting environment.

Course Duration:

4 years full-time or equivalent part-time, maximum 16 semesters.

Assumed Knowledge:

ACT: English (T) major and Advanced Mathematics; NSW: 2u English and 2u Mathematics.

Course Requirements:

At least 94 credit points comprising

(a) 52 credit points from the Specific Core in Business and Accounting (refer to the typical course structure set out below)

(b) 14 credit points from an Approved Minor in either Employment Relations or Human Resource Management

(c) 16 credit points from an approved professional option in Accounting

(d) 12 credit points from a professional sequence approved by the course convener.

Approved Minors:

For information on the subjects comprising approved minors, refer to the information given under this listing in the Handbook.

Professional option in Accounting:

Refer to the information given for the Bachelor of Commerce in Accounting course (345AA).

Course Advice:

Students should consult the course convener.

Course Convener:

Mr James Hanratty 6D11 (02) 6201 2175

School of Economics and Marketing

Typical Full-time Course Structure

Bachelor of Business Administration/Bachelor of Commerce in Accounting

Semester 1	Semester 2
YEAR 1	
004207 Introduction to Management	003609 Organisational Behaviour
000020 Microeconomics 1	004831 Accounting Information Systems
004835 Business & Financial Skills	003539 Business Statistics 1
004824 Accounting & Finance 1A	004825 Accounting & Finance 1B
YEAR 2	
004977 Introduction to Business Law	000034 Macroeconomics 1
004826 Accounting & Finance 2A	004827 Accounting & Finance 2B
003432 Human Resource Management 1	001610 Law of Business Transactions
YEAR 3	
004817 Issues in Contemporary Management	000498 Marketing
001372 Industrial Relations	004823 Strategic Management
004828 Accounting & Finance 3A	004829 Accounting & Finance 3B
YEAR 4	
004839 Financial Management 1	004834 Auditing
Professional Sequence 1	Professional Sequence 2
1 subject from Bachelor of Business	Professional Sequence 3
Administration professional options	

Degree of Bachelor of Business Administration/Degree of Bachelor of Commerce in Banking and Finance (451AA)

This course is designed for students who intend to work in a commercial environment, either in the private or public sectors. It is especially designed for those intending to work in the financial sector or in financial sector supervision. As well as acquiring a broad knowledge of all the major business disciplines, students will complete majors in business management and banking and finance and extend their knowledge in a financial market environment. Students will also develop a broad range of analytical skills necessary to function successfully in a business and financial sector environment.

Course Duration:

4 years full-time or equivalent part-time, maximum 16 semesters.

Assumed Knowledge:

ACT: English (T) major and Advanced Mathematics; NSW: 2u English and 2u Mathematics.

Course Requirements:

At least 94 credit points comprising

(a) 64 credit points from a specific Core in Business and Banking and Finance (refer to the typical course structure set out below).

(b) 14 credit points from an Approved Minor in either Employment Relations or Human Resource Management

(c) 16 credit points from an approved professional option in Banking and Finance

Approved Minors:

For information on the subjects comprising approved minors, refer to the information given under this listing in the Handbook.

Professional option in Banking and Finance:

Refer to the information given for the Bachelor of Commerce in Banking and Finance course (395AA).

Course Advice:

Students are advised to consult the course convener.

Course Convener:

Mr James Hanratty 6D11 (02) 6201 2175

School of Economics and Marketing

Typical Full-time Course Structure

Bachelor of Business Administration/Bachelor of Banking and Finance

Semester 1	Semester 2
YEAR 1	
004207 Introduction to Management	003609 Organisational Behaviour
000020 Microeconomics 1	004831 Accounting Information Systems
004835 Business & Financial Skills	003539 Business Statistics 1
004824 Accounting & Finance 1A	004825 Accounting & Finance 1B
YEAR 2	
004977 Introduction to Business Law	000034 Macroeconomics 1
004839 Finance Management 1	004827 Accounting & Finance 2B
003432 Human Resource Management 1	001610 Law of Business Transactions
YEAR 3	
004817 Issues in Contemporary Management	003393 International Finance
001372 Industrial Relations	004823 Strategic Management
004836 Commercial Bank Management	004837 Credit & Lending Decisions
YEAR 4	
000374 Business Management	004840 Financial Management 2
000498 Marketing	001612 Law of Financial Institutions
003639 Financial Institutions & Markets	004838 Ethics

Degree of Bachelor of Business Administration/Degree of Bachelor of Laws (443AA)

This course is designed for students of high ability who wish to combine studies in law with their studies in business administration. The research, reading, analysis and writing skills inherent in a double degree program are highly valued by the professions and the marketplace. Students will develop a broad range of analytical skills necessary to function successfully in both a business and legal environment.

In order to complete the double degree program in the minimum time, students should follow the typical course structure given below.

Course Duration:

5 years full-time, maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major; NSW: 2u English.

Course Requirements:

At least 122 credit points comprising

(a) 56 credit points from the Specific Core in Business Administration/Law including

(i) 40 credit points of Business subjects

(ii) 16 credit points from a professional option

(b) 14 credit points from an Approved Minor in either Employment Relations or Human Resource Management

(c) 52 credit points from the Specific Core in Law

(d) the subject 004623 Litigation and Dispute processing LLB may also be undertaken.

Specific Core in Business Administration/Law:

004824 Accounting and Finance 1A

004825 Accounting and Finance 1B

003539 Business Statistics 1

One of the following two subjects:

000005 Computers and Computing

004941 Introduction to Information Systems

One of the following two alternatives:

000034 Macroeconomics 1 and

000020 Microeconomics 1, *or*

003519 Economics 1A

004991 Law 1: Introduction to Law

004992 Law 2: Contracts (LLB)

004827 Accounting and Finance 2B

004823 Strategic Management

004817 Issues in Contemporary Management

000498 Marketing

Professional Option (Law):

004135 Law 3: Business Transactions (LLB)

004136 Law 4: Corporations (LLB)

004137 Law 5: Taxation Law (LLB)

004138 Law 6: Administrative Law (LLB)

Approved Minors:

For information on the subjects comprising approved minors, refer to the information given under this listing in the Handbook.

Specific Core in Law:

Refer to the information given in the Bachelor of Laws course (349AB).

Course Advice:

Students are advised to consult the course convener.

Course Convener:

Mr Michael Dirkis 6C60 (02) 6201 5773

School of Law

Typical Full-time Course Structure

Bachelor of Business Administration/Bachelor of Laws

Semester 1	Semester 2
YEAR 1	
004824 Accounting & Finance 1A	004825 Accounting & Finance 1B
004207 Introduction to Management	003609 Organisational Behaviour
000020 Microeconomics 1 *or*	000034 Macroeconomics 1 *or*
003519 Economics 1A (year-long)	003519 Economics 1A (cont'd)
004991 Law 1: Introduction to Law	004992 Law 2: Contracts (LLB)
YEAR 2	
003539 Business Statistics 1	000005 Computers & Computing
000498 Marketing	004827 Accounting & Finance 2B
003432 Human Resource Management 1 *or*	004135 Law 3: Business Transactions (LLB)
004136 Law 4: Corporations (LLB)	
YEAR 3	
004817 Issues in Contemporary Management	004823 Strategic Management
either: 001372 Industrial Relations and 004136 Law 4: Corporations (LLB)	*either*: 003488 Human Resource Management 2 and 004137 Law 5: Taxation Law (LLB)
or	*or*
003432 Human Resource Management 1 and	004137 Law 5: Taxation Law (LLB) and
004138 Law 6: Administrative Law (LLB)	
YEAR 4	
004134 Advanced Research & Writing LLB	000345 Constitutional Law
004635 Public Companies (LLB)	004635 Public Companies (LLB) (cont'd)
003863 Property Law (LLB)	003858 Law of Obligations (LLB)
004619 Criminal Law (LLB)	
YEAR 5	
004618 Advanced Taxation Law (LLB)	004618 Advanced Taxation Law (LLB) (cont'd)
004622 Legal Theory (LLB)	004622 Legal Theory (LLB) (cont'd)
003865 Equity (LLB)	004620 Evidence (LLB)
004623 Litigation & Dispute Processing LLB	004621 Lawyers & Professional Responsibility

Degree of Bachelor of Business Administration/Degree of Bachelor of Management (453AA)

This double degree course is designed for students who intend to work in a commercial or general management environment, either in the private or public sectors, and who wish to gain a deeper professional knowledge of management. Students will develop a broad range of analytical skills necessary to function successfully in both a business and a general management environment.

Course Duration:

4 years full-time or equivalent part-time, maximum 16 semesters.

Assumed Knowledge:

ACT: English (T) major and Advanced Mathematics; NSW: 2u English and 2u Mathematics.

Course Requirements:

At least 95 credit points comprising

(a) 49 credit points from a Specific Core in Business/Management 9refer to the typical course structure set out below)

(b) 14 credit points from an approved minor in either Employment Relations or Human Resource Management

(c) 16 credit points from an approved professional option in Business

(d) 16 credit points from an approved professional option in Management

Approved Minors:

For information on the subjects comprising approved minors, refer to the information given under this listing in the Handbook.

Professional Options:

Refer to the information given for the Bachelor of Business Administration course (444AA) and the Bachelor of Management course (394AA).

Course Advice:

Students are advised to consult the course convener.

Course Convener:

Mr James Hanratty 6D11 (02) 6201 2175

School of Economics and Marketing

Typical Full-time Course Structure

Bachelor of Business Administration/Bachelor of Management

Semester 1	Semester 2
YEAR 1	
004207 Introduction to Management	003609 Organisational Behaviour
000020 Microeconomics 1	004941 Introduction to Information Systems
004977 Introduction to Business Law	003539 Business Statistics 1
004824 Accounting & Finance 1A	004825 Accounting & Finance 1B
YEAR 2	
000498 Marketing	000034 Macroeconomics 1
Business professional option 1	004827 Accounting & Finance 2B
003432 Human Resource Management 1	001610 Law of Business Transactions
YEAR 3	
004817 Issues in Contemporary Management	004823 Strategic Management
001372 Industrial Relations	Business professional option 3
Business professional option 2	Business professional option 4
YEAR 4	
004820 Performance Management & Analysis	Management professional option 2
004822 Public Sector Management	Management professional option 3
Management professional option 1	Management professional option 4

Degree of Bachelor of Commerce in Accounting/Degree of Bachelor of Laws (414AA)

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 degree in law may be awarded with honours.

To enable completion of the two degrees in a minimum of five years, students complete the Approved Major in law as the elective approved major component of the accounting degree course. It is important therefore to follow closely the typical study program as shown below, to achieve the minimum times. An information pamphlet on the course structure of double degree course may be obtained from the School of Law office (6C38).

Course Duration:

5 years full-time; maximum period of study 8 years.

Assumed Knowledge:

ACT: English (T) major and Advanced Mathematics; NSW: 2u English and 2u Mathematics.

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, or refer to the information pamphlet on the course structure of double degree courses.

Students undertaking the double degree course will be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Structure:

At least 120 credit points comprising

(a) 42 credit points from a Core Program including

(i) 18 credit points from a Common Core in Accounting, Banking & Finance/Law

(ii) 24 credit points from a Specific Core in Accounting

(b) 4 credit points from the subject 004838 Ethics

(c) 22 credit points from the Approved Major in Law

(d) 52 credit points from the Specific Core in Law

(e) the subject 004623 Litigation & Dispute Processing LLB may also be undertaken.

Common Core in Accounting, Banking and Finance/Law:

004824 Accounting and Finance 1A

004825 Accounting and Finance 1B

004831 Accounting Information Systems

003539 Business Statistics 1

000034 Macroeconomics 1

000020 Microeconomics

Specific Cores in Accounting and in Law:

Refer to the information given in the Bachelor of Commerce in Accounting course (345AA) and the Bachelor of Laws course (349AB).

Approved Major in Law:

Refer to the information given under the approved majors listing in the Handbook.

Honours:

For the academic requirements for the Bachelor of Laws with Honours course, refer to the information given for the Bachelor of Laws course (349AA).

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 (345AA).

Course Convener:

Mr Michael Dirkis 6C60 (02) 6201 5773

School of Law

Typical Full-time Course Structure:

Bachelor of Commerce in Accounting/Bachelor of Laws

Semester 1	Semester 2
YEAR 1	
004824 Accounting & Finance 1A	004825 Accounting & Finance 1B
003539 Business Statistics 1	000034 Macroeconomics 1
004835 Business & Financial Skills	004831 Accounting Information Systems
004991 Law 1: Introduction to Law	004992 Law 2: Contracts
YEAR 2	
004826 Accounting & Finance 2A	004827 Accounting & Finance 2B
000020 Microeconomics 1	004834 Auditing
004839 Financial Management 1	004135 Law 3: Business Transactions
YEAR 3	
004828 Accounting & Finance 3A	004829 Accounting & Finance 3B
004136 Law 4: Corporations	004838 Ethics
004138 Law 6 : Administrative Law	004137 Law 5: Taxation
YEAR 4	
004134 Advanced Research and Writing (LLB)	000345 Constitutional Law
004635 Public Companies (LLB) (year-long)	004635 Public Companies (LLB) (cont'd)
003863 Property Law (LLB)	003858 Law of Obligations (LLB)
004619 Criminal Law (LLB)	
YEAR 5	
004618 Advanced Taxation Law (LLB) (year-long)	004618 Advanced Taxation Law (LLB) (cont'd)
004622 Legal Theory (year-long)	004622 Legal Theory (cont'd)
003865 Equity (LLB)	004620 Evidence (LLB)
004623 Litigation and Dispute Processing (LLB)	004621 Lawyers and Professional Responsibility (LLB)

Degree of Bachelor of Commerce in Banking and Finance/ Degree of Bachelor of Laws (415AA)

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. The law degree may be awarded with honours.

To enable completion in a minimum of five years, time savings are arranged mainly by taking LLB subjects 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 20 semesters.

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 pamphlet on the course structure of the double degree courses may also be obtained from the School of Law office (6C38).

Students undertaking the double degree course will be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Requirements:

At least 124 credit points comprising

(a) 50 credit points from a Core Program including:

(i) 18 credit points from a Common Core in Accounting, Banking & Finance/Law

(ii) 32 credit points from a Specific Core in Banking & Finance/Law

(b) 22 credit points from the Approved Major in Law

(c) 52 credit points from the Specific Core in Law

(d) the subject 004623 Litigation & Dispute Processing LLB may also be undertaken.

Common Core in Accounting, Banking and Finance/Law:

004824 Accounting and Finance 1A

004825 Accounting and Finance 1B

004831 Accounting Information Systems

003539 Business Statistics 1

000034 Macroeconomics 1

000020 Microeconomics

Specific Core in Banking and Finance/Law:

004836 Commercial Bank Management

004837 Credit and Lending Decisions

003639 Financial Institutions and Markets

004839 Financial Management 1

004840 Financial Management 2

000498 Marketing

000374 Business Management

003393 International Finance

Approved Major in Law:

For details refer to the approved majors listing in the Handbook.

Specific Core in Law:

Refer to the information given for the Bachelor of Laws course (349AB).

Honours:

For the academic requirements for the Bachelor of Laws with Honours course, refer to the information given for the Bachelor of Laws course (349AB).

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 Michael Dirkis 6C60 (02) 6201 5773

School of Law

Typical Full-time Course Structure:

Bachelor of Commerce in Banking and Finance/Bachelor of Laws

Semester 1	Semester 2
YEAR 1	
004824 Accounting & Finance 1A	004825 Accounting & Finance 1B
003539 Business Statistics 1	000034 Macroeconomics 1
004835 Business & Financial Skills	004831 Accounting Information Systems
004991 Law 1 : Introduction to Law	004992 Law 2 : Contracts (LLB)
YEAR 2	
004839 Financial Management 1	004840 Financial Management 2
000034 Microeconomics 1	001612 Law of Financial Institutions
003639 Financial Institutions and Markets	004135 Law 3 : Business Transactions
004136 Law 4 : Corporations	
YEAR 3	
004836 Commercial Bank Management	004837 Credit & Lending Decisions
000498 Marketing	003393 International Finance
000374 Business Management	004137 Law 5 : Taxation
004138 Law 6: Administrative Law (LLB)	
YEAR 4	
004134 Advanced Research and Writing (LLB)	000345 Constitutional Law
004635 Public Companies (LLB) (year-long)	004635 Public Companies (LLB) (cont'd)
003863 Property Law (LLB)	003858 Law of Obligations (LLB)
004619 Criminal Law (LLB)	
YEAR 5	
004618 Advanced Taxation Law (LLB) (year-long)	004618 Advanced Taxation Law (LLB) (cont'd)
004622 Legal Theory (year-long)	004622 Legal Theory (cont'd)
003865 Equity (LLB)	004620 Evidence (LLB)
004623 Litigation and Dispute Processing (LLB)	004621 Lawyers and Professional Responsibility (LLB)

Degree of Bachelor of Management/Degree of Bachelor of Laws (412AA)

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. The degree in law may be awarded with honours.

To enable completion in a minimum of five years, time savings are arranged mainly by taking LLB subjects as the management and general elective components of the Bachelor of Management course. It is important therefore to follow closely the typical study program as shown below, to achieve the minimum times. An information pamphlet on the course structure of double degree courses may be obtained from the School of Law office (6C38).

Course Duration:

5 years full-time; maximum 20 semesters.

Assumed Knowledge:

ACT: English (T) major and Advanced Mathematics; NSW: 2u English and 2u Mathematics.
In the absence of an adequate mathematical background, students can undertake mathematical studies designed to provide basic numeracy skills.

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, or refer to the information pamphlet on the course structure of double degree courses.

Students undertaking the double degree course will be awarded the first degree in the double degree course upon completion of the academic requirements for that degree.

Course Requirements:

At least 124 credit points comprising

(a) 50 credit points from the Specific Core in Administration including

(i) 12 credit points from foundation subjects

(ii) 22 credit points from the approved Major in Management

(iii) 16 credit points from a professional option

(b) 22 credit points from the Approved Major in Law

(c) 52 credit points from the Specific Core in Law

(d) the subject 004623 Litigation & Dispute processing LLB may also be undertaken.

Specific Cores in Administration and in Laws:

Refer to the information given for the Bachelor of Management course (394AA) and the Bachelor of Laws course (3349AB).

Approved Majors in Law and Management:

Refer to the listing for approved majors in the Electives section of the Handbook.

Honours:

For the academic requirements for the Bachelor of Laws with Honours course, refer to the information given for the Bachelor of Laws course (349AB).

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 Michael Dirkis 6C60 (02) 6201 5773

School of Law

Typical Full-time Course Structure:

Bachelor of Management/Bachelor of Laws

Semester 1	Semester 2
YEAR 1	
004207 Introduction to Management	004818 Organisational Behaviour
004849 Australian Economy	004815 Introduction to Australian Politics
000953 Social Research Methods	Professional option subject*
004991 Law 1 : Introduction to Law	004992 Law 2: Contracts (LLB)
YEAR 2	
004820 Performance Management & Analysis	004823 Strategic Management
Professional option subject	Professional option subject
004136 Law 4: Corporations (LLB)	004135 Law 3 : Business Transactions (LLB)
YEAR 3	
004822 Public Sector Management	004817 Issues in Contemporary Management
Professional option subject	Professional option subject
004138 Law 6: Administrative Law (LLB)	004137 Law 5 : Taxation Law (LLB)
YEAR 4	
004134 Advanced Research and Writing (LLB)	000345 Constitutional Law
004635 Public Companies (LLB) (year-long)	004635 Public Companies (LLB) (cont'd)
003863 Property Law (LLB)	003858 Law of Obligations (LLB)
004619 Criminal Law (LLB)	
YEAR 5	
004618 Advanced Taxation Law (LLB) (year-long)	004618 Advanced Taxation Law (LLB) (cont'd)
004622 Legal Theory (year-long)	004622 Legal Theory (cont'd)
003865 Equity (LLB)	004620 Evidence (LLB)
004623 Litigation and Dispute Processing (LLB)	004621 Lawyers and Professional Responsibility (LLB)

*Selected from an approved professional option chosen from employment relations, comparative public sector management, public policy, organisational studies.

Degree of Bachelor of Social Sciences/Degree of Bachelor of Laws (413AA)

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. The degree in law may be awarded with honours.

To enable completion in a minimum of five years, time savings are arranged mainly by taking LLB subjects as the management and general elective components of the existing Social Sciences degree course. It is important therefore to follow closely the typical study program as shown below, to achieve the minimum times. An information pamphlet on the course structure of double degree courses may be obtained from the School of Law office (6C38).

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 and Law, or refer to the information pamphlet on the course structure of double degree courses.

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 Requirements:

At least 124 credit points comprising

(a) 22 credit points from an Approved Major chosen from:

Economics: Arts Type

Economics: Commerce Type

Economics and Governance

Politics

Sociology

Law

(b) 22 credit points from an Approved Major chosen from:

the Majors listed in (a) or from Management or Employment Relations or Marketing or Women's Studies. With the Dean's permission it may alternatively be taken from any other discipline within the University or any other University.

(c) If the Approved Major in Law is chosen in (a) or (b), then one of the following two alternatives:

* 22 credit points from the approved majors listed in (b) or such other Approved Major approved by the course convener or

* 22 credit points from two Approved Minors.

(d) Such other subjects required to satisfy the total course requirements of 124 credit points; noting that the course must include the following subjects:

000715 Basic Sociology

004991 Law 1: Introduction to Law

000675 Politics and Democracy *or* 004815 Introduction to Australian Politics

000020 Microeconomics 1 *or* 000034 Macroeconomics 1 *or* 003519 Economics 1A *or* 004849 Australian Economy

000953 Social Research Methods

(e) 52 credit points from a Specific Core in Law

(f) the subject 004623 Litigation & Dispute Processing LLB may also be undertaken.

Approved Majors/Approved Minors:

For details of the subjects comprising approved majors and approved minors, refer to the listings under those headings in the Handbook.

Specific Core in Law:

Refer to the information given for the Bachelor of Laws course (349AB).

Honours:

For the academic requirements for the Bachelor of Laws with Honours course, refer to the information given for the Bachelor of Laws course (349AB).

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 Michael Dirkis 6C60 (02) 6201 5773

School of Law

Typical Full-time Course Structure:

Bachelor of Social Sciences/Bachelor of Laws

Semester 1	Semester 2
YEAR 1	
000715 Basic Sociology	000953 Social Research Methods
000675 Politics and Democracy *or* 004815 Introduction to Australian Politics	Two introductory subjects from elective majors/minors*
000034 Macroeconomics 1 *or* 003519 Economics 1A	004992 Law 2 : Contracts (LLB)
004991 Law 1 : Introduction to Law	
YEAR 2	
004136 Law 4: Corporations (LLB)	004135 Law 3: Business Transactions (LLB)
plus 2 other subjects required to complete	plus 2 other subjects required to complete
elective majors/minor	elective majors/minor
YEAR 3	
004138 Law 6: Administrative Law (LLB)	004137 Law 5 : Taxation Law (LLB)
plus other subjects to complete elective majors/minor	plus other subjects to complete elective elective majors/ minor
YEAR 4	
004134 Advanced Research and Writing (LLB)	000345 Constitutional Law
004635 Public Companies (LLB) (year-long)	004635 Public Companies (LLB) (cont'd)
003863 Property Law (LLB)	003858 Law of Obligations (LLB)
004619 Criminal Law (LLB)	
YEAR 5	
004618 Advanced Taxation Law (LLB) (year-long)	004618 Advanced Taxation Law (LLB) (cont'd)
004622 Legal Theory (year-long)	004622 Legal Theory (cont'd)
003865 Equity (LLB)	004620 Evidence (LLB)
004623 Litigation and Dispute Processing (LLB)	004621 Lawyers and Professional Responsibility (LLB)

* Approved majors to be chosen from Economics: Arts Type, Economics: Commerce Type, Marketing, Politics, Sociology, Management, Employment Relations, or other Approved Major approved by the course convener, such as Women's Studies.

Graduate Certificate in Accountancy (449AA)

This is a full-fee paying course. It serves the needs of two quite different groups of applicants. The first group consists of graduates who need to add up to three subjects to the major studies in accounting undertaken in their first degree in order to meet the entry requirements of the Australian Society of Certified Practising Accountants (ASCPA) and the Institute of Chartered Accountants in Australia (ICAA).

The second group consists of managers, particularly public sector financial managers, who seek a detailed understanding of accrual-based accounting principles and practices without necessarily qualifying for entry to the ASCPA and the ICAA.

Course Duration:

1 semester full-time or equivalent part-time, maximum 1 year.

Admission Requirements:

Applicants should hold a bachelor degree from an Australian university or college of advanced education. Applicants with a first degree from a foreign tertiary institution may also be admitted.

Non-graduates who meet University standards for equivalent graduate status may also be admitted to the course, and may seek advice on their eligibility from the course convener or from the University's admissions officer.

This course is subsumable within the Graduate Diploma in Professional Accountancy and the Master of Professional Accountancy.

Course Requirements:

At least 12 credit points, comprising three subjects worth 4 credit points each which must be selected from the following list. Choice of subjects is dependent upon the student's academic background and vocational needs.

003879 Accounting M1

003880 Accounting M2

003881 Accounting M3

003882 Accounting M4

003883 Accounting M5

004527 Accounting Theory M

003876 Commercial Law M1

003877 Commercial Law M2

003878 Commercial Law M3

003885 Finance M1

The course convener may approve the substitution of no more than one subject (4 credit points) which would normally be selected from the following list:

004222 Accounting for Planning and Control MBA

005026 Accounting Information Systems M

003924 Economics for Managers G

003930 Financial Management in Government M

003971 Organisational Behaviour G

004224 Portfolio Theory and Investment Analysis M

003889 Quantitative Methods G

004223 Strategic Management M

Advanced Standing:

Advanced standing and credit may be granted by the course convener for a maximum of two subjects but only on the basis of graduate studies undertaken within an incomplete award program.

Course Convener:

Professor Brian Andrew 6C15 (02) 6201 5153

School of Accounting, Banking and Finance

Graduate Certificate in Business Administration (461AA)

This course is designed for students who intend to work in a commercial environment, either in the public or private sectors. The course consists of core subjects in accounting, economics and management. It articulates into the Graduate Diploma in Business, the Graduate Diploma in Marketing, the Master of Business Administration and the Master of International Business.

Course Duration:

1 semester full-time or equivalent part-time.

Assumed Knowledge:

Students are not expected to have prior knowledge of commercial subjects.

Admission Requirements:

To be eligible for admission to a graduate certificate course, an applicant should possess a bachelor degree or equivalent as approved by the University's Admissions Committee.

Course Requirements:

Students must complete 12 credit points of study. These should consist of:

004220 Accounting MBA

003967 Microeconomics G *or* 003924 Economics for Managers G

005202 Management Theory and Practice G *or* 003971 Organisational Behaviour G

Students who have studied any of these subjects in another award may be exempted these subjects and shall, with the approval of the course convener, substitute other, relevant subjects.

Typical Full-time Course Structure:

Graduate Certificate in Business Administration

Semester 1

YEAR 1

004220 Accounting MBA

either 003969 Microeconomics MBA

or 003924 Economics for Managers G

either 005202 Management Theory and Practice G

or 003971 Organisational Behaviour G

Graduate Certificate in Management Studies (424AB)

This certificate is a full-fee paying course.

The Graduate Certificate in Management Studies is designed to cater for the special education and competency needs of Australian and international managers, or potential managers, in public and private organisations who are seeking postgraduate qualifications in management.

Government departments and agencies that wish to offer the GCMS as part of their in-house management development programs can arrange to have the subjects conducted on their premises.

The course schedule has been devised to meet the needs of part-time students, and it involves two or three days each week for attendance at lectures, tutorials, seminars and workshops.

Course Duration:

1 semester full-time or 2 to 3 semesters part-time. The course is designed primarily for part-time study, but full-time study is possible in Semester 1.

Admission Requirements:

The course is open to those who have successfully completed a first degree program at an Australian university or college of advanced education and who have not less than two years of work experience.

Members of professions who hold awards that 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, but second semester entry is also available.

Course Requirements:

Satisfactory completion of at least 12 credit points from three subjects worth 4 credit points each, as follows:

005202 Management Theory and Practice G

005200 Human Resource Management G

003929 Financial Management G *or* other G level subject G

Status and Exemptions:

Students who qualify may be granted up to one subject of status, based on studies from incomplete 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 one subject in respect of particular required subjects in this course, may be exempted from such required subjects provided that an equal number of substitute subjects are included in the program. Substitute subjects 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 subjects, choice should be made so as to augment the student's knowledge of administratively related fields. Upper level undergraduate subjects may be taken when the student's previous studies satisfy prerequisites, or entry level graduate subjects where a new discipline is to be explored. The most appropriate fields are those offered by the Faculty of Management, the Faculty of Information Sciences and Engineering and the Faculty of Communication.

Course Convener:

Dr Jenny Stewart 6D35 (02) 6201 2187

School of Administrative Studies

Graduate Certificate in Marketing (460AA)

This course is designed for students who intend to work in marketing environment, either in the private or public sectors. It consists of two core subjects in economics and marketing and an elective from three choices. The course is designed to articulate into the Graduate Diplomas in Marketing, Business Administration or International Business or the Masters degrees in Business administration or International Business.

Course Duration:

1 semester full-time or equivalent part-time.

Assumed Knowledge:

No specific prior knowledge is assumed.

Admission Requirements:

To be eligible for admission to a graduate certificate course, an applicant should possess a bachelor degree or equivalent as approved by the University's Admissions Committee.

Course Requirements:

Students must complete 12 credit points of study. These should consist of:

003924 Economics for Managers G

003962 Marketing G

and one of the following:

004220 Accounting MBA

003963 Marketing Management G

004534 Consumer Behaviour G

Students who have studied any of these subjects in another award may be exempted theses subjects, and may, with the approval of the course convener, substitute other relevant subjects.

Course Convener:

Ms Petra Bouvain 6D26 (02) 6201 2335

School of Economics and Marketing

Typical Full-time Course Structure:

Graduate Certificate in Marketing

Semester 1

YEAR 1

004534 Consumer Behaviour G

003924 Economics for Managers G

003962 Marketing G

Graduate Certificate in Regional and Local Government Management (347AA)

The Graduate Certificate in Regional and Local Government Management is designed for current or intending practitioners in local government and regional administration who are interested in undertaking professional development to enhance their effectiveness and further their careers. The course caters for varying levels of experience and for a broad range of backgrounds.

This course is full fee paying.

Course Duration:

The contact time will be conducted throughout a four week residential course where participants attend classes full-time from 8.30am - 5.00pm, five days per week, plus independent reading, research and assignments. In addition, each participant will submit an independent learning project which is to be completed within 24 months of the residential component of the course.

Admission Requirements:

The normal admission requirement is a university degree or other qualification, or combination of qualifications and suitable work experience, deemed to be appropriate by the University of Canberra. Students with a minimum of five years experience at a management level with a local government or other relevant organisation may be deemed eligible for admission.

Advanced Standing:

Advanced standing will be granted if participants have completed a Senior Management Course with the ACLRGS since 1990 other equivalent national or international qualifications. In these cases a short residential course plus an additional assessable project must be undertaken in order to complete the requirements of the program.

Course Requirements:

The course consists of three subjects totalling 12 credit points, of which two will be core subjects.

Core subjects

004537 Regional and Local Management G1 (Planning)

This subject provides the basic tenets and skills required for planning the development of local government and regionally-based administrative subjects.

004538 Performance and Evaluation Management G

This subject will provide students with training in human resource management and evaluation techniques, both quantitative and qualitative. In particular, concepts such as benchmarking, continuous improvement and quality assurance will be applied to actual case studies.

Elective Subjects

One subject to be chosen from:

004536 Contemporary Issues in Regional Administration and Local Government G

004540 Comparative Regional and Local Government Studies G

004539 Regional Development G

004541 Regional and Local Management G2

Further Information:

For further information on availability, course fees, course details and scholarships, contact the Course Coordinator, telephone (02) 6201 2974 or facsimile (02) 6201 5108.

Graduate Diploma in Administration (053AA)

This course is designed to help individuals as they progress in their careers in the public or private sectors, 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) or the Master of Business Administration (MBA) programs. The graduate level subjects 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:

3 semesters part-time. The course is designed primarily for part-time students, however, full-time study is also possible with completion expected in 2 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 bachelor degree or an equivalent award, candidates should also have not less than two years of relevant work experience prior to admission. These requirements are flexible, especially for mature age students.

Course Requirements:

Satisfactory completion of at least 24 credit points (six subjects of 4 credit points each) as follows:

(a) three required subjects totalling 12 credit points, and

The three required subjects are to be chosen from:

005202 Management Theory and Practice G

005200 Human Resource Management G

003929 Financial Management G

or 003924 Economics for Managers G

003942 Introduction to Planning and Policy G

(b) three elective subjects totalling 12 credit points.

Elective Subjects:

Any three of the following subjects:

004101 Communication for Management G1

003923 Development Management G

003932 Industrial Relations G

003947 Law in Administration G

003959 Manage Individual & Organisational Chng G

003971 Organisational Behaviour G

003977 Public Administration G

003944 Research Methods G

003915 Women and Organisations G

004206 Women, Politics and Public Policy G

Other relevant subjects may be taken with the approval of the course convener, provided that no more than one subject is taken at undergraduate level 3.

Status/Exemption:

Students may be granted status/exemption for up to three relevant subjects based on studies from incomplete graduate awards in Australian tertiary institutions or their equivalent, but not otherwise. Where students have undertaken equivalent subjects for completed programs, they should select substitute subjects from the electives listed below. This is of particular relevance for core subjects.

Course Advice:

Students are recommended to seek advice from the course convener on academic questions relating to their study program.

Course Convener:

Dr Jenny Stewart 6D35 (02) 6201 2187

School of Administrative Studies

Typical Full-time Course Structure:

Graduate Diploma in Administration

Semester 1	Semester 2
YEAR 1	
005202 Management Theory and Practice G	003942 Introduction to Planning & Policy G
	003929 Financial Management G
2 Electives	1 Elective

Typical Part-time Course Structure:

Graduate Diploma in Administration

Semester 1	Semester 2
YEAR 1	
005202 Management Theory and Practice G	003942 Introduction to Planning & Policy G
1 Elective	003929 Financial Management G
YEAR 2	
2 Electives	

Graduate Diploma in Applied Economics (090AA)

This course seeks to develop the economic analytical skills demanded of today's managers in both the public and private sectors.

Course Duration:

Normally 3 or four semesters part-time, although full-time study is also possible.

Admission Requirements:

The course is generally available to applicants holding a bachelor 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:

At least 24 credit points from six semester subjects of 4 credit points each, as follows:

(a) 003967 Microeconomics G and 003957 Macroeconomics G; and

(b) four elective subjects to be chosen from the list below, subject to availability:

003922 Development Economics G

003923 Development Management G

003927 Environmental Resource Economics G

003938 International Economics G

003939 International Marketing G

003945 Labour Economics G

003958 Macroeconomics G2

003960 Management and Organisational Analysis G

003961 Managerial Economics G

003962 Marketing G

003963 Marketing Management G

003968 Microeconomics G

003979 Public Finance G

003975 Project Evaluation G

Course Advice:

Students are advised to consult with the course convener if they are in doubt about their study program.

Course Convener:

Dr Muni Perumal 6D18 (02) 6201 2186

School of Economics and Marketing

Typical Part-time Course Structure:

Graduate Diploma in Applied Economics

Semester 1	Semester 2
YEAR 1	
003957 Macroeconomics G	2 Electives
003967 Microeconomics G	
YEAR 2	
2 Electives	

Graduate Diploma in Business Administration (462AA)

This course is designed for students who intend to work in a commercial environment, either in the public or private sectors. The course consists of core subjects in accounting, economics, law and management. It articulates into the Master of Business Administration and the Master of International Business.

Course Duration:

2 semesters full-time or equivalent part-time.

Assumed Knowledge:

No specific prior knowledge is required.

Admission Requirements:

To be eligible for admission to a graduate diploma course an applicant should possess a bachelor degree or equivalent as approved by the University's Admissions Committee.

Course Requirements:

Students must complete 24 credit points of study. These should consist of:

004220 Accounting MBA

003967 Microeconomics G *or* 003924 Economics for Managers G

one of the following two units:

005202 Management Theory and Practice G *or* 003971 Organisational Behaviour G

one of the following two units:

003967 Microeconomics G *or* 003924 Economics for Managers G

003948 Law of Business Decisions M

one of the following two choices:

either:

003889 Quantitative Methods G and

004221 Business Finance MBA

or:

005200 Human Resource Management G and

003962 Marketing G

Students who have studied any of these subjects in another award may be exempted these subjects and shall, with the approval of the course convener, substitute other relevant subjects.

Course Convener:

Mr James Hanratty 6D11 (02) 6201 2703/2175

School of Economics and Marketing

Typical Full-time Course Structure:

Graduate Diploma in Business Administration

Semester 1	Semester 2
YEAR 1	
004220 Accounting MBA	003962 Marketing G
either 003969 Microeconomics MBA	*either* 005202 Management Theory and Practice G
or 003924 Economics for Managers G	*or* 003971 Organisational Behaviour G
either 003889 Quantitative Methods G	*either* 004221 Business Finance MBA
or 003948 Law of Business Decisions M	*or* 005200 Human Resource Management G

Graduate Diploma in Employment Relations (328AA)

The Graduate Diploma in Employment Relations, in the fields of human resource management and industrial relations, will provide students with an overview of the nature of the employment relationship in both its management-initiated aspects and those aspects that are subject to regulation and negotiation.

The course will also provide opportunities for further study of either the human resource aspects or the industrially regulated aspects of the relationship. Students will be able to choose to specialise in either human resource management or industrial relations after establishing a base of knowledge in both areas. The course will assist in the acquisition of the skills and knowledge required for the management, regulation and negotiation of the relationships between employees and management in the workplace.

Course Duration:

1 year full-time or equivalent part-time.

Admission Requirements:

Applicants should have completed an undergraduate degree in an Australian university or an equivalent qualification in a recognised tertiary institution. It will also be expected that applicants will have completed at least two years work experience in an area of activity related to the program. Applicants with extensive work experience related to the course or who have undertaken formal courses related to the areas covered in the course may also seek entry into the program, subject to the approval of the University's Admissions Committee.

Advanced Standing:

Advanced standing may be granted in up to four of the required or elective subjects on the basis of an incomplete award. No advanced standing will be granted on the basis of a completed award.

Course Requirements:

At least 24 credit points from six subjects of 4 credit points each, including

Core subjects for all students:

005200 Human Resource Management G

003932 Industrial Relations G

003951 Law of Employment G *or* 003912 Concepts and Elements in Law G (for students proposing to study additional law subjects)

For students desiring to deepen their study of *human resource management*, the following subjects would be undertaken:

003959 Manage Individual & Organisational Chng G

003893 Strategic Business Planning G

An approved elective

For students wishing to specialise in regulated and negotiated aspects of *the employment relationship,* the following sequence would be followed:

003013 Issues in Industrial Relations G

003946 Labour Law G

003936 Injury and Safety Law G *or* 004644 Employment Discrimination and the Law G

For students wishing to undertake further study in *industrial relations* without necessarily undertaking additional law subjects, at least 12 credit points from the following:

003013 Issues in Industrial Relations G

004512 Industrial Relations Skills and Advocacy G

Another G level elective subject approved by the course convener.

Variations from these patterns of study may be approved by the Faculty Board on the advice of the course convener.

Elective subjects:

005202 Management Theory and Practice G

003942 Introduction to Planning and Policy G

003971 Organisational Behaviour G

003013 Issues in Industrial Relations G

003946 Labour Law G

003936 Injury and Safety Law G

004644 Employment Discrimination and the Law G

003959 Manage Individual & Organisational Chng G

003915 Women and Organisations G

004206 Women, Politics and Public Policy G

003944 Research Methods G

003527 Research Methods in HRD G

003977 Public Administration G

003929 Financial Management G

005146 International & Comparative HRM G

Subject to prerequisites and corequisites, the course convener may approve electives not listed above.

Course Convener:

Dr Anne Junor 7C10 (02) 6201 2583

School of Administrative Studies

Graduate Diploma in International Business (354AA)

This course is designed for students wanting to develop skills in several business disciplines, particularly international business. It also articulates into the Masters degrees in international business and business administration. The Faculty of Management has a strong presence in international disciplines, and Faculty members regularly engage in consulting activities abroad.

Course Duration:

1 year full-time or equivalent part-time.

Admission Requirements:

Applicants must hold a first degree from an approved tertiary institution. No work experience is required. In certain circumstances, the University may admit students who have a mix of formal studies and work experience even though they lack a first degree.

Course Requirements:

At least 24 credit points comprising

(a) 20 credit points from five subjects (4 credit points each):

003939 International Marketing G

005202 Management Theory and Practice G

003962 Marketing G

either 003967 Microeconomics G

or 003924 Economics for Managers G

and

003941 International Trade Law M

(b) 4 credit points from one of the from an approved elective:

Advanced Standing:

Advanced standing, within University guidelines on advanced standing, may be granted for up to a maximum of 12 credit points only on the basis of formal tertiary studies. No advanced will be given on the basis of work experience. Where students have sufficient prior studies to seek advanced standing in subjects in (a) above exceeding this limit, exemptions may be considered subject to the approval of the course convener.

Subsumability:

The graduate diploma course in International Business is subsumable within the masters degree course in International Business.

Course Advice:

Students are advised to consult the course convener.

Course Convener:

Mr James Hanratty 6D11 (02) 6201 2175

School of Economics and Marketing

Typical Full-time Course Structure:

Graduate Diploma in International Business

Semester 1	Semester 2
YEAR 1	
005202 Management Theory and Practice G	003939 International Marketing G
003924 Economics for Managers G*	003941 International Trade Law M
003962 Marketing G	Elective

* Students wishing to pursue further studies in Economics are advised to substitute 003969 Microeconomics MBA G.

Graduate Diploma in Legal Studies (018AA)

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 subjects. (See admission requirements for the LLB program course 349AA.) The course may be completed by doing six subjects 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 a 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 course aims 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:

At least 24 credit points from six semester-long subjects.

(a) For students who wish to qualify for entry to the graduate LLB program: completion of the subjects set out in the course structure below.

(b) For other students: Three required subjects; and three elective subjects which may be chosen from any available law subjects offered in the University. This includes the subjects 001666 Deviance and Crime and 001372 Industrial Relations. Refer to the typical course structure below, for the non-professional program.

Course Advice:

Students who have not completed 003912 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 Michael Dirkis 6C60 (02) 6201 5773

School of Law

Typical Full-time Course Structure:

Graduate Diploma in Legal Studies

(for students seeking to enter the graduate LLB program)

Semester 1	Semester 2
YEAR 1	
003870 Law G1: Introduction to Law (LLB)	003871 Law G2: Contract (LLB)
003872 Law G3 : Business Transactions (LLB)	003874 Law G5: Taxation (LLB)
003873 Law G4: Corporations (LLB)	003875 Law G6: Administrative Law (LLB)

Typical Part-time Course Structure:

Graduate Diploma in Legal Studies

(for students pursuing the non-professional diploma program)

Semester 1	Semester 2
YEAR 1	
003912 Concepts and Elements of Law G*	Elective (eg 000130 Commercial Law G2)
003910 Commercial Law G1*	Elective (eg 004644 Employment Discrimination and the Law G)
YEAR 2	
003954 Legal Theory G* (year-long)	003954 Legal Theory G* (cont'd)
Elective (eg 003894 Administrative Law G)	

*or other subjects in lieu as approved by the course convener if the content of any one or more of these subjects has been covered in previous study.

Graduate Diploma in Management Sciences (346AA)

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:

A first degree or equivalent qualification from an approved tertiary institution.

Course Requirements:

At least 24 credit points from six required subjects of 4 credit points each. Refer to the typical course structure set out below.

Status/Substitutions:

Up to three subjects of status may be allowed for appropriate studies not counted towards another degree. Where students already have an adequate grasp of the content of a subject from previous studies, substitutions must be made from the list of approved elective subjects, plus any other subjects which may be authorised by the Deans of the appropriate Faculties.

Course Advice:

Students are encouraged to seek course advice from the course convener so as to ensure that correct substitutions are made.

Course Convener:

Mr James Hanratty 6D11 (02) 6201 2175

School of Economics and Marketing

Typical Full-time Course Structure:

Graduate Diploma in Management Sciences

Semester 1	Semester 2
YEAR 1	
004220 Accounting MBA	004221 Business Finance MBA*
003889 Quantitative Methods G	003969 Microeconomics MBA G
004678 Intro to Info Systems Architectures G	004363 Computer Models for Business Decisions M

*prerequisites are 003889 Quantitative Methods G and 004220 Accounting MBA

Students who have studied the majority of the content of any of the above subjects in their undergraduate degree substitutions for not more than two subjects may be permitted from the following list:

005200 Human Resource Management G

003932 Industrial Relations G

005202 Management Theory and Practice G

003948 Law of Business Decisions M

003957 Macroeconomics G

003959 Manage Individual & Organisational Chng G

003964 Marketing MBA

003971 Organisational Behaviour G

Graduate Diploma in Marketing (279AA)

The course is designed to provide managers with the marketing skills which are essential if companies are to thrive in today's competitive environment. Students who successfully complete the Graduate Diploma will be given full credit towards the MBA (Marketing).

Course Duration:

Normally 3 semesters part-time, but full-time study (one year) is possible.

Admission Requirements:

The course is available to applicants holding a bachelor degree or equivalent award in a discipline other than marketing from a recognised tertiary institution in Australia or overseas.

Course Requirements:

At least 24 credit points from six graduate level subjects of 4 credit points each. Five of these are required subjects. Refer to the course structure below for details.

Course Advice:

Students are encouraged to seek course advice from the course convener if in doubt about their study program.

Course Convener:

Ms Petra Bouvain 6D26 (02) 6201 2335

School of Economics and Marketing

Typical Part-time Course Structure:

Graduate Diploma in Marketing

Note: Where the content of a required subject has been substantially covered by previous studies, it will be necessary to substitute in its place a subject chosen from the elective list below.

Semester 1	Semester 2
YEAR 1	
003924 Economics for Managers G	004484 Marketing Research Methods G
003962 Marketing G	003963 Marketing Management G
YEAR 2	
003939 International Marketing G	
Elective	

Typical Full-time Course Structure:

Graduate Diploma in Marketing

Semester 1	Semester 2
YEAR 1	
003924 Economics for Managers G	003963 Marketing Management G
003962 Marketing G	004484 Marketing Research Methods G
003939 International Marketing G	Elective

Elective

This may be chosen from the following:

004534 Consumer Behaviour G

004361 Special Areas of Marketing G

004355 Marketing Law G

or any other subject approved by the course convener.

Graduate Diploma in Professional Accountancy (450AA)

This course serves the needs of two quite different groups of applicants. The first group consists of graduates who need to add up to six subjects to the major studies in accounting undertaken in their first degree in order to meet the entry requirements of the Australian Society of Certified Practising Accountants (ASCPA) and the Institute of Chartered Accountants in Australia (ICAA).

The second group consists of managers, particularly public sector financial managers, who seek a detailed understanding of accrual-based accounting principles and practices without necessarily qualifying for entry to the ASCPA and the ICAA.

This course is subsumable into the Master of Professional Accountancy.

Course Duration:

2 semesters full-time or equivalent part-time, maximum 2 years. This course would normally be undertaken by part-time study.

Admission Requirements:

Applicants should hold a bachelor degree from an Australian university or college of advanced education. Applicants with a first degree from a foreign tertiary institution may also be admitted.

Non-graduates who meet University standards for equivalent graduate status may also be admitted to the course, and may seek advice on their eligibility from the course convener or from the University's admissions officer.

Course Requirements:

At least 24 credit points from six subjects of 4 credit points each, chosen from the following:

003879 Accounting M1

003880 Accounting M2

003881 Accounting M3

003882 Accounting M4

003883 Accounting M5

004527 Accounting Theory M

003876 Commercial Law M1

003877 Commercial Law M2

003878 Commercial Law M3

003885 Finance M1

The course convener may approve the substitution of no more than one subject which would normally be selected from the following list:

004222 Accounting for Planning and Control MBA

005026 Accounting Information Systems M

003924 Economics for Managers G

003930 Financial Management in Government M

003971 Organisational Behaviour G

004224 Portfolio Theory and Investment Analysis M

003889 Quantitative Methods G

004223 Strategic Management M

Advanced Standing:

Advanced standing and credit may be granted by the course convener for a maximum of two of the required subjects but only on the basis of graduate studies undertaken within an incomplete award program.

Course Convener:

Professor Brian Andrew 6C15 (02) 6201 5153

School of Accounting, Banking and Finance

Degree of Master of Arts in Administration (by research) (049AA)

This course is designed to provide to postgraduate scholars an opportunity to pursue in advanced level research into organisational, administrative or policy-related matters. Although this award is primarily a degree by thesis, coursework is also required. Guidelines are available to allow students who can demonstrate superior research ability to convert from the 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 first degree with above average performance;

(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 as follows:

Preliminary: An approved program of subjects taken from the Graduate Diploma of Administration and Master of Public Administration programs to satisfy admission requirements.

Note: A well-prepared student may gain 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:

004520 Research Methods M (4 credit points) is a compulsory subject for all candidates including those granted status.

004428 Administration Thesis M (full-time) (32 credit points) or

004429 Administration Thesis M (part-time) (32 credit points).

The choice of preliminary subjects will be approved for individual students by the course convener to ensure that they are adequately prepared in administration-related disciplines. Details of these subjects and the compulsory subject 003944 Research Methods G are provided in the Handbook in the subject descriptions section.

Thesis Requirement: The subject 004428 Administration Thesis M (full-time) or 004429 Administration Thesis M (part-time) 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 it is expected the thesis work will require a minimum of two to three semesters of research and writing under appropriate supervision.

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 as early as possible the advice of the course convener in the selection of preliminary subjects. Program approval must be continued at the time of formal application.

Course Convener:

Professor John Halligan 6D4 (02) 6201 2725

School of Administrative Studies

Degree of Master of Business Administration (by coursework) (118)

- MBA - Corporate Governance specialisation (118AB)
- MBA - Finance specialisation (118AD)
- MBA - General Management (118AC)
- MBA - Information Systems specialisation (118AH)
- MBA - Information Technology specialisation (118AG)
- MBA - International Business specialisation (118AE)
- MBA - Legal Studies specialisation (118AI)
- MBA - Marketing specialisation (118AF)
- MBA - Public Sector Management specialisation (118 tba)

The Master of Business Administration (MBA) course is based on coursework and is practically-oriented. It is presented in a range of teaching formats covering lectures, tutorials, seminars and case studies.

The objectives of the course are:

(a) to provide for graduates a professional masters degree level course in business administration;

(b) to equip graduates with a theoretical and practical education in business administration which will be relevant to both private and public sector employment;

(c) 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.

The 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.

As well as a general management format, approved MBA specialisations are offered in the fields of corporate governance, finance, international business, information systems, information technology, legal studies and marketing. Details of each program follow. Students wishing to specialise in one of these fields must choose their elective subjects so that they conform with the academic requirements for each specialisation.

Course Duration:

2 years full-time or 3 years part-time, maximum 6 years.

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:

At least 48 credit points from the following subjects worth 4 credit points each:

(a) Required subjects

004220 Accounting MBA

003908 Business Ethics M

003964 Marketing MBA

003969 Microeconomics MBA G

or 003924 Economics for Managers G

005202 Management Theory and Practice G

or 003971 Organisational Behaviour G

004223 Strategic Management M

and two subjects from the following

004221 Business Finance MBA

005200 Human Resource Management G

003948 Law of Business Decisions M

003889 Quantitative Methods G

Electives

(b) 16 credit points from an approved list of subjects at G, PG or M level. Refer also to the requirement for each specialisation listed below.

In the first full-time year students are required to complete:

24 credit points obtained from six required graduate level subjects.

In the second full-time year the program requires:

24 credit points obtained from two required masters level subjects and four subjects selected from a range of elective graduate level subjects, or two subjects and a dissertation equivalent in value to two semester subjects. There is considerable choice in the approved electives, and students are advised to consult the course convener. Students may find that they need to complete additional subjects to satisfy the course awards for particular specialisations.

Students who successfully complete the ACT Enterprise Workshop Program or the Australian Rural Leadership Program qualify for two M level electives as status.

The Graduate Diplomas in Management Sciences, and Business Administration are subsumable within the Master of Business Administration degree course. The Graduate Diplomas in Marketing and in International Business are subsumable within the MBA Marketing specialisation.

MBA - Corporate Governance specialisation (118AB)

In addition to the subjects to be completed in (a) above, students are required to obtain 16 credit points from the following subjects:

003868 Corporate Governance M (4cp)

003920 Securities Regulation M (4cp)

004227 Business Dissertation M (8cp)

MBA - Finance specialisation (118AD)

In addition to the subjects to be completed in (a) above, students are required to obtain 16 credit points from four of the following subjects worth 4 credit points each:

004222 Accounting for Planning and Control MBA

003930 Financial Management in Government M

004140 International Finance MBA

004224 Portfolio Theory and Investment Analysis M

003920 Securities Regulation M

MBA - General Management (118AC)

The course is as set out in (a) and (b) above.

MBA - Information Systems specialisation (118AH)

In addition to the subjects to be completed in (a) above, students are required to obtain 16 credit points from the following subjects, at least 4 credit points of which must be at level M:

004673 Introduction to Information Systems Architectures G

004679 Introduction to Software Engineering, Systems Analysis and Design G

004676 Information Technology Workshop G

004780 Management Support Systems G

or an M level subject from the masters degree course in information technology,

or any other subject at level G, PG or M approved by the course convener.

MBA - Information Technology specialisation (118AG)

In addition to the subjects to be completed in (a) above, students are required to obtain 16 credit points from the following subjects, at least 4 credit points of which must be at level M:

004672 Computers and Programming G

either 004679 Introduction to Software Engineering, Systems Analysis and Design G

or 004677 Introduction to Database Systems G

004675 Information Technology Project G

004671 Computer Structures and Networks G

an M level subject from the masters degree course in information technology or any other at level G, PG or M approved by the course convener.

MBA - International Business specialisation (118AE)

In addition to the subjects to be completed in (a) above, students are required to obtain 16 credit points from the following subjects:

003937 International Business Environment M

004140 International Finance MBA

003939 International Marketing G

003941 International Trade Law M

MBA - Legal Studies specialisation (118AI)

In addition to the subjects to be completed in (a) above, students are required to obtain 16 credit points from any G or M level subjects offered by the School of Law, at least 4 credit points of which must be at level M.

MBA - Marketing specialisation (118AF)

In addition to the subjects to be completed in (a) above, students are required to obtain 16 credit points from four of the following subjects worth 4 credit points each:

004534 Consumer Behaviour G

003939 International Marketing G

004355 Marketing Law G

004585 Marketing Management M

003964 Marketing MBA

004484 Marketing Research Methods G

MBA - Public Sector Management specialisation (118 tba)

In addition to the subjects to be completed in (a) above (32 credit points), students are required to obtain 16 credit points from four of the following subjects with 4 credit points each:

005201 Competition and Contract Management M

003930 Financial management in Government M

005145 International and Comparative HRM M

003970 Organisational Design M

003974 Policy/Program Evaluation M

003977 Public Administration G

003980 Public Policy Analysis M

003981 Public Sector Management M

Status:

The Faculty will consider granting credit for equivalent MBA subjects from incomplete courses at other tertiary education institutions.

In the case of subjects which have been completed in undergraduate courses, Faculty policy is to recognise those which cover areas similar to MBA subjects but to require that students substitute other subjects 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 6D11 (02) 6201 2175

School of Economics and Marketing

Typical Full-time Course Structure:

Master of Business Administration

Semester 1	Semester 2
YEAR 1	
004220 Accounting MBA	004221 Business Finance MBA
002817 Organisational Behaviour G	003948 Law of Business Decisions M
003889 Quantitative Methods G	003969 Microeconomics MBA G
YEAR 2	
003908 Business Ethics M	003505 Strategic Management M
Masters Elective 1*	Masters Elective 3*
Masters Elective 2*	Masters Elective 4*

Typical Part-time Course Structure:

Master of Business Administration

Semester 1	Semester 2
YEAR 1	
004220 Accounting MBA	003948 Law of Business Decisions M
003889 Quantitative Methods G	003969 Microeconomics MBA G
YEAR 2	
002817 Organisational Behaviour G	004221 Business Finance MBA
Masters Elective 1*	Masters Elective 2*
YEAR 3	
003908 Business Ethics M	004223 Strategic Management M
Masters Elective 3*	Masters Elective 4*

*Masters Electives

004222 Accounting for Planning and Control MBA

003901 Advanced Corporation Law M

003897 Advanced Taxation PG1

004227 Business Dissertation M

003876 Commercial Law M1

003877 Commercial Law M2

003878 Commercial Law M3

004534 Consumer Behaviour G

003868 Corporate Governance M

003887 Corporate Planning Techniques M

003930 Financial Management in Government M

003931 Human Resource Management M

003935 Industrial Relations M

003937 International Business Environment M

003937 International Finance MBA

003939 International Marketing G

003941 International Trade Law M

004355 Marketing Law G

003964 Marketing MBA

004585 Marketing Management M

004484 Marketing Research Methods G

004224 Portfolio Theory and Investment Analysis M

003934 Restrictive Trade Practices Law M

003920 Securities Regulation M

004161 Value Management MBA

003915 Women and Organisations G

Degree of Master of Corporate Law (by research) (255AA)

The course seeks to provide a research-based masters degree in the broad area of corporate law. The degree may be taken 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 four graduate level subjects. 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 four such masters (M) level subjects in law may be taken. Where four subjects are taken, the length of the dissertation will be reduced accordingly. Students are urged to undertake the year-long subject 004510 Advanced Legal Research and Writing M (8 credit points).

Intending students should note that there may be some variation to these course requirements. Further information is available from the course convener.

Course Convener:

Mrs Keturah Whitford 6C41 (02) 6201 5771

School of Law

Degree of Master of Defence Studies (447AA)

Special admission arrangements are in place for this course.

Enquiries:

Mr James Hanratty (02) 6201 2175

Fax (02 6201 2140

Email: jrh@management.canberra.edu.au

Degree of Master of Employment Relations (by coursework) (326AA)

This course is designed for people involved in all aspects of employment relations and who desire to enhance their career advancement by undertaking advanced study in various aspects of employment relations. The program builds on the work completed in the Graduate Diploma in Employment Relations.

Course Duration:

1 year full-time or equivalent part-time after completion of graduate level studies in employment relations.

Admission Requirements:

Normally students entering this course will have completed the requirements for the award of a Graduate Diploma in Employment Relations or in Human Resource Management or in Industrial Relations at the University of Canberra. Applicants with equivalent graduate level qualifications in the area of employment relations from the University of Canberra or another tertiary institution may also seek entry into the course.

Course Requirements:

Completion of 24 credit points following a graduate diploma of 24 credit points. There are two possible modes of study for the course:

(a) Two 4 credit point subjects and a dissertation worth 16 credit points.

or

(b) Four 4 credit points subjects and a research project dissertation worth 8 credit points.

Coursework component

Core subjects (to be completed by all students)

004520 Research Methods M

004513 Issues in Workforce Management M

Students may undertake a *substitute* M level subject in an area related to employment relations with the agreement of the course convener.

Optional Subjects

003931 Human Resource Management M

005145 International and Comparative HRM M

Another M level subject in an area related to employment relations may be substituted with the approval of the course convener.

Research Dissertation

Students proceeding by option (a) will complete a 16 credit point research dissertation of up to 40,000 words on a topic approved by the course convener.

Alternatively, they will complete an 8 credit point dissertation of up to 20,000 words on a topic approved by the course convener.

Generally, students will be expected to begin work on their 16 credit point dissertation in the second semester of their candidacy. These students should enrol in the appropriate subject, either 004535 Employment Relations Dissertation M : FT or 004545 Employment Relations Dissertation M : PT. Students completing an 8 credit point dissertation will enrol in the subject 005184 Employment Relations Project M at a time to be negotiated with the course convener.

Course Convener:

Dr Anne Junor 6D3 (02) 6201 2583

School of Administrative Studies

Degree of Master of Human Resource Management (by coursework) (448AA)

This course is only delivered offshore to international students through partner institutions.

Enquiries: Professor Mark Turner, telephone (02) 6201 2735

Degree of Master of International Business (by coursework) (353AA)

This course is intended for those graduates who require training in the major business disciplines as well as those specifically associated with international trade and practice. The Faculty of Management has a strong presence in international disciplines, and staff members regularly engage in consulting activities abroad.

The first year of the program is designed to provide the core business management skills required by all business managers and to provide the foundation for more advanced studies in second year. The second year concentrates on international aspects of trade and finance.

The graduate diploma course in international business is subsumable within this masters degree course.

Course Duration:

2 years full-time or equivalent part-time, maximum 4 years.

Admission Requirements:

Applicants must hold a first degree from an approved tertiary institution. No work experience is required. In certain circumstances, the University may admit students who have a mix of formal studies and work experience even though they lack a first degree.

Course Requirements:

At least 48 credit points comprising:

(a) 40 credit points from ten subjects (4 credit points each) chosen from

003939 International Marketing G

005202 Management Theory and Practice G

003962 Marketing G

One of the following two subjects:

either: 003967 Microeconomics G

or: 003924 Economics for Managers G

003889 Quantitative Methods G

One of the following two subjects:

either: 004221 Business Finance MBA

or: 003885 Finance M1

003897 Corporate Planning Techniques M

003937 International Business Environment M

004140 International Finance MBA

003941 International Trade Law M

(b) 8 credit points from two of the following subjects (4 credit points each)

003922 Development Economics G

003923 Development Management G

003921 Development Administration M

or any other G or M level subjects approved by the course convener.

Course Advice:

Students may consult the course convener.

Course Convener:

Mr James Hanratty 6D11 (02) 6201 2175

School of Economics and Marketing

Typical Full-time Course Structure:

Master of International Business

Semester 1	Semester 2
YEAR 1	
005202 Management Theory and Practice G	004221 Business Finance MBA
003924 Economics for Managers G*	*or* 003885 Finance M1
003889 Quantitative Methods G	Elective
YEAR 2	
004140 International Finance MBA	003937 International Business Environment M
003939 International Marketing G	003941 International Trade Law M
Elective	003887 Corporate Planning Techniques M

* Students wishing to pursue further studies in economics are advised to substitute 003969 Microeconomics MBA G.

Degree of Master of International Finance (by coursework) (459AA)

This course is designed for students who intend to work in a banking and/or finance environment with an international focus either in the public or private sectors. The course consists of core subject in accounting, economics, law, finance and management. It articulates into the Master of Business Administration and the Master of International Business.

Course Duration:

4 semesters or 3 semesters and a summer program full-time; equivalent part-time.

Admission Requirements:

Applicants should 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. There is no work experience requirements.

Course Requirements:

Students must complete 48 credit points, consisting of:

(a) 40 credit points from the following subjects

004220 Accounting MBA

One of the following two subjects:

000751 Microeconomics G

or 003924 Economics for Managers G

005202 Management Theory and Practice G

or 003971 Organisational Behaviour G

003948 Law of Business Decisions M

003889 Quantitative Methods G

004221 Business Finance MBA

003937 International Finance MBA

005128 International Banking M

005129 Global Financial Markets M

004224 Portfolio Theory and Investment Analysis M

(b) 8 credit points from two electives selected from the list of masters electives currently approved for the MBA.

Students who have studied any of these subjects in another award may be exempted these subjects and with the approval of the course convener, substitute other relevant subjects.

Course Advice:

Students should consult the course convener.

Course Convener:

Mairead O'Brien 6C23 (02) 6201 2685

School of Accounting, Banking and Finance

Typical Full-time Course Structure:

Master of International Finance (by coursework)

Semester 1	Semester 2
YEAR 1	
004220 Accounting MBA	003948 Law of Business Decisions M *either*
003924 Economics for Managers G	005202 Management Theory and Practice G *or*
003889 Quantitative Methods G	003971 Organisational Behaviour G
	004221 Business Finance MBA
YEAR 2	
005129 Global Financial Markets M	005128 International Banking M
004224 Portfolio Theory & Investment Analysis M	003937 International Finance MBA
Elective	Elective

Students beginning this course in Semester 1 may complete the degree in 16 months by completing two subjects in our summer program and four subjects in their second or final semester. A completion time of 16 months may also be possible for students beginning their course in Semester 2 or in the summer program, but this should be checked in advance with the course convener.

Degree of Master of Laws (by coursework) (303AA)

The course provides 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 Bachelor of Laws degree. 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 law graduates or the holders of equivalent qualifications. 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 graduates may be granted advanced standing for up to six graduate (G) level subjects (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 subjects and up to 24 credit points from masters level subjects as follows:

(i) Up to 24 credit points from the following graduate level subjects:

003894 Administrative Law G

003898 Advanced Administrative Law G

003900 Advanced Corporation Law G

003896 Advanced Revenue Law G

003909 Civil Rights G

003913 Concepts and Elements of Law G

003912 Constitutional Law G

004644 Employment Discrimination and the Law G

003928 Family Law G

003936 Injury and Safety Law G

003940 International Trade Law G

003946 Labour Law G

003949 Law of Business Transactions G

003950 Law of Communications G

003870 Law G1 : Introduction to Law

003871 Law G2 : Contract

003872 Law G3 : Business Transactions

003873 Law G4 : Corporations

003874 Law G5 : Taxation

003875 Law G6 : Administrative Law

003955 Legislative Processes G

003973 Planning and Environmental Law G

003976 Property Law G

003914 Trade Practices Law G

(ii) At least 16 credit points from one or more of the following masters subjects:

003899 Advanced Administrative Law M

003901 Advanced Corporation Law M

003904 Advanced Taxation Law M

003908 Business Ethics M

003877 Commercial Law M2

003878 Commercial Law M3

003867 Corporate Crime M

003868 Corporate Governance M

003919 Criminology M

003941 International Trade Law M

003948 Law of Business Decisions M

003934 Restrictive Trade Practices M

003920 Securities Regulation M

(iii) Master of Laws Dissertation. An 8 credit point dissertation subject in an approved area.

Course Structure:

Details are available from the course convener.

Course Convener:

Mrs Keturah Whitford 6C41 (02) 6201 5771

School of Law

Degree of Master of Professional Accountancy (by coursework) (311AA)

The objectives of the course are:

(a) to provide graduate students with an education designed to expand their conceptual and vocational skills and to equip them for employment as accountants in commerce, government, industry and public practice;

(b) to provide graduates with the educational preparation required for entry to the professional accounting bodies;

(c) to provide an educational base which will facilitate career transition from a range of undergraduate specialisations to accounting and management, and

(d) 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 Professional Accounting will be eligible for admission to the masters degree course.

Advanced Standing and Exemptions:

Where a student has already undertaken an equivalent subject (or other approved body of study) to any of the compulsory subjects, they should undertake such other relevant masters level subjects 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, additional subjects from the group of approved electives must be completed so that the total number of subjects 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 subjects. No advanced standing will be granted for the subject 004527 Accounting Theory M.

Course Requirements:

At least 48 credit points, from 9 required subjects worth 4 credit points each, and 3 elective subjects worth 4 credit points each chosen from an approved list.

(Note: Through appropriate choice of electives, the course can satisfy the academic requirements of the two professional accounting bodies).

Required Subjects:

003879 Accounting M1

003880 Accounting M2

003881 Accounting M3

003882 Accounting M4

003883 Accounting M5

003885 Finance M1

004527 Accounting Theory M

003876 Commercial Law M1

003877 Commercial Law M2

Elective Subjects:

003878 Commercial Law M3, and

Elective M1 (from 003924 Economics for Managers G, 003889 Quantitative Methods G, 005026 Accounting Information Systems M)

Elective M2 (from 003924 Economics for Managers G, 003889 Quantitative Methods G, 005026 Accounting Information Systems M)

or other approved elective, depending on the student's background.

Approved Electives:

004222 Accounting for Planning and Control MBA

005026 Accounting Information Systems M

003878 Commercial Law M3

003960 Management and Organisational Analysis G

003924 Economics for Managers G

004224 Portfolio Theory and Investment Analysis M

003889 Quantitative Methods G

004223 Strategic Management M

Course Convener:

Professor Brian Andrew 6C16 (02) 6201 2715

School of Accounting, Banking and Finance

Degree of Master of Public Administration (by coursework) (133AA)

The Master of Public Administration course is based mainly on coursework and is usually taught by Faculty staff members, supplemented where necessary by visiting lecturers. The course is presented in a combination of lectures, seminars and workshops.

The 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 public administration, economics, financial management, human resource management, policy analysis, politics, organisational analysis and industrial relations. Information technology is now a part of the curriculum.

The aim of the course is to provide graduates with the knowledge and skills required in major areas of public management. Candidates 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 will also study contemporary issues in managing the changing public sector, and are expected to be able to relate course material to their work-place situations.

The Master of Public Administration course is designed for three types of students:

(a) Persons already employed by the ACT, State and Commonwealth governments who wish to advance to more senior levels within their services. For policy analysts the course offers both public policy and managerial contexts.

(b) Persons from outside government who are seeking either to enter the public sector or to acquire a fuller understanding of public management and policy.

(c) Persons from other countries seeking a postgraduate 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 in their chosen topic of study.

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:

At least 48 credit points as set out below; refer to the typical course structure.

In the first full-time (or equivalent part-time) year, students are required to complete:

24 credit points obtained from six graduate (G) level subjects, including three required subjects. The other elective subjects 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 subject, 003981 Public Sector Management M, and

three M level subjects plus a two subject equivalent dissertation,

or: four M level subjects plus a one subject research essay

or: five M level subjects.

Status:

The Faculty will consider granting status for equivalent MPA subjects from courses at other tertiary institutions. Applications for status should be addressed to University of Canberra Student Administration.

Specialisations:

Specific groups of elective subjects may be organised into specialisations; examples are given below.

Course Convener:

Dr Jenny Slewart 6D35 (02) 6201 2187

School of Administrative Studies

Typical Full-time Course Structure:

Master of Public Administration

Semester 1	Semester 2
YEAR 1	
005202 Management Theory and Practice G	003977 Public Administration G
003942 Introduction to Planning and Policy G	Graduate Elective 2
Graduate Elective 1	Graduate Elective 3
YEAR 2	
003981 Public Sector Management M	Masters Elective 3
Masters Elective 1	004210 Administration Research Essay M
Masters Elective 2	and Masters Elective 4
or 004209 Administrative Dissertation M	
or Masters Elective 5	

Typical Part-time Course Structure:

Master of Public Administration

Semester 1	Semester 2
YEAR 1	
005202 Management Theory and Practice G	003977 Public Administration G
003942 Introduction to Planning and Policy G	Graduate Elective 1
YEAR 2	
Graduate Elective 2	Masters Elective 1
Graduate Elective 3	Masters Elective 2
YEAR 3	
003981 Public Sector Management M	004210 Administration Research Essay M
Masters Elective 3	and Masters Elective 4
	or 004209 Administrative Dissertation M
or Masters Elective 5	

Electives:

Specific groups of elective subjects may be organised into specialisations. The following illustrates some of the possibilities:

Development Administration

003922 Development Economics G

003923 Development Management G

003924 Economics for Managers G

005027 Issues in Asia-Pacific Management M

003970 Organisation Design M

003978 Public Enterprise M

Government

003929 Financial Management G

003947 Law in Administration G

003977 Public Administration G

003930 Financial Management in Government G

003970 Organisation Design M

003980 Public Policy Analysis M

Human Resource Management

005200 Human Resource Management G

003932 Industrial Relations G

003959 Managing Individual & Organisational Change G

003971 Organisational Behaviour G

003931 Human Resource Management M

003972 Organisational Culture M

Management

003924 Economics for Managers G

003929 Financial Management G

003959 Managing Individual & Organisational Change G

005027 Issues in Asia-Pacific Management M

003970 Organisation Design M

004223 Strategic Management M

Public Policy

003924 Economics for Managers G

003942 Introduction to Planning and Policy G

003930 Financial Management in Government M

003974 Policy/Program Evaluation M

003980 Public Policy Analysis M

Degree of Doctor of Business Administration (325AA)

The professional doctorate course in business administration seeks to provide opportunities for advanced study and reflection on practice in the professional fields of economics, accountancy, finance and related fields. Such opportunities are to be provided for professionals of standing in a relevant profession who will be able to draw upon their professional experience and expertise and to extend this experience and expertise.

The Doctor of Business Administration course will allow students to develop relevant research skills through a carefully designed program supplemented by a dissertation and relevant choice of electives.

The objectives of the Doctor of Business Administration course are to enable practitioners to extend and build upon their professional experience through:

(a) development of research, writing and analysis skills which enable students to produce a dissertation which constitutes an original and significant contribution to the relevant literature and/or to professional practice;

(b) coursework undertaken in specific subjects;

(c) preparation of a substantial dissertation which adds to our existing knowledge and constitutes an in-depth investigation and analysis of a particular professional issue or set of issues; and

(d) bridging the gap between theory and practice by developing closer links between the University and senior professionals in fields associated with business, economics and related disciplines.

Admission Requirements:

Before a candidate is admitted to the Doctor of Business Administration program by the University Higher Degrees Committee, the Faculty must be satisfied that it is able to supervise the candidate's proposed dissertation and that the candidate satisfies the following admission requirements:

(a) holds a bachelor degree in a relevant field which is of sufficient quality to gain entry into an honours program;

(b) has five years of professional practice in a relevant area;

(c) provides evidence of capacity for specialised coursework at the doctoral level and relevant professional development; and

(d) provides evidence of superior professional performance both intellectually and technically.

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 5 years full-time, or equivalent part-time.

Advanced Standing:

Advanced standing, up to a value of 16 credit points, may be given for coursework subjects done previously and at the equivalent level of study, but not for the subject 004525 Preliminary Professional Project M.

Course Structure:

The course structure for the professional doctorate is comprised of two parts:

(i) completion of masters level coursework subjects (24 credit points) equivalent to one year of full-time study. This includes three compulsory subjects: 004526 Research Methodology (4 credit points), 004522 Business Research Methods (4 credit points), 004525 Preliminary Professional Project (8 credit points) and two electives (8 credit points);

(ii) completion of a dissertation of about 60,000 words comprising the equivalent of two years full-time and amounting to 48 credit points.

Academic and Research Structures:

Supervision of dissertations is undertaken by staff associated with the School of Accounting and Finance and the School of Economics, Banking and Marketing. There are currently two full-time professors who will be able to supervise students, together with a number of staff who hold PhD degrees and have substantial research records. A number of other staff who have substantial research records and professional experience will also be able to contribute to the supervision of Doctor of Business Administration students, either as primary or as secondary supervisors. See also `Library Facilities for Doctoral Students' in the General section of the Faculty's entry.

Course Convener:

Professor Brian Andrew 6C15 (02) 6201 5153

School of Accounting, Banking and Finance

Degree of Doctor of Legal Science (323AA)

The professional doctorate course in legal science seeks to provide opportunities for advanced study and reflection on practice in the professional field of law. Such opportunities are to be provided for professionals of standing in the legal profession who will be able to draw upon their professional experience and expertise and to extend this experience and expertise.

The School of Law has particular teaching and research strengths in the areas of corporate, business and taxation law, although the course will allow students to focus upon a range of areas.

The objectives of the course are to enable legal practitioners to extend and build upon their professional experience through:

(a) the development of legal research, writing and analysis skills which enable students to produce a dissertation which constitutes an original and significant contribution to legal literature;

(b) coursework undertaken in specific subjects;

(c) completion of the research subject 004510 Advanced Legal Research and Writing M;

(d) the preparation of a substantial dissertation which adds to our existing legal knowledge and constitutes an in-depth investigation and analysis of particular legal issue or set of issues; and

(e) bridging the gap between theory and practice by developing closer links between the University and senior professionals in fields associated with law and related disciplines.

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 5 years full-time, or equivalent part-time.

Admission Requirements:

Before a candidate will be admitted to the Doctor of Legal Science program by the University Higher Degrees Committee, the Faculty must be satisfied that it is able to supervise the candidate's proposed dissertation and that the candidate satisfies the following admission requirements:

(a) possesses a bachelor degree in law or an equivalent qualification;

(b) has five years of professional practice in a legal area;

(c) can provide evidence of capacity for specialised coursework at the doctoral level and relevant professional development; and

(d) can provide evidence of superior legal professional performance both intellectually and technically.

Course Structure:

The course structure for the professional doctorate in law is comprised of two parts:

(i) completion of the equivalent of six masters level coursework subjects (24 credit points) equivalent to one year of full-time study. This includes a compulsory year-long subject in 004510 Advanced Legal Research and Writing M (8 credit points). Advanced standing, up to a value of 16 credit points, may be given for subjects done previously and at the equivalent level of study;

(ii) completion of a dissertation of about 60,000 words comprising the equivalent of two years full-time study and amounting to 48 credit points.

Academic and Research Structures:

Supervision of dissertations is undertaken by staff associated with the School of Law. There are currently two full-time professors of law as well as other suitably qualified law staff who will be able to supervise students. The appointment of two adjunct professors of law by the University and an honorary professor of taxation law has further augmented the ability of the School of Law to provide supervision for dissertations. A number of other staff will also be able to contribute to the supervision of professional doctorate students, either as primary or as secondary supervisors. See also `Library Facilities for Doctoral Students' in the General section of the Faculty's entry.

Course Convener:

Professor Roman Tomasic 6C42 (02) 6201 5783

School of Law

Degree of Doctor of Public Administration (324AA)

The professional doctorate program in public administration provides opportunities for advanced study and reflection on theory and practice in the professional field of public administration. These opportunities are provided for professionals of standing in public administration who will be able to draw on and extend their professional experience and expertise. The program is a combination of coursework and research dissertation.

Course Duration:

Candidature may be undertaken on a full-time or part-time basis. The maximum period of candidature is five years full-time or its part-time equivalent.

Admission Requirements:

Admission to candidature may be granted to applicants holding a degree of bachelor with honours (or its equivalent) in a relevant professional field and five years professional practice in public administration following a first degree. Candidates should also demonstrate the capacity to undertake specialised study at doctoral level and superior professional performance both intellectually and professionally.

Course Structure:

The course structure for the professional doctorate in public administration is comprised of two parts:

(i) six postgraduate (masters level) coursework subjects equivalent to one year of full-time study and amounting to 24 credit points. These subjects are of two types: one specially designed compulsory subject; four existing masters level subjects in public administration.

(ii) a dissertation of approximately 60,000 words, equivalent to two years of full-time study and amounting to 48 credit points.

Academic and Research Structure:

The School of Administrative Studies in the Faculty of Management has a long-standing reputation both in Australia and overseas as a centre of research excellence in public administration. The Faculty is also the location of the active and productive Centre for Research in Public Sector Management (CRPSM). Members of the Faculty and CRPSM pursue a range of research and consultancy specialisations and have experience both in Australia and overseas. Canberra also boasts excellent library facilities while its position as the centre for the Commonwealth government is an added advantage for students of public administration. See also `Library Facilities for Doctoral Students' in the General section of the Faculty's entry.

Course Convener:

Professor John Halligan 6D4 (02) 6201 2725

School of Administrative Studies

Degree of Doctor of Philosophy

- Corporate Law Specialisation (244AA)
- Public Sector Management Specialisation (244AB)

The Faculty offers PhD program in the fields of corporate law and public sector management.

Corporate Law Specialisation (244AA)

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 period of candidature is three years of full-time study, or part-time equivalent. The maximum period 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 Committee, the Faculty must be satisfied 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 subject 004098 Doctoral Thesis in Corporate Law D (full-time) or 004099 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, comparative legal theory or legal policy dimension. Some limited research support is available to candidates from the National Centre for Corporate Law and Policy 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. See also `Library Facilities for Doctoral Students' in the General section of the Faculty's entry.

Course Convener:

Professor Roman Tomasic 6C42 (02) 6201 5783.

School of Law

Public Sector Management Specialisation (244AB)

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 5 years full-time, or equivalent part-time.

Admission Requirements:

Admission to candidature may be granted to students holding a bachelor degree with first class or upper second class honours, a masters 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 subjects if these are appropriate. Students enrol in the subject 004106 Doctoral Thesis in Public Sector Management D (full-time) or 004107 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 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 have doctoral candidates currently researching urbanisation and housing policy in Tanzania, foreign aid policy in Thailand and public sector management in Nauru.

Course Convener:

Professor John Halligan 6D4 (02) 6201 2725

School of Administrative Studies

Faculty of Management & Law - Contents

- General Information
  - Australian Centre for Regional and Local Government Studies
  - Professional Management Programs
- Degree of Bachelor of Applied Economics (278AA)
- Degree of Bachelor of Business Administration (444AA)
- Degree of Bachelor of Commerce in Accounting (345AA)
- Degree of Bachelor of Commerce in Banking and Finance (395AA)
- Degree of Bachelor of Laws (349AB)
- Degree of Bachelor of Laws (349AA)
- (Graduate Bachelor Degree)
- Degree of Bachelor of Management (394AA)
- Degree of Bachelor of Social Sciences (396AA)
- Degree of Bachelor of Applied Economics/Degree of Bachelor of Commerce in Accounting (417AA)
- Degree of Bachelor of Applied Economics/Degree of Bachelor of Commerce in Banking and Finance (418AA)
- Degree of Bachelor of Applied Economics/Degree of Bachelor of Laws (416AA)
- Degree of Bachelor of Applied Economics/Degree of Bachelor of Management (419AA)
- Degree of Bachelor of Applied Economics/Degree of Bachelor of Social Sciences (420AA)
- Degree of Bachelor of Business Administration/Degree of Bachelor of Applied Economics (454AA)
- Degree of Bachelor of Business Administration/Degree of Bachelor of Commerce in Accounting (452AA)
- Degree of Bachelor of Business Administration/Degree of Bachelor of Commerce in Banking and Finance (451AA)
- Degree of Bachelor of Business Administration/Degree of Bachelor of Laws (443AA)
- Degree of Bachelor of Business Administration/Degree of Bachelor of Management (453AA)
- Degree of Bachelor of Commerce in Accounting/Degree of Bachelor of Laws (414AA)
- Degree of Bachelor of Commerce in Banking and Finance/Degree of Bachelor of Laws (415AA)
- Degree of Bachelor of Management/Degree of Bachelor of Laws (412AA)
- Degree of Bachelor of Social Sciences/Degree of Bachelor of Laws (413AA)
- Graduate Certificate in Accountancy (449AA)
- Graduate Certificate in Business Administration (461AA)
- Graduate Certificate in Management Studies (424AB)
- Graduate Certificate in Marketing (460AA)
- Graduate Certificate in Regional and Local Government Management (347AA)
- Graduate Diploma in Administration (053AA)
- Graduate Diploma in Applied Economics (090AA)
- Graduate Diploma in Business Administration (462AA)
- Graduate Diploma in Employment Relations (328AA)
- Graduate Diploma in International Business (354AA)
- Graduate Diploma in Legal Studies (018AA)
- Graduate Diploma in Management Sciences (346AA)
- Graduate Diploma in Marketing (279AA)
- Graduate Diploma in Professional Accountancy (450AA)
- Degree of Master of Arts in Administration (by research) (049AA)
- Degree of Master of Business Administration (by coursework) (118)
  - MBA - Corporate Governance specialisation (118AB)
  - MBA - Finance specialisation (118AD)
  - MBA - General Management (118AC)
  - MBA - Information Systems specialisation (118AH)
  - MBA - Information Technology specialisation (118AG)
  - MBA - International Business specialisation (118AE)
  - MBA - Legal Studies specialisation (118AI)
  - MBA - Marketing specialisation (118AF)
  - MBA - Public Sector Management specialisation (118 tba)
- Degree of Master of Corporate Law (by research) (255AA)
- Degree of Master of Defence Studies (447AA)
- Degree of Master of Employment Relations (by coursework) (326AA)
- Degree of Master of Human Resource Management (by coursework) (448AA)
- Degree of Master of International Business (by coursework) (353AA)
- Degree of Master of International Finance (by coursework) (459AA)
- Degree of Master of Laws (by coursework) (303AA)
- Degree of Master of Professional Accountancy (by coursework) (311AA)
- Degree of Master of Public Administration (by coursework) (133AA)
- Degree of Doctor of Business Administration (325AA)
- Degree of Doctor of Legal Science (323AA)
- Degree of Doctor of Public Administration (324AA)
- Degree of Doctor of Philosophy
  - Corporate Law Specialisation (244AA)
  - Public Sector Management Specialisation (244AB)

Apparel Major, A School

Art Studio
Ceramics
Digital Photography
Digital Photo Production
Digital Photo Production Advanced
Graphic Design
Illustration
Jewelry
Painting
Photography
Printmaking
Sculpture
Ceramic Glazes
Ceramic Glazes Advanced
Ceramic Glazes Expert
Ceramic Glazes Master
Ceramics Advanced
Ceramics Expert
Ceramics Master
Ceramics Studio
Ceramics Studio Advanced
Ceramics Studio Expert
Ceramics Studio Master
Digital Photo Production Editorial/Fine Tuning
Digital Photo Production Retouching
Digital Photo Production Advanced Retouching
Digital Photo Production Expert Retouching
Digital Photo Production Master Retouching
Jewelry Advanced
Jewelry Expert
Jewelry Master
Painting Advanced
Painting Expert
Painting Master
Photography Advanced
Photography Expert
Photography Master
Sculpture Advanced
Sculpture Expert
Sculpture Master
Apparel Design
Apparel Design Advanced
Apparel Design Expert
Apparel Design Master
Apparel Design Studio
Apparel Design Studio Advanced
Apparel Design Studio Expert
Apparel Design Studio Master
Apparel Design Studio Production
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Apparel Design Studio Production Pattern Making
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working on projects with a multi-arts focus. The two compulsory subjects can only be undertaken after the first four subjects have been completed.

004810 The Arts and Technology

004779 Creative Processes in the Arts

One of the following six choices:

The following four subjects offered by UC

004254 Introduction to Media

004277 Media Representation and Analysis

004652 Media Production 1

004653 Media Production 2

The following four subjects offered by UC

004611 Design Culture A

004613 Graphic Design 1

004957 Design Culture B

004958 Design Culture C

The following three subjects offered by UC

004610 Design Communication Skills

004966 Graphic Design Techniques 2.1

004967 Graphic Design Techniques 2.2

Four subjects in Drama (Faculty of Arts, ANU) Two subjects of Instrument and two subjects of Musicianship(by arrangement with the Canberra School of Music, ANU) Four subjects of Visual Arts (by arrangement with the Canberra School of Art, ANU)

Financial Management

22 credit points, School of Accounting, Banking and Finance

004824 Accounting and Finance 1A

004825 Accounting and Finance 1B

004839 Financial Management 1

004840 Financial Management 2

003639 Financial Institutions and Markets

003393 International Finance

Freshwater Ecology

22 credit points, School of Resource, Environmental and Heritage Sciences

001516 Chemistry 1A

001809 Data Analysis in Science

004890 Catchment Processes

One of the following three subjects*:

004889 Australian Soils

004910 Quantitative Ecology 1

004897 Ecochemistry 1

and

004918 Water Science

*Choice of subject will be dictated by the second major or the minor a student selects.

Graphic Communication

22 credit points, School of Environmental Design

004610 Design Communication Skills

004966 Graphic Design Techniques 2.1

004967 Graphic Design Techniques 2.2

004968 Graphic Design Techniques 3.1

004987 Special Study in Environmental Design

Health Promotion

22 credit points, School of Professional and Community Education

Health Promotion is designed to develop reflective practitioners who through their critical awareness, integral vision and mindful practices, can contribute creatively to the promotion of health in rapidly changing health arenas.

004925 Foundations of Health Promotion

004924 Towards an Integral Science of Health

004923 Explorations of Healing

004926 Health Status, Settings and Systems

004922 Ethical and Professional Issues in Contemporary Society

004931 Methods of Inquiry in Professional and Community Education

Human Biology

22 credit points, School of Human and Biomedical Sciences

000483 Concepts in Biology

003071 Human Physiology and Anatomy 1

004738 Human Physiology and Anatomy 2

001562 Genetics

004142 Human Physiology and Anatomy 3

004322 Human Physiology and Anatomy 4

Human Biological Sciences

22 credit points, School of Teacher Education

This major is intended for students with an interest in physical education, and is particularly appropriate for students enrolled in the secondary physical education course.

000880 Functional Anatomy

003071 Human Physiology and Anatomy 1

004745 Neuroanatomy and Motor Control

004747 Physiology of Exercise

004144 Nutritional Science

004178 Sports Medicine

Human Movement Sciences

22 credit points, School of Teacher Education

This major is intended for students with an interest in physical education, and is particularly appropriate for students enrolled in the secondary physical education course.

004806 Personal Development, Health and Physical Education

004784 Health and Movement Education

004728 Biomechanics

004800 Performance Studies in Physical Education

004807 Principles and Practice in Health and Movement Education

Human Nutrition

22 credit points, School of Human and Biomedical Sciences

000483 Concepts in Biology

003071 Human Physiology and Anatomy 1

004738 Human Physiology and Anatomy 2

004734 Food and Consumer Science

004144 Nutritional Science

003315 Food, Nutrition and Society

Inclusive Education

22 credit points, School of Teacher Education

Inclusive education implies that all teachers work with students with complex developmental, education, behavioural and emotional needs. Curriculum and teaching approaches need to be appropriate for all. This major prepares teachers for these realities.

004919 Advocacy in Inclusive Communities

004792 Introduction to Developmental Learning and Behavioural Difficulties

004797 Mathematics and Learning Difficulties

004920 Disability, Handicap and Society

004795 Literacy and Learning Difficulties

004931 Methods of Inquiry in Professional and Community Education

Information and Records Management

22 credit points, School of Information Management and Tourism

This major is designed to develop your ability to manage all aspects of electronic and paper-based records.

003757 Information and Records Management

004492 Information Management Planning

003763 Information Analysis

003758 Information Retrieval

003752 Management of Archives

004646 Electronic Records Management

Japanese Language

22 credit points, School of Languages and International Education

Japanese taken as an elective major/minor complements professional skills attained through any UC degree. Opportunities for study in Japan at partner universities are also available.

004865 Japanese 1A: Language and Culture

004866 Japanese 1B: Language and Culture

004867 Japanese Language 2

004868 Japanese Language 3

Land Information Systems

22 credit points, School of Resource, Environmental and Heritage Sciences

The Land Information Systems major is intended to produce practitioners skilled in the use of various types of data obtained by earth observation systems and terrestrial surveys. The processing of satellite images and mapping using GIS techniques is a fundamental part of this major.

001809 Data Analysis in Science

000959 Dynamic Earth

004915 Resource Information Systems

One of the following two subjects:

004890 Catchment Processes

004912 Regolith Studies

004902 Geographic Information Systems

One of the following two subjects:

004909 Professional Practice in Resource and Environmental Science

004913 Remote Sensing

Land Management

22 credit points, School of Resource, Environmental and Heritage Sciences

The Land Management major will prepare students to practice in the broad area of integrated, sustainable land management, providing them with skills and competencies in the assessment of land degradation and the implementation of suitable mitigation efforts which incorporate social, economic and ecological perspectives of land use.

000483 Concepts in Biology

003681 Landscape Processes

One of the following two subjects:

004889 Australian Soils

004915 Resource Information Systems

One of the following two subjects:

004890 Catchment Processes

004912 Regolith Studies

004905 Land Appraisal

Law

22 credit points, School of Law

004991 Law 1: Introduction to Law

004992 Law 2: Contracts (LLB)

004135 Law 3: Business Transactions (LLB)

004136 Law 4: Corporations Law (LLB)

004137 Law 5: Taxation (LLB)

004138 Law 6: Administrative Law (LLB)

Legal Studies

23 credit points, School of Law

000028 Concepts and Elements of Law

001610 Law of Business Transactions

000036 Administrative Law

000008 Civil Rights

000080 Family Law

002613 Labour Law

Library and Information Studies

22 credit points, School of Information Management and Tourism

This major can be widely applied and will develop your ability to use digital, networked and print based sources of information. It also focuses on developing those generic skills for which employers are seeking, such as project management, problem solving, team building and communication as well as critical thinking and analysis.

003385 Research Skills

001376 Information Provision

004328 Network Information Sources

003763 Information Analysis

003758 Information Retrieval

004850 Cataloguing

Literary Studies

22 credit points, School of Creative Communication and Culture Studies

This major focuses on the production, construction, and interpretation of text and aims to produce readers who can write well in personal and professional contexts.

000399 Literary Studies 1

004869 Literary Studies 2

004870 Literary Studies 3

004871 Literary Studies 4

004872 Literary Studies 5

004055 Literary Studies 6

Management

22 credit points, School of Administrative Studies

004207 Introduction to Management

004818 Organisational Behaviour

004820 Performance Management and Analysis

004822 Public Sector Management

004823 Strategic Management

004817 Issues in Contemporary Management

Management Accounting

22 credit points, School of Accounting, Banking and Finance

004824 Accounting and Finance 1A

004825 Accounting and Finance 1B

004827 Accounting and Finance 2B

004829 Accounting and Finance 3B

004839 Financial Management 1

002482 Issues in Small Business

Marketing

22 credit points, School of Economics and Marketing

One of the following two alternatives:

000034 Macroeconomics 1 and

000020 Microeconomics 1, *or*

003519 Economics 1A

000498 Marketing

002429 International Marketing

001989 Marketing Management

003965 Marketing Research Methods

Mathematical Structures

22 credit points, School of Mathematics and Statistics

004470 Computing Mathematics 1

004471 Computing Mathematics 2

004844 Mathematical Structures

004842 Coding Theory

003990 Perspectives

003991 Mathematical Perspectives B

Mathematics for Computing

22 credit points, School of Mathematics and Statistics

000577 Mathematical Methods

004120 Applied Statistics 1

004844 Mathematical Structures

004842 Mathematical Models

Specialisation subject as approved

004842 Coding Theory

Mathematics for Primary Education

21 credit points, School of Mathematics and Statistics

000577 Mathematical Methods

004120 Applied Statistics 1

004941 Introduction to Information Systems

004843 Mathematical Models

003990 Mathematical Perspectives A *and*

003991 Mathematical Perspectives B

Mathematics for Secondary Education

22 credit points, School of Mathematics and Statistics

004274 Mathematics 1/2

004844 Mathematical Structures

The following pair of subjects

005058 Linear Algebra *and*

005032 Numerical Analysis

003990 Mathematical Perspectives A *and*

003991 Mathematical Perspectives B

Multimedia

22 credit points, School of Environmental Design with School of Creative Communication and Culture Studies.

004254 Introduction to Media

004613 Graphic Design 1

One of the following two subjects:

003760 Desktop Publishing 1, or

004966 Graphic Design Techniques 2.1

004881 Multimedia Production

004873 Multimedia Management

004987 Special Study in Environmental Design

Note: this major is available only to continuing students who enrolled in it prior to 1999.

Nursing Studies

22 credit points, School of Nursing

One of the following two options

004762 Nursing 1: Health Promotion and Maintenance

or

004763 Nursing 2: Critical Thinking for Health Professionals *and*

003376 Nursing 3: Health, Culture and Society

and

004760 Ethics and Health Policy

004764 Nursing 5: Family Health

004761 Health Care and the Law

004767 Nursing 8: Research Methods

Office Management

22 credit points, School of Information Management and Tourism

This major provides students with practical and theoretical knowledge to manage people, information and resources in the workplace.

003766 Office Management 1/2

003751 Office Management 3/4

003779 Office Management 5

002590 Office Management 6

Physical Education (Early Childhood/Primary Teaching)

22 credit points, School of Teacher Education

004806 Personal Development, Health and Physical Education

001519 Introduction to Exercise Science

004745 Neuroanatomy and Motor Control

004800 Performance Studies in Physical Education

004807 Principles and Practice in Health and Movement Education

004741 Major Sports Event Management

Politics

22 credit points, School of Administrative Studies

004815 Introduction to Australian Politics

000675 Politics and Democracy

Four of the following eight subjects:

004814 Government at the Local Level

003498 Government Business Relations

000513 International Politics

004816 Introduction to Public Policy

004819 Parties and Elections

004080 Politics in Developing Nations

004821 Politics of Welfare

003588 Women, Politics and Public Policy

Note: Students who have demonstrated the capacity to produce work with a GPA of 6.0 or above may, with the approval of the Head of School, undertake the subject Legislative Internship to count as 8 credit points towards the Approved Major in Politics.

Quantitative Methods

22 credit points, School of Mathematics and Statistics

000577 Mathematical Methods

003539 Business Statistics 1

004843 Mathematical Models

004847 Quantitative Decision Making 1

004125 Business Statistics 2

004848 Quantitative Decision Making 2

Sociology

22 credit points, School of Administrative Studies

000715 Basic Sociology

000953 Social Research Methods

000716 Sociological Theory

Three of the following six subjects:

001666 Deviance and Crime

002431 Organisational Culture

001670 Social Inequality

002788 Sociology and Gender

000955 Sociology of Health

003431 Sociology of Work

Note: Students who have demonstrated the capacity to produce work with a GPA of 6.0 or above may, with the approval of the Head of School, undertake the subject Social Science Project to count as 8 credit points towards the Approved Major in Sociology.

Soil Science

22 credit points, School of Resource, Environmental and Heritage Sciences

The Soil Science major provides the knowledge, skills and attitudes necessary to practice as a soil surveyor, soil scientist or as a professional in environmental assessment and management.

001516 Chemistry 1A

003681 Landscape Processes

004889 Australian Soils

One of the following two subjects:

004890 Catchment Processes *or*

004912 Regolith Studies

004895 Earth Science Applications

Spanish Language

22 credit points, School of Languages and International Education

Spanish is an easy and useful language to learn which gives students great career opportunities in the fields of trade and commerce, international relations, tourism and teaching. It is an excellent elective major for any student but particularly for Arts, Communication, Education, Management, Business and Law students.

004874 Spanish 1A: Language and Culture

004875 Spanish 1B: Language and Culture

004876 Spanish Language 2

004877 Spanish Language 3

Sports Administration

22 credit points, School of Human and Biomedical Sciences

004748 Organisation and Policy in Sport

001354 Social Analysis of Sport

004739 Industrial Relations in Sport

005000 Planning and Process in Sport

003576 Sports Marketing

One of the following two subjects

004741 Major Sports Event Management

004752 Sponsorship and Fundraising in Sport

Sports Coaching

22 credit points, School of Human and Biomedical Sciences

000880 Functional Anatomy

001519 Introduction to Exercise Science

004745 Neuroanatomy and Motor Control

004750 Psychology of Sport

004728 Biomechanics

004747 Physiology of Exercise

Sustainable Development Economics

22 credit points, School of Economics and Marketing

One of the following two alternatives:

000034 Macroeconomics 1 and

000020 Microeconomics 1, *or*

003519 Economics 1A

003459 Development Administration

000892 Development Economics

000052 Environmental and Resource Economics

001359 Project Evaluation

Thai Language and Culture

22 credit points, School of Languages and International Education

The primary goal of the major is to develop students' Thai language communication skills so that they can apply them effectively in the Thai context. The second aim is to develop their cultural awareness of contemporary Thai society.

005069 Thai 1A: Language and Culture

005070 Thai 1B: Language and Culture

005071 Thai 2A: Language

005072 Thai 2B: Language

005073 Thai 3A: Language

005074 Thai 3B: Language

004494 Thai for Business or 4495 Thai for Tourism may be substituted for Thai 2A.

Tourism

22 credit points, School of Information Management and Tourism

The major is designed to develop student's educational background and requisite skills to manage tourism and visitor services and the people who work in the industry. It provides an integrated approach to managing tourism organisations, visitor services and tourism destinations.

003711 Introduction to Tourism

16cp from the following five subjects:

004200 Tourism Economics and Policy

003814 Tourism Marketing

003754 Hospitality Operations

004252 Convention and Festival Management

004448 Tour Guiding and Management

Vegetation and Wildlife Management

22 credit points, School of Resource, Environmental and Heritage Sciences

000483 Concepts in Biology

000623 Plants and Animals

One of the following two alternatives*:

004910 Quantitative Ecology 1 *and*

004911 Quantitative Ecology 2, or

004899 Ecology and Biodiversity 1 *and*

004900 Ecology and Biodiversity 2

and

004917 Vegetation and Wildlife Ecology

*Students in the Ecology and Environmental Science course are required to take Quantitative Ecology 1 and 2. Students in other courses *must* take Ecology and Biodiversity 1 and 2.

Women's Studies

22 credit points, School of Administrative Studies

Prerequisites: If the subjects Human Resource Management 2 or Employment Discrimination and the Law are selected other prerequisites apply.

000715 Basic Sociology

005025 Perspectives on Gender

Four of the following six subjects:

002617 Employment Discrimination and the Law

003488 Human Resource Management 2

002788 Sociology and Gender

001485 Women and Organisations

003588 Women, Politics and Public Policy

004934 Sexualities, Gender and Society

Workplace Writing and Technology

22 credit points, School of Information Management and Tourism

This major focuses on developing communication, technology and both paper-based and electronic publishing skills.

004493 Professional Communication Skills

003762 Communication Interface 1

003760 Desktop Publishing 1

003759 Desktop Publishing 2

004328 Network Information Sources

004879 Writing Project

Approved Minors & School

- Adult Education and Professional Development
- Advertising/Marketing Communication
- Applied Mathematics
- Applied Physics
- Applied Psychology: Clinical
- Applied Psychology: Experimental
- Applied Psychology: Social
- Applied Statistics
- Auditing
- Banking
- Biometry
- Broadcast Journalism
- Chinese Language
- Communication
- Communication Strategies for the Workplace
- Community Advocacy
- Computer Engineering
- Computer Information Systems
- Computer Programming
- Conservation of Cultural Materials
- Creative Writing
- Cultural Heritage Management
- Design Culture
- Design Environment
- Development Economics
- Earth Science
- Ecology
- Economics and Government
- Education
- Electronics
- Employment Relations
- Environmental Chemistry
- Environmental Economics
- Finance
- Financial Accounting
- General Business Law A: Business Transactions
- General Business Law B: Marketing
- General Business Law C: Corporations
- Graphic Communication
- Health Promotion
- Human Nutrition
- Human Resource Management
- Information and Records Management
- Japanese Language
- Labour Markets
- Land Information Systems
- Law A
- Law B
- Law C
- Legal Studies A: Labour Law
- Legal Studies B: Public Law
- Legal Studies C: Law and Society
- Literary Studies
- Macroeconomics
- Management Accounting
- Management A: Comparative Management
- Management B: Contemporary Management Approaches
- Management C: Public Sector Management
- Marketing
- Marketing
- Mathematical Structures
- Mathematics for Computing
- Mathematics for Secondary Education
- Media/Multimedia Production
- Microeconomics
- Multimedia
- Multimedia Management
- Nursing Studies
- Politics A: Comparative Politics
- Politics B: International Politics
- Politics C: Policy Studies
- Print Journalism
- Public Relations
- Public Sector Economics
- Quantitative Decision Making
- Quantitative Methods
- Research and Information Retrieval
- Resource and Environmental Management
- Sociology A: Inequality
- Sociology B: Issues in Modern Society
- Sociology C: Work Organisations and Society
- Soil Science
- Spanish Language
- Sports Administration
- Sports Administration Law
- Sports Coaching
- Technology in Publishing
- Thai Language and Culture
- Tourism
- Urban Systems
- Women's Studies

Adult Education and Professional Development	Professional and Community Education
Advertising/Marketing Communication	Professional Communication Studies
Applied Mathematics	Mathematics and Statistics
Applied Physics	Electronics, Engineering and Applied Physics
Applied Psychology: Clinical	Human and Biomedical Sciences
Applied Psychology: Experimental	Human and Biomedical Sciences
Applied Psychology: Social	Human and Biomedical Sciences
Applied Statistics	Mathematics and Statistics
Auditing	Accounting, Banking and Finance
Banking	Accounting, Banking and Finance
Biometry	Resource, Environmental and Heritage Sciences
Broadcast Journalism	Professional Communication Studies
Chinese Language	Languages and International Education
Communication	Professional Communication Studies
Communication Strategies for the Workplace	Information Management and Tourism
Community Advocacy	Professional and Community Education
Computer Engineering	Computing
Computer Information Systems	Computing
Computer Programming	Computing
Conservation of Cultural Materials	Resource, Environmental and Heritage Sciences
Creative Writing	Creative Communication and Culture Studies
Cultural Heritage Management	Resource, Environmental and Heritage Sciences
Design Culture	Environmental Design
Design Environment	Environmental Design
Development Economics	Economics and Marketing
Earth Science	Resource, Environmental and Heritage Sciences
Ecology	Resource, Environmental and Heritage Sciences
Economics and Government	Economics and Marketing
Education	Teacher Education
Electronics	Electronics, Engineering and Applied Physics
Employment Relations	Administrative Studies
Environmental Chemistry	Resource, Environmental and Heritage Sciences
Environmental Economics	Economics and Marketing
Finance	Accounting, Banking and Finance
Financial Accounting	Accounting, Banking and Finance
General Business Law A : Business Transactions	Law
General Business Law B : Marketing	Law
General Business Law C : Corporations	Law
Graphic Communication	Environmental Design
Health Promotion	Professional and Community Education
Human Nutrition	Human and Biomedical Sciences
Human Resource Management	Administrative Studies
Information and Records Management	Information Management and Tourism
Japanese Language	Languages and International Education
Labour Markets	Economics and Marketing
Land Information Systems	Resource, Environmental and Heritage Sciences
Law A	Law
Law B	Law
Law C	Law
Legal Studies A : Labour Law	Law
Legal Studies B : Public Law	Law
Legal Studies C : Law and Society	Law
Literary Studies	Creative Communication and Culture Studies
Macroeconomics	Economics and Marketing
Management Accounting	Accounting, Banking and Finance
Management A : Comparative Management	Administrative Studies
Management B : Contemporary Management Approaches	Administrative Studies
Management C : Public Sector Management	Administrative Studies
Marketing	Economics and Marketing
Mathematical Structures	Mathematics and Statistics
Mathematics for Computing	Mathematics and Statistics
Mathematics for Secondary Education	Mathematics and Statistics
Media	Creative Communication and Culture Studies
Media/Multimedia Production	Creative Communication and Culture Studies
Microeconomics	Economics and Marketing
Multimedia Management	Environmental Design
Nursing Studies	Nursing
Politics A : Comparative Politics	Administrative Studies
Politics B : International Politics	Administrative Studies
Politics C : Policy Studies	Administrative Studies
Print Journalism	Professional Communication Studies
Public Relations	Professional Communication Studies
Public Sector Economics	Economics and Marketing
Quantitative Decision Making	Mathematics and Statistics
Quantitative Methods	Mathematics and Statistics
Research and Information Retrieval	Information Management and Tourism
Resource and Environmental Management	Resource, Environmental and Heritage Sciences
Sociology A : Social Inequality	Administrative Studies
Sociology B : Issues in Modern Society	Administrative Studies
Sociology C : Work Organisations and Society	Administrative Studies
Soil Science	Resource, Environmental and Heritage Sciences
Spanish Language	Languages and International Education
Sports Administration	Human and Biomedical Sciences
Sports Administration Law	Law
Sports Coaching	Human and Biomedical Sciences
Technology in Publishing	Information Management and Tourism
Thai Language	Languages and International Education
Tourism	Information Management and Tourism
Urban Systems	Environmental Design
Women's Studies	Administrative Studies

If the minor listed contains 14 credit points or more, a subject marked * may be deleted from the minor to form an approved 11 credit point minor.

Adult Education and Professional Development

14 credit points, School of Professional and Community Education

004928 Facilitating Adult Learning

004927 Perspectives, Roles and Practices in Human Resource Development

004933 Program Design in Adult Education and Professional Development

004936 Strategic Approaches to Professional Development

Advertising/Marketing Communication

14 credit points, School of Professional Communication Studies

004880 Introduction to Public Relations and Marketing Communication

002483 Advertising Strategy

002484 Advertising Operations

Applied Mathematics

14 credit points, School of Mathematics and Statistics

004274 Mathematics 1/2

The following pair of subjects:

005056 Differential Equations *and*

005058 Linear Algebra

005032 Numerical Analysis

One of the following two subjects:

005057 Engineering Statistics *or*

005031 Multivariate Calculus

Applied Physics

14 credit points, School of Electronics, Engineering and Applied Physics

Corequisite 004274 Mathematics 1/2

005138 Engineering Physics 1A and

005137 Engineering Physics 2A

PHYS 1001 Advanced physics ANU

PHYS 2013 Quantum Mechanics ANU

PHYS 2017 Waves and Linear Systems ANU

PHYS 2019 Quantum Systems ANU

PHYS 2022 Thermal Physics and Continuum Mechanics

Applied Psychology: Clinical

14 credit points, School of Human and Biomedical Sciences

004309 Psychology 101: Introductory Psychology 1

004310 Psychology 102: Introductory Psychology 2

004311 Psychology 201: Individual Differences

004316 Psychology 302: Psychopathology

Applied Psychology: Experimental

14 credit points, School of Human and Biomedical Sciences

004309 Psychology 101: Introductory Psychology 1

004310 Psychology 102: Introductory Psychology 2

004366 Psychology 205: Learning and Perception

004318 Psychology 304: Cognitive Psychology

Applied Psychology: Social

14 credit points, School of Human and Biomedical Sciences

004309 Psychology 101: Introductory Psychology 1

004310 Psychology 102: Introductory Psychology 2

005144 Psychology 203: Developmental Psychology

005143 Psychology 303: Social Psychology

Applied Statistics

11 or 14 credit points, School of Mathematics and Statistics

000577 Mathematical Methods*

004120 Applied Statistics 1

004121 Applied Statistics 2

004122 Applied Statistics 3

Auditing

14 credit points, School of Accounting, Banking and Finance

004824 Accounting and Finance 1A

004831 Accounting Information Systems

004826 Accounting and Finance 2A

004834 Auditing

Banking

14 credit points, School of Accounting, Banking and Finance

004824 Accounting and Finance 1A

004825 Accounting and Finance 1B

001612 Law of Financial Institutions

003639 Financial Institutions and Markets

Biometry

14 credit points, School of Resource, Environmental and Heritage Science

One level 1 subject in Mathematics

001809 Data Analysis in Science

004910 Quantitative Ecology 1

004901 Environmental Classification and Ordination

Broadcast Journalism

14 credit points, School of Professional Communication Studies

003736 Introduction to News

001831 Broadcast Journalism 1

001832 Broadcast Journalism 2

Chinese Language

11 or 14 credit points (11 cp version only available to students with previous studies in Chinese), School of Languages and International Education

004851 Chinese 1A: Language and Culture*

004852 Chinese 1B: Language and Culture

004853 Chinese Language 2

Communication

11 or 14 credit points, School of Professional Communication Studies

004014 Introduction to Communication

004013 Communication Traditions*

004651 Mass Communication Audiences

004954 Mass Communication Production

Communication Strategies for the Workplace

14 credit points, School of Information Management and Tourism

003766 Office Management 1/2

004102 Communication for Management

004105 Supervisory Management

Community Advocacy

14 credit points, School of Professional and Community Education

004919 Advocacy in Inclusive Communities

000715 Basic Sociology

Two of the following three subjects:

004920 Disability, Handicap and Society

005010 Indigenous Australia: Contemporary Social Issues

004934 Sexualities, Gender and Society

Computer Engineering

14 credit points, School of Computing

Prerequisites: Computing Mathematics 1 or Mathematics 1/2

005134 Computer Engineering 1A

005132 Computer Engineering 1B

005131 Computer Engineering 2A

005135 Computer Engineering 2B

Computer Information Systems

14 credit points, School of Computing

004941 Introduction to Information Systems

004939 Foundations of Systems Analysis and Design

004937 Computer Support for Collaborative Work

004943 Project Management

Computer Programming

14 credit points, School of Computing

Prerequisites: Computing Mathematics 1

004478 Introduction to Information Technology

004483 Software Technology 1

004482 Software Technology 2

One of the following two subjects:

004481 Systems Software

004477 Files and Databases

Conservation of Cultural Materials

14 credit points, School of Resource, Environmental and Heritage Science

003693 Heritage Preservation

One of the following four subjects:

003695 Materials Science 1

003696 Materials Science 2

003697 Materials Science 3

003698 Materials Science 4

and

004891 Conservation Practice 1

004906 Museology

Creative Writing

11 or 14 credit points, School of Creative Communication and Culture Studies

004855 Creative Writing 1

004856 Creative Writing 2*

004857 Creative Writing 3

004858 Creative Writing 4

Cultural Heritage Management

11 or 14 credit points, School of Resource, Environmental and Heritage Sciences

002972 Concepts in Applied Anthropology

004904 Indigenous Societies and Adaptation*

004894 Cultural Heritage Management

004903 Heritage Interpretation

Design Culture

11 credit points, School of Environmental Design

004611 Design Culture A

either:

004957 Design Culture B1 *or*

005164 Design Culture B2

004958 Design Culture C

Design Environment

11 credit points, School of Environmental Design

004612 Design Environment A

004959 Design Environment B

004960 Design Environment C

Development Economics

11 or 14 credit points, School of Economics and Marketing

One of the following two alternatives:

000034 Macroeconomics 1 and

000020 Microeconomics 1 *or*

003519 Economics 1A

003495 Development Administration

000892 Development Economics*

Earth Science

14 credit points, School of Resource, Environmental and Heritage Sciences

000959 Dynamic Earth

003681 Landscape Processes

004896 Earth Science Fundamentals

Ecology

14 credit points, School of Resource, Environmental and Heritage Sciences

000483 Concepts in Biology

000623 Plants and Animals

004899 Ecology and Biodiversity 1

004900 Ecology and Biodiversity 2

Economics and Government

14 credit points, School of Economics and Marketing

003519 Economics 1A

004821 Politics of Welfare

One of the following two subjects:

003498 Government Business Relations

004816 Introduction to Public Policy

Education

11 credit points, School of Teacher Education

004788 Communication and Information Technology

004803 Responding to Individual Needs in Education

004811 The Social Context of the Curriculum

Electronics

14 credit points, School of Electronics, Engineering and Applied Physics

004332 Electronic Engineering 1

005136 Electronic Engineering 2A

005130 Electronic Engineering 2B

Employment Relations

11 or 14 credit points, School of Administrative Studies

004207 Introduction to Management

004818 Organisational Behaviour *

003431 Human Resource Management 1

001372 Industrial Relations

Environmental Chemistry

14 credit points, School of Resource, Environmental and Heritage Sciences

001516 Chemistry 1A

001517 Chemistry 1B

004897 Ecochemistry 1

004898 Ecochemistry 2

Environmental Economics

14 credit points, School of Economics and Marketing

One of the following two alternatives:

000034 Macroeconomics 1 and

000020 Microeconomics 1*, or*

003519 Economics 1A

000052 Environmental and Resource Economics

001359 Project Evaluation

Finance

14 credit points, School of Accounting, Banking and Finance

004824 Accounting and Finance 1A

004825 Accounting and Finance 1B

004839 Financial Management 1

004840 Financial Management 2

Financial Accounting

14 credit points, School of Accounting, Banking and Finance

004824 Accounting and Finance 1A

004825 Accounting and Finance 1B

004826 Accounting and Finance 2A

004828 Accounting and Finance 3A

General Business Law A: Business Transactions

11 credit points, School of Law

004977 Introduction to Business Law

001610 Law of Business Transactions

004643 Trade Practices Law (LLB)

General Business Law B: Marketing

11 credit points, School of Law

004977 Introduction to Business Law

001841 International Trade Law

003249 Marketing Law

General Business Law C: Corporations

11 credit points, School of Law

004977 Introduction to Business Law

004993 Law of Business Associations

One of the following three subjects:

003491 Insolvency Law

001612 Law of Financial Institutions

004994 Revenue Law

Graphic Communication

14 credit points, School of Environmental Design

004610 Design Communication Skills

One of the following two subjects:

004962 Graphic Design 2.1

004966 Graphic Design Techniques 2.1

004987 Special Study in Environmental Design

Health Promotion

14 credit points, School of Professional and Community Education

004925 Foundations of Health Promotion

004924 Towards an Integral Science of Health

004923 Explorations of Healing

004926 Health Status, Settings and Systems

Human Nutrition

11 or 14 credit points, School of Human and Biomedical Sciences

000483 Concepts in Biology*

003071 Human Physiology and Anatomy 1*

004734 Food and Consumer Science

003315 Food, Nutrition and Society

Human Resource Management

11 or 14 credit points, School of Administrative Studies

004207 Introduction to Management

004818 Organisational Behaviour *

003432 Human Resource Management 1

003488 Human Resource Management 2

Information and Records Management

14 credit points, School of Information Management and Tourism

003757 Information and Records Management

004492 Information Management Planning

003752 Management of Archives

004646 Electronic Records Management

Japanese Language

11 or 14 credit points (11cp version only available to students with previous studies in Japanese), School of Languages and International Education

004865 Japanese 1A: Language and Culture*

004866 Japanese 1B: Language and Culture

004867 Japanese Language 2

Labour Markets

14 credit points, School of Economics and Marketing

One of the following two alternatives:

000034 Macroeconomics 1 and

000020 Microeconomics 1, *or*

003519 Economics 1A and

001372 Industrial Relations

000104 Labour Economics

Land Information Systems

11 credit points, School of Resource, Environmental and Heritage Sciences

001809 Data Analysis in Science

004915 Resource Information Systems

One of the following two subjects:

004902 Geographic Information Systems

004913 Remote Sensing

Law A

11 credit points, School of Law

004991 Law 1: Introduction to Law

002617 Employment Discrimination and the Law

000080 Family Law

Law B

11 credit points, School of Law

004991 Law 1: Introduction to Law

004639 Conflict of Laws (LLB)

001841 International Trade Law

Law C

11 credit points, School of Law

004991 Law 1: Introduction to Law

004642 Legislation (LLB)

001573 Planning and Environmental Law

Legal Studies A: Labour Law

11 credit points, School of Law

000028 Concepts and Elements of Law

002617 Employment Discrimination and the Law

002613 Labour Law

Legal Studies B: Public Law

11 credit points, School of Law

000028 Concepts and Elements of Law

000036 Administrative Law

004642 Legislation (LLB)

Legal Studies C: Law and Society

11 credit points, School of Law

000028 Concepts and Elements of Law

000008 Civil Rights

One of the following two subjects

000080 Family Law

000952 Law of Communications

Literary Studies

11 or 14 credit points, School of Creative Communication and Culture Studies

000399 Literary Studies 1

004869 Literary Studies 2*

004871 Literary Studies 4

004055 Literary Studies 6

Macroeconomics

14 credit points, School of Economics and Marketing

000034 Macroeconomics 1

000020 Microeconomics 1

000035 Macroeconomics 2

004215 Policy Issues in Macroeconomics

Management Accounting

14 credit points, School of Accounting, Banking and Finance

004824 Accounting and Finance 1A

004825 Accounting and Finance 1B

004827 Accounting and Finance 2B

004829 Accounting and Finance 3B

Management A: Comparative Management

11 or 14 credit points, School of Administrative Studies

004207 Introduction to Management

004818 Organisational Behaviour *

003495 Development Administration

003498 Government Business Relations

Management B: Contemporary Management Approaches

11 or 14 credit points, School of Administrative Studies

004207 Introduction to Management

004818 Organisational Behaviour *

004820 Performance Management and Analysis

004823 Strategic Management

Management C: Public Sector Management

11 or 14 credit points, School of Administrative Studies

004207 Introduction to Management

004818 Organisational Behaviour *

004822 Public Sector Management

004816 Introduction to Public Policy

Marketing

14 credit points, School of Economics and Marketing

One of the following two alternatives:

000034 Macroeconomics 1 and

000020 Microeconomics 1, *or*

003519 Economics 1A

000498 Marketing

One of the following four subjects:

004533 Consumer Behaviour

002429 International Marketing

001989 Marketing Management

003965 Marketing Research Methods

Marketing

11 credit points, School of Economics and Marketing

000020 Microeconomics 1

000498 Marketing

One of the following two subjects:

004533 Consumer Behaviour

001989 Marketing Management

Mathematical Structures

14 credit points, School of Mathematics and Statistics

004470 Computing Mathematics 1

004471 Computing Mathematics 2

004844 Mathematical Structures

004842 Coding Theory

Mathematics for Computing

14 credit points, School of Mathematics and Statistics

000577 Mathematical Methods

004120 Applied Statistics 1

004844 Mathematical Structures

004842 Coding Theory

Mathematics for Secondary Education

14 credit points, School of Mathematics and Statistics

004274 Mathematics 1/2

004844 Mathematical Structures

003991 Mathematical Perspectives B

Media/Multimedia Production

11 or 14 credit points, School of Creative Communication and Culture Studies

004254 Introduction to Media

004277 Media Representation and Analysis*

004652 Media Production 1

004653 Media Production 2

Microeconomics

11 or 14 credit points, School of Economics and Marketing

000034 Macroeconomics 1*

000020 Microeconomics 1

Two of the following four subjects:

000104 Labour Economics

000102 Managerial Economics

004076 Microeconomics 2

000101 Public Finance

Multimedia

11 or 14 credit points, School of Creative Communication and Culture Studies

with School of Environmental Design

004613 Graphic Design 1

004254 Introduction to Media

One of the following two subjects:

003760 Desktop Publishing 1, or

004966 Graphic Design Techniques 2.1*

004881 Multimedia Production

Note: This minor is available only to continuing students who enrolled in it prior to 1999.

Multimedia Management

11 credit points, School of Environmental Design

004277 Media Representation and Analysis

004881 Multimedia Production

004873 Multimedia Management

Nursing Studies

11 credit points, School of Nursing

004763 Nursing 2: Critical Thinking for Health Professionals

004760 Ethics and Health Policy

004761 Health Care and the Law

Politics A: Comparative Politics

11 or 14 credit points, School of Administrative Studies

004815 Introduction to Australian Politics *

000675 Politics and Democracy *

004814 Government at the Local Level

004819 Parties and Elections

Politics B: International Politics

11 or 14 credit points, School of Administrative Studies

004815 Introduction to Australian Politics *

000675 Politics and Democracy *

004080 Politics in Developing Nations

000513 International Politics

Politics C: Policy Studies

11 or 14 credit points, School of Administrative Studies

004815 Introduction to Australian Politics *

000675 Politics and Democracy *

004816 Introduction to Public Policy

One of the following two subjects:

004821 Politics of Welfare

003588 Women, Politics and Public Policy

Print Journalism

14 credit points, School of Professional Communication Studies

003736 Introduction to News

004658 Print Journalism 1

004659 Print Journalism 2

Public Relations

14 credit points, School of Professional Communication Studies

004880 Introduction to Public Relations and Marketing Communication

004882 Public Relations Theory

004660 Public Relations Practice 1

Public Sector Economics

14 credit points, School of Economics and Marketing

One of the following two alternatives:

000034 Macroeconomics 1 and

000020 Microeconomics 1, *or*

003519 Economics 1A

001359 Project Evaluation

000101 Public Finance

Quantitative Decision Making

14 credit points, School of Mathematics and Statistics

004274 Mathematics 1/2

004847 Quantitative Decision Making 1

004848 Quantitative Decision Making 2

Quantitative Methods

14 credit points, School of Mathematics and Statistics

000577 Mathematical Methods

003539 Business Statistics 1

004843 Mathematical Models

004847 Quantitative Decision Making 1

Research and Information Retrieval

11 or 14 credit points, School of Information Management and Tourism

003385 Research Skills

001376 Information Provision*

004328 Network Information Sources

003758 Information Retrieval

Resource and Environmental Management

11 or 14 credit points, School of Resource, Environmental and Heritage Science

004904 Indigenous Societies and Adaptation*

004915 Science, Environment and Society

004914 Resource and Environmental Management

Sociology A: Inequality

11 or 14 credit points, School of Administrative Studies

000715 Basic Sociology

000953 Social Research Methods*

000716 Sociological Theory

001670 Social Inequality

Sociology B: Issues in Modern Society

11 or 14 credit points, School of Administrative Studies

000715 Basic Sociology

000953 Social Research Methods*

001666 Deviance and Crime

000955 Sociology of Health

Sociology C: Work Organisations and Society

11 or 14 credit points, School of Administrative Studies

000715 Basic Sociology

000953 Social Research Methods*

002431 Organisational Culture

003431 Sociology of Work

Soil Science

14 credit points, School of Resource, Environmental and Heritage Sciences

001516 Chemistry 1A

003681 Landscape Processes

004889 Australian Soils

One of the following two subjects:

004890 Catchment Processes

004912 Regolith Studies

Spanish Language

11 or 14 credit points (11 cp version only available to students with previous studies in Spanish), School of Languages and International Education

004874 Spanish 1A: Language and Culture*

004875 Spanish 1B: Language and Culture

004876 Spanish Language 2

Sports Administration

11 or 14 credit points, School of Human and Biomedical Science

004748 Organisation and Policy in Sport

001354 Social Analysis of Sport*

005000 Planning and Processes in Sport

One of the following three subjects:

003576 Sports Marketing

004741 Major Sports Event Management

004752 Sponsorship and Fundraising in Sport

Sports Administration Law

11 credit points, School of Law

000028 Concepts and Elements of Law

002615 Injury and Safety Law

000765 Sports and the Law

Sports Coaching

11 or 14 credit points, School of Human and Biomedical Sciences

000880 Functional Anatomy

001519 Introduction to Exercise Science*

Two of the following four subjects:

004728 Biomechanics

004745 Neuroanatomy and Motor Control

004747 Physiology of Exercise

004750 Psychology of Sport

Technology in Publishing

11 or 14 credit points, School of Information Management and Tourism

003762 Communication Interface 1

004490 Communication Interface 2*

003760 Desktop Publishing 1

003759 Desktop Publishing 2

Thai Language and Culture

14 credit points, School of Languages and International Education

005169 Thai 1A : Language and Culture

005070 Thai 1B : Language and Culture

005071 Thai 2A : Language

005072 Thai 2B : Language

Tourism

14 credit points, School of Information Management and Tourism

003711 Introduction to Tourism

One of the following two choices:

004200 Tourism Economics and Policy *and*

003754 Hospitality Operations, *or*

003814 Tourism Marketing

Urban Systems

11 credit points, School of Environmental Design

004617 Urban Systems A

004988 Urban Systems B

004989 Urban Systems C

Women's Studies

11 or 14 credit points, School of Administrative Studies

000715 Basic Sociology

005025 Perspectives on Gender*

001485 Women and Organisations

003588 Women, Politics and Public Policy

General Education Subjects offered in 1999

3 credit point subjects		Availability	School
005060	Australia's Environment	1/99	Resource, Environmental and Heritage Sciences
000715	Basic Sociology	1&2/99	Administrative Studies
000005	Computers and Computing	2/99	Computing
000028	Concepts and Elements of Law	1&2/99	Law
002972	Concepts in Applied Anthropology	1/99	Resource, Environmental and Heritage Sciences
004611	Design Culture A	2/99	Environmental Design
004612	Design Environment A	1/99	Environmental Design
001519	Introduction to Exercise Science	2/99	Human and Biomedical Sciences
004815	Introduction to Australian Politics	2/99	Administrative Studies
004207	Introduction to Management	l or 2/99	Administrative Studies
003376	Nursing 3: Health, Culture and Society	2/99	Nursing
005025	Perspectives on Gender	2/99	Professional and Community Education
004916	Science, Environment and Society	1/99	Resource, Environmental and Heritage Sciences
004617	Urban Systems A	l/99	Environmental Design

4 credit point subjects			
005053	Australian Reflections	2/99	Creative Communication and Culture Studies
005059	Canberra, City and Region	2/99	Resource, Environmental and Heritage Sciences
000008	Civil Rights	1/99	Law
005054	Professionalism in a Changing Society	2/99	Professional and Community Education
005023	Truth, Belief and Science	l/99	Mathematics and Statistics
005024	The World of Chance	2/99	Mathematics and statistics

Approved Majors and Minors - Contents

- Approved Majors School
  - Accounting
  - Adult Education and Professional Development
  - Applied Linguistics
  - Applied Mathematics
  - Applied Physics
  - Applied Psychology: Experimental
  - Applied Psychology: Social and Clinical
  - Applied Statistics
  - Auditing
  - Banking and Finance
  - Biological Chemistry
  - Business
  - Chinese Language
  - Commercial Law
  - Communication
  - Community Advocacy
  - Computer Engineering
  - Computer Information Systems
  - Computer Programming
  - Creative Writing
  - Cultural Heritage Management
  - Earth Science
  - Economics: Arts Type
  - Economics: Commerce Type
  - Economics and Governance
  - Education
  - Electronics
  - Employment Relations
  - Environmental Chemistry
  - Environmental Management
  - Expressive Arts
  - Financial Management
  - Freshwater Ecology
  - Graphic Communication
  - Health Promotion
  - Human Biology
  - Human Biological Sciences
  - Human Movement Sciences
  - Human Nutrition
  - Inclusive Education
  - Information and Records Management
  - Japanese Language
  - Land Information Systems
  - Land Management
  - Law
  - Legal Studies
  - Library and Information Studies
  - Literary Studies
  - Management
  - Management Accounting
  - Marketing
  - Mathematical Structures
  - Mathematics for Computing
  - Mathematics for Primary Education
  - Mathematics for Secondary Education
  - Multimedia
  - Nursing Studies
  - Office Management
  - Physical Education (Early Childhood/Primary Teaching)
  - Politics
  - Quantitative Methods
  - Sociology
  - Soil Science
  - Spanish Language
  - Sports Administration
  - Sports Coaching
  - Sustainable Development Economics
  - Thai Language and Culture
  - Tourism
  - Vegetation and Wildlife Management
  - Women's Studies
  - Workplace Writing and Technology
- Approved Minors School
  - Adult Education and Professional Development
  - Advertising/Marketing Communication
  - Applied Mathematics
  - Applied Physics
  - Applied Psychology: Clinical
  - Applied Psychology: Experimental
  - Applied Psychology: Social
  - Applied Statistics
  - Auditing
  - Banking
  - Biometry
  - Broadcast Journalism
  - Chinese Language
  - Communication
  - Communication Strategies for the Workplace
  - Community Advocacy
  - Computer Engineering
  - Computer Information Systems
  - Computer Programming
  - Conservation of Cultural Materials
  - Creative Writing
  - Cultural Heritage Management
  - Design Culture
  - Design Environment
  - Development Economics
  - Earth Science
  - Ecology
  - Economics and Government
  - Education
  - Electronics
  - Employment Relations
  - Environmental Chemistry
  - Environmental Economics
  - Finance
  - Financial Accounting
  - General Business Law A: Business Transactions
  - General Business Law B: Marketing
  - General Business Law C: Corporations
  - Graphic Communication
  - Health Promotion
  - Human Nutrition
  - Human Resource Management
  - Information and Records Management
  - Japanese Language
  - Labour Markets
  - Land Information Systems
  - Law A
  - Law B
  - Law C
  - Legal Studies A: Labour Law
  - Legal Studies B: Public Law
  - Legal Studies C: Law and Society
  - Literary Studies
  - Macroeconomics
  - Management Accounting
  - Management A: Comparative Management
  - Management B: Contemporary Management Approaches
  - Management C: Public Sector Management
  - Marketing
  - Marketing
  - Mathematical Structures
  - Mathematics for Computing
  - Mathematics for Secondary Education
  - Media/Multimedia Production
  - Microeconomics
  - Multimedia
  - Multimedia Management
  - Nursing Studies
  - Politics A: Comparative Politics
  - Politics B: International Politics
  - Politics C: Policy Studies
  - Print Journalism
  - Public Relations
  - Public Sector Economics
  - Quantitative Decision Making
  - Quantitative Methods
  - Research and Information Retrieval
  - Resource and Environmental Management
  - Sociology A: Inequality
  - Sociology B: Issues in Modern Society
  - Sociology C: Work Organisations and Society
  - Soil Science
  - Spanish Language
  - Sports Administration
  - Sports Administration Law
  - Sports Coaching
  - Technology in Publishing
  - Thai Language and Culture
  - Tourism
  - Urban Systems
  - Women's Studies
- General Education Subjects offered in 1999

A

Abbreviations:

AppSc Faculty of Applied Science

Comm Faculty of Communication

Educ Faculty of Education

Env Des Faculty of Environmental Design

ISAE Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS Faculty
1 or 2	004824	Accounting & Finance 1A	3	1	2 Mangmt
2	004825	Accounting & Finance 1B	3	1	2 Mangmt
1	004826	Accounting & Finance 2A	4	2	2 Mangmt
2	004827	Accounting & Finance 2B	4	2	2 Mangmt
2	004828	Accounting & Finance 3A	4	3	2 Mangmt
1	004829	Accounting & Finance 3B	4	3	2 Mangmt
1	001720	Accounting 1A	3	1	2 Mangmt
1	001721	Accounting G1A	3	G	2 Mangmt
2	004831	Accounting Information Systems	3	1	2 Mangmt
2	005026	Accounting Information Systems M	4	M	2 Mangmt
1 or 2	003879	Accounting M1	4	M	2 Mangmt
2	003880	Accounting M2	4	M	2 Mangmt
1	003881	Accounting M3	4	M	2 Mangmt
1 or 2	003882	Accounting M4	4	M	2 Mangmt
1 or 2	003883	Accounting M5	4	M	2 Mangmt
2	003884	Accounting M6	4	M	2 Mangmt
1 or 2	004220	Accounting MBA	4	M	2 Mangmt
1 or 2	005120	Accounting Principles & Practices	3	1	2 Mangmt
1 or 2	004527	Accounting Theory M	4	M	2 Mangmt
2	003886	Accounting/Finance Project M1	4	M	2 Mangmt
Year-long	004496	Action Learning Project G	4	G	1 Educ
1	005141	Action Learning Project G1	2	1	1 Educ
2	005142	Action Learning Project G2	2	1	0 Educ
1	005110	Admin & Issues in Early Childhood - CIT	4	2	1 Educ
1 or 2	004209	Administration Dissertation M	8	M	2 Mangmt
1 or 2	004084	Administration of Sport M	5	M	2 AppSc
1 or 2	004210	Administration Research Essay M	4	M	2 Mangmt
Research	004428	Administration Thesis M. Full-Time 32cps	32	M	2 Mangmt
Research	004429	Administration Thesis M. Part-Time 32cps	32	M	2 Mangmt
1	000036	Administrative Law	4	3	1 Mangmt
1	003894	Administrative Law G	4	G	1 Mangmt
1	004647	Advanced Broadcast Journalism 1	4	3	1 Comm
2	004648	Advanced Broadcast Journalism 2	4	3	1 Comm
Year-long	003793	Advanced Communication Theory H	8	4	1 Comm
Year-long	003783	Advanced Communication Theory PG	8	PG	1 Comm
1 or 2	004396	Advanced Concepts Sports Studies M .4cps	4	M	1 AppSc
1	004885	Advanced Conservation Practice 1A	4	3	2 AppSc
1	004886	Advanced Conservation Practice 1B	4	3	2 AppSc
2	004887	Advanced Conservation Practice 2	4	3	2 AppSc
1	005047	Advanced Conservation Practice M1	8	M	2 AppSc
2	005048	Advanced Conservation Practice M2	8	M	2 AppSc
1	004230	Advanced Contract Law G	4	G	1 Mangmt
1	004231	Advanced Contract Law M	4	M	3 Mangmt
1	003900	Advanced Corporation Law G	4	G	1 Mangmt
1	003901	Advanced Corporation Law M	4	M	3 Mangmt
1 or 2	004510	Advanced Legal Research & Writing M	8	M	1 Mangmt
Year-long	005028	Advanced Public Administration Research	8	M	2 Mangmt
1 or 2	004134	Advanced Research & Writing (LLB)	4	3	3 Mangmt
2	003902	Advanced Revenue Law	4	3	1 Mangmt
2	003896	Advanced Revenue Law G	4	G	1 Mangmt
2	004377	Advanced Revenue Law M	4	M	1 Mangmt
Year-long	004618	Advanced Taxation Law (LLB)	8	3	3 Mangmt
2	004629	Advanced Topics in Engineering	4	4	2 ISAE
1	004686	Advanced Topics in Psychology	4	4	1 AppSc
2	002484	Advertising Operations	4	3	1 Comm
2	002596	Advertising Operations G	3	G	1 Comm
1	002483	Advertising Strategy	4	2	1 Comm
1	004919	Advocacy in Inclusive Communities	3	1	1 Educ
1	001512	Analogue & Digital Communications	3	4	2 ISAE
1	004729	Analytical Chemistry	4	2	2 AppSc
1	005049	Analytical Techniques M	4	M	2 AppSc
1	004687	Applications in Health Psychology PG	4	PG	1 AppSc
2	003558	Applications of Counselling PG1	4	PG	2 Educ
1 or 2	003560	Applications of Counselling PG2	4	PG	2 Educ
2	001223	Applied Linguistics PG	3	PG	1 Educ
Research	002619	Applied Science Masters Thesis Type 1 M	48	M	2 AppSc
Research	002000	Applied Science Masters Thesis Type 1 FT	48	M	2 AppSc
Research	002620	Applied Science Masters Thesis Type 2 M	36	M	2 AppSc
Research	002001	Applied Science Masters Thesis Type 2 M P	36	M	2 AppSc
Research	002641	Applied Science Masters Thesis Type 3 M	24	M	2 AppSc
Research	002399	Applied Science Masters Thesis Type 3 FT	24	M	2 AppSc
1 or 2	004120	Applied Statistics 1	3	1	2 ISAE
1	004121	Applied Statistics 2	4	3	2 ISAE
2	004122	Applied Statistics 3	4	3	2 ISAE
1	004123	Applied Statistics 4	4	3	2 ISAE
2	004124	Applied Statistics 5	4	3	2 ISAE
1 or 2	004126	Applied Statistics G1	3	G	2 ISAE
1	005090	Applied Statistics G2	4	G	2 ISAE
2	005088	Applied Statistics G3	4	G	2 ISAE
1	005091	Applied Statistics G4	4	G	2 ISAE
2	005089	Applied Statistics G5	4	G	2 ISAE
2	004608	Architecture 1	3	1	2 Env Des
1	004944	Architecture 2	4	2	2 Env Des
1	004945	Architecture 3	4	3	2 Env Des
1	005177	Architecture Studio 4	8	4	2 Env Des
2	005176	Architecture Studio 5	8	4	2 Env Des
1	005175	Architecture Studio 6	8	4	2 Env Des
2	005178	Architecture Studio 7	8	4	2 Env Des
2	004348	Artificial Intelligence Techniques M	4	M	2 ISAE
1	004776	Arts Education 1	4	3	1 Educ
2	004777	Arts Education 2	4	3	1 Educ
1	005111	Arts in Early Childhood - CIT	4	2	1 Educ
1	004683	Asian Business Law M	4	M	1 Mangmt
1	004685	Asian Legal Systems M	4	M	1 Mangmt
1	001224	Aspects of Literary Criticism PG	3	PG	1 Educ
1 or 2	003209	ATSI Foundation Communication	3	1	1 AppSc
1 or 2	003213	ATSI Foundation Study Skills	3	1	1 AppSc
1 or 2	005121	Audit Theory & Management	3	1	2 Mangmt
2	004834	Auditing	4	3	2 Mangmt
1	004849	Australian Economy	3	1	2 Mangmt
2	005053	Australian Reflections	4	3	1 Comm
1	004889	Australian Soils	4	2	2 AppSc
1	005060	Australia's Environment	3	1	2 AppSc

B

Abbreviations:

AppSc Faculty of Applied Science

Commn Faculty of Communication

Educ Faculty of Education

Env Des Faculty of Environmental Design

IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
1 or 2	000715	Basic Sociology	3	1	1	Mangmt
2	003115	Behaviour Disorders PG	3	PG	1	Educ
1	004728	Biomechanics	4	2	2	AppSc
1	001831	Broadcast Journalism 1	4	3	1	Commn
2	001832	Broadcast Journalism 2	4	3	1	Commn
1	004835	Business & Financial Skills	3	1	2	Mangmt
Research	004523	Business Administration Dissertation D:F	48	D	2	Mangmt
Research	004524	Business Administration Dissertation D:P	48	D	2	Mangmt
1 or 2	004227	Business Dissertation M	8	M	2	Mangmt
1 or 2	005122	Business Economics	3	1	2	Mangmt
1	003908	Business Ethics M	4	M	1	Mangmt
1 or 2	004221	Business Finance MBA	4	M	2	Mangmt
1	004239	Business Journalism	4	2	1	Commn
1 or 2	000374	Business Management	4	3	2	Mangmt
1 or 2	005199	Business Project M	4	M	2	Mangmt
1 or 2	004522	Business Research Methods M	4	M	2	Mangmt
1 or 2	005086	Business Skills for Human Resource Mgt M	4	M	2	Mangmt
1 or 2	005123	Business Statistics	3	1	2	IS&E
1 or 2	003539	Business Statistics 1	3	1	2	IS&E
1	004125	Business Statistics 2	4	3	2	IS&E

C

Abbreviations:

AppSc Faculty of Applied Science

Commn Faculty of Communication

Educ Faculty of Education

Env Des Faculty of Environmental Design

IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
2	005059	Canberra, City & Region	4	3	1	AppSc
1	004850	Cataloguing	4	3	1	Commn
1	003569	Cataloguing G	3	G	1	Commn
1	005188	Cataloguing G	4	G	1	Commn
2	004890	Catchment Processes	4	2	2	AppSc
1	004733	Cells & Tissues	4	2	2	AppSc
1	001516	Chemistry 1A	3	1	2	AppSc
2	001517	Chemistry 1b	3	1	2	AppSc
1 & 2	005106	Child Health & Movement Education - CIT	3	1	1	Educ
1	004851	Chinese 1B:Language & Culture	3	1	1	Educ
2	004852	Chinese 1B:Language & Culture	3	1	1	Educ
Year-long	003768	Chinese 5/6	10	3	1	Educ
Year-long	004853	Chinese Language 2	8	2	1	Educ
Year-long	004854	Chinese Language 3	8	3	1	Educ
1	000008	Civil Rights	4	3	1	Mangmt
1	003909	Civil Rights G	4	G	1	Mangmt
2	004730	Clinical Chemistry Instrumentation	4	3	2	AppSc
1	004731	Clinical Microbiology	4	3	2	AppSc
1	004694	Clinical Science Sprt Physiotherapy PG	8	PG	2	AppSc
1	004169	Clinical Sprt Injury Mgt PG1:Sprt Med	9	PG	3	AppSc
1	004695	Clinical Sprt Injury Mgt PG1:Sprt Physio	8	PG	2	AppSc
2	004171	Clinical Sprt Injury Mgt PG2:Sprt Med	9	PG	3	AppSc
2	004696	Clinical Sprt Injury Mgt PG2:Sprt Physio	8	PG	2	AppSc
2	004842	Coding Theory	4	3	2	IS&E
1	004836	Commercial Bank Management	4	3	2	Mangmt
1	003910	Commercial Law G1	4	G	3	Mangmt
1	003876	Commercial Law M1	4	M	1	Mangmt
1	003877	Commercial Law M2	4	M	1	Mangmt
2	003878	Commercial Law M3	4	M	1	Mangmt
Year-long	003800	Communication Dissertation H	8	4	1	Commn
2	004102	Communication for Management	4	3	1	Commn
2	004101	Communication for Management G1	3	G	1	Commn
1	004008	Communication History 1	4	3	1	Commn
2	004009	Communication History 2	4	3	1	Commn
2	004732	Communication in Science	3	1	2	AppSc
1 or 2	003762	Communication Interface 1	3	1	2	Commn
2	004490	Communication Interface 2	3	1	1	Commn
1 or 2	003761	Communication Interface G1	3	G	2	Commn
2	003593	Communication Interface G2	3	G	1	Commn
1 or 2	000631	Communication Internship	4	3	1	Commn
1	002312	Communication Research Methods	3	1	1	Commn
1	004574	Communication Research Methods G	4	G	1	Commn
2	001513	Communication Systems	3	4	2	IS&E
Year-long	004398	Communication Thesis A PG	8	PG	1	Commn
Research	004399	Communication Thesis B M (full-time)	24	M	1	Commn
Research	004400	Communication Thesis B M (part time)	24	M	1	Commn
2	004013	Communication Traditions	3	1	1	Commn
2	004948	Community Design 3	4	3	2	Env Des
Year-long	004921	Community Education Project	12	3	1	Educ
2	005140	Community Education Thesis H	4	1	1	Educ
Year-long	004226	Community Education Thesis M (full)	24	M	1	Educ
Research	004248	Community Education Thesis M P/T	24	M	1	Educ
Year-long	004235	Community Field Experience PG1	2	PG	2	Educ
Year-long	004236	Community Field Experience PG2	2	PG	2	Educ
1 or 2	004540	Comparative Regional & Loc Gov Studies G	4	G	2	Mangmt
1	005201	Competition and Contract Management M	4	M	2	Mangmt
2	003269	Complex Strategies Prof Development G	4	G	1	Educ
1	004624	Computer Architecture & Implementation	4	4	2	IS&E
2	004342	Computer Control & Security M	4	M	2	IS&E
1	005134	Computer Engineering 1A	3	1	2	IS&E
2	005132	Computer Engineering 1B	3	1	2	IS&E
Year-long	004469	Computer Engineering 2	8	2	2	IS&E
Year-long	004625	Computer Engineering 3	8	3	2	IS&E
2	004626	Computer Engineering 4	4	4	2	IS&E
Year-long	004627	Computer Engineering Project	8	4	2	IS&E
2	004363	Computer Models for Business Decisions M	4	M	2	IS&E
2	004671	Computer Structures & Networks G	4	G	2	IS&E
1	004672	Computers & Programming G	4	G	2	IS&E
2	000005	Computers and Computing	3	1	2	IS&E
1	004470	Computing Mathematics 1	3	1	2	IS&E
2	004471	Computing Mathematics 2	3	1	2	IS&E
Year-long	004472	Computing Project	8	3	2	IS&E
1 or 2	000028	Concepts & Elements of Law	3	1	1	Mangmt
1 or 2	003912	Concepts & Elements of Law G	4	G	1	Mangmt
1	002972	Concepts in Applied Anthropology	3	1	1	AppSc
1	000483	Concepts in Biology	3	1	2	AppSc
1	005011	Concepts of Human Learning & Development	3	1	1	Educ
1 or 2	005157	Conduct of Clinical Research G	4	G	2	AppSc
1	005050	Conservation Chemistry M	4	M	2	AppSc
1	004891	Conservation Practice 1	4	2	2	AppSc
2	004892	Conservation Practice 2	4	2	2	AppSc
2	005051	Conservation Practice M	4	M	2	AppSc
2	000345	Constitutional Law	4	3	3	Mangmt
2	003913	Constitutional Law G	4	G	3	Mangmt
2	004949	Construction Economics 1	4	3	2	Env Des
2	004950	Construction Economics 2	4	4	2	Env Des
1	003633	Construction Law	4	3	1	Mangmt
1	005197	Construction Law	3	2	1	Mangmt
2	004609	Construction Management 1	3	1	2	Env Des
2	004951	Construction Management 2	4	2	2	Env Des
1	004952	Construction Management 3	4	3	2	Env Des
2	004953	Construction Management 4	4	4	2	Env Des
2	003143	Construction Mgt/Econ Prac Exp Programme	12	4	2	Env Des
Year-long	004954	Construction Technology 2	8	2	2	Env Des
Year-long	004955	Construction Technology 3	8	3	2	Env Des
1	005198	Construction Technology 4	4	4	2	Env Des
1	004533	Consumer Behaviour	4	3	2	Mangmt
1	004534	Consumer Behaviour G	4	G	2	Mangmt
1 or 2	004536	Contemp Issues Regional Admin Local Gov	4	G	2	Mangmt
2	000770	Contemporary Australian Literature M	3	M	1	Educ
Research	004528	Contemporary Tourism Issues M	8	M	1	Commn
2	004252	Convention & Festival Management	4	3	1	Commn
2	004253	Convention & Festival Management G	4	G	1	Commn
1	004244	Copywriting	4	3	1	Commn
1	004575	Copywriting G	4	G	1	Commn
1	004378	Corporate & Other Entities Tax M	4	M	1	Mangmt
1	004372	Corporate & Other Entities Tax PG	4	PG	1	Mangmt
2	003867	Corporate Crime M	4	M	1	Mangmt
2	004384	Corporate Finance Law M	4	M	1	Mangmt
2	004229	Corporate Governance G	4	G	1	Mangmt
2	003868	Corporate Governance M	4	M	1	Mangmt
Research	003916	Corporate Law Thesis M	48	M	1	Mangmt
Research	004432	Corporate Law Thesis M (full-time)24 cps	24	M	1	Mangmt
Research	003917	Corporate Law Thesis M (part time)	48	M	1	Mangmt
Research	004431	Corporate Law Thesis M (part time)24cps	24	M	1	Mangmt
Year-long	004430	Corporate Law Thesis Preparation M	8	M	1	Mangmt
Research	004433	Corporate Law Thesis with Honours M:FT	48	M	1	Mangmt
Research	004434	Corporate Law Thesis with Honours M:PT	48	M	1	Mangmt
1	003887	Corporate Planning Techniques M	4	M	2	Mangmt
1	004688	Counselling Psychology	4	4	1	Educ
1	005155	Counselling Psychology: Theory & Method M	4	M	1	AppSc
1	005154	Counselling Skills M	4	M	1	AppSc
Year-long	004086	Counselling Theory and Practice M	6	M	1	Educ
2	004497	Course Design & Evaluation in Higher Ed	4	G	1	Educ
Year-long	004465	Creative Comm H: Literature & Film	8	4	1	Commn
Year-long	004466	Creative Comm PG: Literature & Film	8	PG	1	Commn
1	004649	Creative Communication 1	4	3	1	Commn
2	004650	Creative Communication 2	4	3	1	Commn
1	004855	Creative Writing 1	3	1	1	Commn
2	004856	Creative Writing 2	3	1	1	Commn
1	004857	Creative Writing 3	4	2	1	Commn
2	004858	Creative Writing 4	4	2	1	Commn
2	004837	Credit & Lending Decisions	4	3	2	Mangmt
1	004619	Criminal Law (LLB)	4	3	3	Mangmt
2	003918	Criminology G	4	G	1	Mangmt
2	003919	Criminology M	4	M	1	Mangmt
Year-long	005001	Critical Care Nursing Practice PG	8	PG	1	AppSc
1	004706	Critical Care Nursing Theory PG1	4	PG	1	AppSc
2	004707	Critical Care Nursing Theory PG2	4	PG	1	AppSc
1	004893	Cross Cultural Heritage Management	4	3	2	AppSc
1	005005	Cross Cultural Heritage Management G	4	G	2	AppSc
1	004894	Cultural Heritage Management	4	2	2	AppSc
1	005003	Cultural Heritage Management G	4	G	2	AppSc
1 or 2	003187	Current Topics in Geology PG	3	PG	2	AppSc
1	003359	Curriculum Inquiry	6	M	1	Educ

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Abbreviations:

AppSc Faculty of Applied Science

Commn Faculty of Communication

Educ Faculty of Education

Env Des Faculty of Environmental Design

IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
1	004345	Data Admin: Large Organisations M	4	M	2	IS&E
2	001809	Data Analysis in Science	3	1	2	AppSc
1	004938	Database Concepts	4	3	2	IS&E
2	004599	Database Systems	4	4	2	IS&E
Year-long	005119	Defence Studies M	24	1	2	Mangmt
Year-long	004610	Design Communication Skills	6	1	1	Env Des
2	004611	Design Culture A	3	1	2	Env Des
2	004957	Design Culture B1	4	2	2	Env Des
2	005164	Design Culture B2	4	2	2	Env Des
1	004958	Design Culture C	4	3	2	Env Des
1	004612	Design Environment A	3	1	2	Env Des
1	004959	Design Environment B	4	2	2	Env Des
2	004960	Design Environment C	4	3	2	Env Des
1 or 2	005158	Design of Clinical Research Trials G	4	G	2	AppSc
Year-long	004630	Design Studies in Engineering	8	4	2	IS&E
1 or 2	005035	Designing Sustainable Development G	4	G	2	Env Des
1	003760	Desktop Publishing 1	4	3	2	Commn
2	003759	Desktop Publishing 2	4	3	2	Commn
1	004186	Desktop Publishing G1	3	G	2	Commn
2	004187	Desktop Publishing G2	3	G	2	Commn
2	004792	Dev/mental Learn & Behaviour Difficulty	3	1	1	Educ
1	003495	Development Administration	4	3	2	Mangmt
1	000892	Development Economics	4	3	2	Mangmt
1	003922	Development Economics G	4	G	2	Mangmt
1	003923	Development Management G	4	G	2	Mangmt
1	003113	Developmental Disabilities PG	3	PG	1	Educ
2	001666	Deviance and Crime	4	3	1	Mangmt
1	005056	Differential Equations	2	2	2	IS&E
1	004600	Digital Communication Networks	4	4	2	IS&E
1	004920	Disability, Handicap & Society	4	2	1	Educ
1	002857	Discourse Analysis	4	3	1	Educ
1	000793	Discourse Analysis M	3	M	1	Educ
1	004473	Distributed Systems Technology	4	3	2	IS&E
1 or 2	004780	Diversity in Educational Settings	4	2	1	Educ
2	005082	Diversity in Educational Settings G	4	G	1	Educ
Research	004436	Doctoral Thesis Envir/ mental Design D:FT	72	D	2	Env Des
Research	004435	Doctoral Thesis Envir/ mental Design D:PT	72	D	2	Env Des
Research	004094	Doctoral Thesis Fac of InfoSci&Eng D:FT	72	D	2	IS&E
Research	004095	Doctoral Thesis Fac of InfSci&Eng D:PT	72	D	2	IS&E
Research	004091	Doctoral Thesis in Applied Science D:FT	72	D	2	AppSc
Research	004090	Doctoral Thesis in Applied Science D:PT	72	D	2	AppSc
Research	004096	Doctoral Thesis in Communication D:FT	72	D	1	Commn
Research	004097	Doctoral Thesis in Communication D:PT	72	D	1	Commn
Research	004098	Doctoral Thesis in Corporate Law D:FT	72	D	1	Mangmt
Research	004099	Doctoral Thesis in Corporate Law D:PT	72	D	1	Mangmt
Research	004093	Doctoral Thesis Information Studies D:FT	72	D	1	Commn
Research	004092	Doctoral Thesis Information Studies D:PT	72	D	1	Commn
Research	004106	Doctoral Thesis Public Sector Mgt D:FT	72	D	2	Mangmt
Research	004107	Doctoral Thesis Public Sector Mgt D:PT	72	D	2	Mangmt
1	000959	Dynamic Earth	3	1	2	AppSc

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Commn Faculty of Communication

Educ Faculty of Education

Env Des Faculty of Environmental Design

IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
1	001227	Early Australian Literature PG	3	PG	1	Educ
2	005112	Early Childhood Curriculum Studies - CIT	4	2	1	Educ
2	004781	Early Childhood Pedagogy & Hlth Educ	4	4	1	Educ
2	003110	Early Intervention PG	3	PG	1	Educ
Year-long	004895	Earth Science Applications	8	3	2	AppSc
Year-long	004896	Earth Science Fundamentals	8	2	2	AppSc
1	004897	Ecochemistry 1	4	3	2	AppSc
2	004898	Ecochemistry 2	4	3	2	AppSc
1	004899	Ecology & Biodiversity 1	4	2	2	AppSc
2	004900	Ecology & Biodiversity 2	4	2	2	AppSc
1	005092	Econometrics G	4	G	2	IS&E
Year-long	003519	Economics 1A	6	1	2	Mangmt
Year-long	004213	Economics 2A	8	2	2	Mangmt
1	003924	Economics for Managers G	4	G	2	Mangmt
Research	004593	Edu Professional Doct Thesis Prep D PT	12	D	1	Educ
1 or 2	004592	Educ Professional Doct Thesis Prep D FT	12	D	1	Educ
Research	004590	Educ Professional Doctoral Thesis D FT	36	D	1	Educ
Research	004591	Educ Professional Doctoral Thesis D PT	36	D	1	Educ
Research	001257	Education Doctoral Thesis D	72	D	1	Educ
Research	001258	Education Doctoral Thesis D (full)	72	D	1	Educ
1	004782	Education Foundations	3	1	1	Educ
1	005077	Education Foundations G	4	G	1	Educ
1 or 2	004368	Education Research Project M1	6	M	1	Educ
1 or 2	004369	Education Research Project M2A	6	M	1	Educ
1 or 2	004370	Education Research Project M2B	6	M	1	Educ
2	002604	Educational Policy & Politics M	6	M	1	Educ
Year-long	004631	Electromagnetic Waves	8	3	2	IS&E
Year-long	004474	Electronic & Computer Engineering 2	8	2	2	IS&E
1	001978	Electronic Devices & Circuits	3	4	2	IS&E
Year-long	004332	Electronic Engineering 1	6	1	2	IS&E
1	005136	Electronic Engineering 2A	4	2	2	IS&E
2	005130	Electronic Engineering 2B	4	2	2	IS&E
Year-long	004632	Electronic Engineering 3	8	4	2	IS&E
Year-long	004633	Electronic Engineering 4	12	4	2	IS&E
1	001979	Electronic Instrumentation	3	4	2	IS&E
2	004646	Electronic Records Management	4	3	1	Commn
2	001682	Electronics Engineering 1	3	1	2	IS&E
1 or 2	000900	Electronics Project G	3	G	2	IS&E
1	003925	Elements in Human Resource Management G	4	G	2	Mangmt
2	002617	Employment Discrimination & the Law	4	3	1	Mangmt
2	004644	Employment Discrimination & the Law G	4	G	1	Mangmt
Research	004535	Employment Relations Dissertation M FT	16	M	2	Mangmt
Research	004545	Employment Relations Dissertation M-PT	16	M	2	Mangmt
2	005184	Employment Relations Project M	8	M	2	Mangmt
Year-long	004476	Engineering Management 2	4	2	2	IS&E
Year-long	004628	Engineering Management 3	4	3	2	IS&E
1	005138	Engineering Physics 1A	3	1	2	IS&E
1	005137	Engineering Physics 2A	4	2	2	IS&E
1 or 2	005057	Engineering Statistics	2	2	2	IS&E
Research	002863	Engineering Thesis M	24	M	2	IS&E
Research	002862	Engineering Thesis M(full)	24	M	2	IS&E
1 or 2	005160	English for Specific Purposes G	4	G	1	Educ
1	004325	English Language & Culture	3	1	1	Educ
1	004326	English Language & Culture PG	3	PG	1	Educ
1 or 2	005019	Enriching Mathematics Learning PG	4	PG	1	Educ
1 or 2	005020	Enriching School Mathematics PG	4	PG	1	Educ
1 or 2	005018	Enriching the Mathematics Curriculum PG	4	PG	1	Educ
Research	005021	Enrichment Maths Research Project A PG	4	PG	1	Educ
Research	005022	Enrichment Maths Research Project B PG	8	PG	1	Educ
1 or 2	004216	Env Education Study (Education) PG	4	PG	2	Educ
Research	004449	Env Education Thesis (Education)M:PT	20	M	1	Educ
Research	003827	Env Education Thesis: Education F/T	20	M	2	Educ
2	000052	Environmental & Resource Economics	4	3	2	Mangmt
2	003927	Environmental & Resource Economics G	4	G	2	Mangmt
1 or 2	003821	Environmental Curriculum Inquiry	4	PG	1	Educ
1 or 2	004500	Environmental Design Doctoral Prj:AM	12	M	2	Env Des
Research	004501	Environmental Design Doctoral Prj:BD	48	D	2	Env Des
Research	001812	Environmental Design Masters Thesis	48	M	2	Env Des
Research	002861	Environmental Design Masters Thesis:Full	48	M	2	Env Des
1	000672	Environmental Planning PG	3	PG	2	AppSc
1	003031	Epidemiology & Health Statistics PG	3	PG	2	AppSc
1	003865	Equity (LLB)	4	3	3	Mangmt
2	004922	Ethical & Professional Issues Cont Soc	4	3	1	Educ
1 or 2	005156	Ethical & Regulatory Considerations G	4	G	2	AppSc
2	004838	Ethics	4	3	2	Mangmt
2	004760	Ethics & Health Policy	4	2	1	AppSc
2	004620	Evidence (LLB)	4	3	3	Mangmt
1	005052	Examination of Objects M	4	M	1	AppSc
1	004923	Explorations of Healing	4	2	1	Educ

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Educ Faculty of Education

Env Des Faculty of Environmental Design

IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
1	003556	Facilitate Chng in Organisations/Systems	3	M	2	Educ
1	004928	Facilitating Adult Learning	3	1	1	Educ
1	000080	Family Law	4	3	1	Mangmt
1	003928	Family Law G	4	G	1	Mangmt
2	003224	Field Placement G	3	G	1	Commn
Research	005139	Field Study in Community Education A M	12	M	1	Educ
Research	004233	Field Study in Counselling A M	12	M	1	Educ
Research	004234	Field Study in Counselling B M	12	M	1	Educ
2	004477	Files & Databases	4	2	2	IS&E
1 or 2	003885	Finance M1	4	M	2	Mangmt
1	003639	Financial Institutions & Markets	4	3	2	Mangmt
1 or 2	005041	Financial Management & Investment Eval M	4	M	2	Env Des
1	004839	Financial Management 1	4	3	2	Mangmt
2	004840	Financial Management 2	4	3	2	Mangmt
2	003929	Financial Management G	4	G	2	Mangmt
2	003930	Financial Management in Government M	4	M	2	Mangmt
1 or 2	005042	Financing Urban Development M	4	M	2	Env Des
1	001564	Finite Mathematics G	3	G	2	IS&E
2	004734	Food & Consumer Science	4	2	2	AppSc
2	003315	Food, Nutrition & Society	4	3	2	AppSc
1	005182	Forensic Chemistry CIT	4	2	2	AppSc
2	005183	Forensic Molecular Biology CIT	4	3	2	AppSc
1	004925	Foundations of Health Promotion	3	1	1	Educ
1	001684	Foundations of Information Services G	3	G	1	Commn
1	005191	Foundations of Information Services PG	4	PG	1	Commn
1 or 2	005124	Foundations of Information Technology	3	1	2	IS&E
2	004939	Foundations of Systems Analysis & Design	3	1	2	IS&E
1	002262	Freelance Writing G1	3	G	1	Commn
2	002264	Freelance Writing G2	3	G	1	Commn
1 or 2	002267	Freelance Writing Project G	3	G	1	Commn
1	000880	Functional Anatomy	3	1	2	AppSc
2	004961	Furniture Design	4	3	2	Env Des
1	004341	Fuzzy Logic & Neural Networks M	4	M	2	IS&E

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Educ Faculty of Education

Env Des Faculty of Environmental Design

IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
1	001127	General Mathematics G1	3	G	2	IS&E
1	000482	General Physics	3	1	2	IS&E
1	004601	General Systems Theory	4	3	2	IS&E
2	001562	Genetics	4	2	2	AppSc
1	004902	Geographic Information Systems	4	3	2	AppSc
1	005129	Global Financial Markets M	4	M	2	Mangmt
1 or 2	005036	Globalisation/ Urbanisation&Econ Growth G	4	G	2	Env Des
2	004814	Government at the Local Level	4	3	1	Mangmt
1	003498	Government Business Relations	4	3	2	Mangmt
2	002859	Grammar & Communication	4	3	1	Educ
2	000800	Grammar & Communication for TESOL M	3	M	1	Educ
1 or 2	004613	Graphic Design 1	3	1	1	Env Des
1	004962	Graphic Design 2.1	4	2	1	Env Des
2	004963	Graphic Design 2.2	4	2	1	Env Des
Year-long	004964	Graphic Design 3	8	3	1	Env Des
1	005062	Graphic Design 4.1	4	4	1	Env Des
2	005061	Graphic Design 4.2	12	4	1	Env Des
1	004966	Graphic Design Techniques 2.1	4	2	1	Env Des
2	004967	Graphic Design Techniques 2.2	4	2	1	Env Des
1	004968	Graphic Design Techniques 3.1	4	3	1	Env Des
2	004969	Graphic Design Techniques 3.2	4	3	1	Env Des
1	004352	Graphics Visualisation Techniques M	4	M	2	IS&E
2	005152	Group Counselling M	4	M	1	AppSc
1	003116	Group Counselling PG	3	PG	1	Educ

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IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
2	004735	Haematology	4	3	2	AppSc
1 or 2	004784	Health & Movement Education	3	1	1	Educ
2	001685	Health Care & the Law	3	3	1	AppSc
2	004761	Health Care & the Law	4	3	1	AppSc
1 &2	005107	Health Practices in Early Childhood-CIT	3	1	1	Educ
2	004926	Health, Status, Settings & Systems	4	2	1	Educ
2	004903	Heritage Interpretation	4	2	2	AppSc
2	005004	Heritage Interpretation PG	4	PG	2	AppSc
2	003693	Heritage Preservation	3	1	2	AppSc
1	004340	High Speed Networking M	4	M	2	IS&E
1	000112	History of Sport in Society	3	1	1	AppSc
1 or 2	004785	Honours Methodology	4	4	1	Educ
1 or 2	004786	Honours Research	4	4	1	Educ
Year-long	004689	Honours Thesis in Psychology	12	4	1	AppSc
1	004970	Honours, Faculty of Environmental Design	4	4	2	Env Des
2	003754	Hospitality Operations	4	3	2	Commn
2	003753	Hospitality Operations G	3	G	2	Commn
2	003488	HRM2: Development, Change & Diversity	4	3	2	Mangmt
Year-long	004736	Human Biochemistry	8	2	2	AppSc
1 & 2	005108	Human Dev Early Childhood Pedagogy 1-CIT	3	1	1	Educ
1	005113	Human Dev Early Childhood Pedagogy 2-CIT	4	2	1	Educ
2	005114	Human Dev Early Childhood Pedagogy 3-CIT	4	2	1	Educ
2	004336	Human Factors in Info Technology M	4	M	2	IS&E
2	005012	Human Learning: Develop Through Comm Edu	3	1	1	Educ
2	003071	Human Physiology & Anatomy 1	3	1	2	AppSc
1	004738	Human Physiology & Anatomy 2	4	2	2	AppSc
1	004142	Human Physiology & Anatomy 3	4	3	2	AppSc
2	004322	Human Physiology & Anatomy 4	4	3	2	AppSc
1 or 2	003535	Human Resource Development Prjct:Adu/ Edu	3	3	1	Educ
1 or 2	003537	Human Resource Development Project G	3	G	1	Educ
1	003432	Human Resource Management 1	4	3	2	Mangmt
1 or 2	005200	Human Resource Management G	4	G	2	Mangmt
1 or 2	005084	Human Resource Management Project M	8	M	2	Mangmt
2	004572	Human Science 1	3	1	1	AppSc
1	004573	Human Science 2	4	2	1	AppSc
1	001944	Human Sexuality PG	4	PG	2	Educ

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AppSc Faculty of Applied Science

Comm Faculty of Communication

Educ Faculty of Education

Env Des Faculty of Environmental Design

IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS Faculty
1	004737	Immunology	4	3	2 AppSc
1 or 2	003219	Independent Stdy Libry & Info Studies G	3	G	1 Comm
1 or 2	004739	Independent Study A	3	1	1 Educ
1 or 2	004790	Independent Study B	4	2	1 Educ
1 or 2	004791	Independent Study C	4	3	1 Educ
2	005010	Indigenous Australia: Contemporary Issues	4	2	1 Educ
1	005063	Industrial Design 1	3	1	2 Env Des
1	004971	Industrial Design 2.1	4	2	2 Env Des
2	004972	Industrial Design 2.2	4	2	2 Env Des
1	004973	Industrial Design 3.1	8	3	2 Env Des
2	004974	Industrial Design 3.2	4	3	2 Env Des
1	004975	Industrial Design 4.1	4	4	2 Env Des
2	004976	Industrial Design 4.2	8	4	2 Env Des
1	001372	Industrial Relations	4	3	2 Mangmt
1	003502	Industrial Relations G	4	G	2 Mangmt
2	004739	Industrial Relations in Sport	4	2	2 AppSc
1	003935	Industrial Relations M	4	M	2 Mangmt
2	004512	Industrial Relations Skills & Advocacy G	4	G	2 Mangmt
2	004205	Industrial Relations Workshop	4	3	2 Mangmt
2	004547	Influences on Nutritional Change PG	3	PG	2 AppSc
1 or 2	004420	Info Sciences Ext Studies Opt 1 PG	4	PG	2 IS&E
1 or 2	004421	Info Sciences Ext Studies Opt 2 PG	4	PG	2 IS&E
1 or 2	004422	Info Sciences Ext Studies Opt 3 PG	4	PG	2 IS&E
1 or 2	004423	Info Sciences Ext Studies Opt 4 PG	4	PG	2 IS&E
1	003757	Information & Records Management	3	1	2 Comm
2	003484	Information & Records Management G	3	G	2 Comm
1	000674	Information & Records Management G1	3	G	2 Comm
2	000677	Information & Records Management G2	3	G	2 Comm
1	005194	Information Access G	4	G	1 Comm
1	003763	Information Analysis	4	3	1 Comm
1	003760	Information Analysis G	3	G	1 Comm
1 or 2	005196	Information Delivery G	4	G	1 Comm
2	004482	Information Management Planning	3	1	1 Comm
Year-long	004467	Information Management Studies Thesis H	12	4	1 Comm
2	001176	Information Provision	3	1	1 Comm
2	003758	Information Retrieval	4	3	2 Comm
2	003765	Information Retrieval G	3	G	2 Comm
2	005189	Information Retrieval M	4	M	1 Comm
Research	003326	Information Sciences Thesis M - PT	24	M	2 IS&E
Research	003327	Information Sciences Thesis M (full)	24	M	2 IS&E
Research	002251	Information Studies Thesis M	24	M	1 Comm
Research	002827	Information Studies Thesis M (full)	24	M	1 Comm
Research	004401	Information Studies Thesis Preparation	12	PG	1 Comm
1	005185	Information Study M	6	M	1 Comm
1 or 2	004402	Information Study PG	6	PG	1 Comm
2	004473	Information Systems Management	4	3	2 IS&E
2	004474	Information Systems Management G	4	G	2 IS&E
2	005190	Information Systems Management M	4	M	2 IS&E
1	004778	Information Technology & Education	3	1	1 Educ
1	005078	Information Technology & Education G	4	G	1 Educ
2	004479	Information Technology 1	3	1	2 IS&E
1	004480	Information Technology 2	4	2	2 IS&E
2	004475	Information Technology Project G	4	G	2 IS&E
2	004476	Information Technology Workshop G	4	G	2 IS&E
2	002615	Injury & Safety Law	4	3	1 Mangmt
2	003936	Injury & Safety Law G	4	G	1 Mangmt
2	001980	Instrumentation Systems	3	4	2 IS&E
2	004240	Integrated Communication Campaigns M	4	3	1 Comm
2	004576	Integrated Communication Campaigns M	4	M	1 Comm
2	004740	Integrated Studies of Disease	4	3	3 AppSc
1	004670	Intercultural Communication	4	3	1 Comm
1	005033	Interior Design 1	4	3	2 Env Des
2	005034	Interior Design 2	4	3	2 Env Des
1	004170	Internal Medicine in Sport PG	6	PG	3 AppSc
2	005146	International & Comparative HRM G	4	G	1 Mangmt
2	005145	International & Comparative HRM M	4	M	1 Mangmt
1	004243	International Advertising	4	2	2 Comm
2	005128	International Banking M	4	M	2 Mangmt
2	003937	International Business Management M	4	M	2 Mangmt
Year-long	003805	International Communication H	8	4	1 Comm
Year-long	003791	International Communication PG	8	PG	1 Comm
2	000099	International Economics	4	3	2 Mangmt
2	003938	International Economics G	4	G	2 Mangmt
1 or 2	005159	International English Language G	8	G	1 Educ
1 or 2	004553	International Exchange 1 (Communication)	4	3	1 Comm
1 or 2	004554	International Exchange 1 (Education)	4	3	1 Educ
1 or 2	004557	International Exchange 1 (Management)	4	3	2 Mangmt
1 or 2	004552	International Exchange 1 Applied Science	4	3	2 AppSc
1 or 2	004555	International Exchange 1 Env Design	4	3	2 Env Des
1 or 2	004556	International Exchange 1 Inf Sci & Tech	4	3	2 IS&E
1 or 2	004559	International Exchange 2 (Communication)	8	3	1 Comm
1 or 2	004560	International Exchange 2 (Education)	8	3	1 Educ
1 or 2	004563	International Exchange 2 (Management)	8	3	2 Mangmt
1 or 2	004558	International Exchange 2 AppSc	8	3	2 AppSc
1 or 2	004561	International Exchange 2 Env Design	8	3	2 Env Des
1 or 2	004562	International Exchange 2 Inf Sci & Tech	8	3	2 IS&E
1 or 2	004565	International Exchange 3 (Education)	12	3	1 Comm
1 or 2	004566	International Exchange 3 (Education)	12	3	1 Educ
1 or 2	004569	International Exchange 3 (Management)	12	3	2 Mangmt
1 or 2	004564	International Exchange 3 Applied Science	12	3	2 AppSc
1 or 2	004567	International Exchange 3 Env Design	12	3	2 Env Des
1 or 2	004568	International Exchange 3 Inf Sci & Tech	12	3	2 IS&E
2	003393	International Finance	4	3	2 Mangmt
2	004140	International Finance MBA	4	M	2 Mangmt
1	002429	International Marketing	4	3	2 Mangmt
2	004577	International Marketing Communication M	4	M	1 Comm
1 or 2	003939	International Marketing G	4	G	2 Mangmt
2	000513	International Politics	4	3	1 Mangmt
1 or 2	005125	International Trade	3	3	2 Mangmt
2	001841	International Trade Law	4	3	1 Mangmt
1 or 2	003940	International Trade Law G	4	G	1 Mangmt
2	003941	International Trade Law M	4	M	1 Mangmt
Year-long	004880	Intro Public Relations & Market Comm	6	1	1 Comm
1	004679	Intro Sre Eng Sys Analysis & Design G	4	G	2 IS&E
1 & 2	005199	Intro to Early Childhood Teaching - CIT	4	G	2 IS&E
1	004678	Intro to Info Systems Architecture G	4	G	2 IS&E
2	004815	Introduction to Australian Politics	3	1	1 Mangmt
1 or 2	004677	Introduction to Business Law	3	1	1 Mangmt
1	004014	Introduction to Communication	3	1	1 Comm
Year-long	003557	Introduction to Counselling PG	8	PG	2 Educ
1	004477	Introduction to Database Systems G	4	G	2 IS&E
2	001519	Introduction to Exercise Science	3	1	1 AppSc
1	004941	Introduction to Information Systems	3	1	2 IS&E
1	004478	Introduction to Information Technology	3	1	2 IS&E
1	002569	Introduction to Linguistics	3	1	1 Educ
1 or 2	004207	Introduction to Management	3	1	2 Mangmt
2	003943	Introduction to Management G	4	G	2 Mangmt
1 or 2	004254	Introduction to Media	3	1	1 Comm
2	004999	Introduction to Microbiology	4	2	2 AppSc
Year-long	003736	Introduction to News	6	1	1 Comm
1	003942	Introduction to Planning & Control G	4	G	2 Mangmt
2	004816	Introduction to Public Policy	4	3	1 Mangmt
Year-long	003711	Introduction to Tourism	6	1	1 Comm
2	004957	Issues in Contemporary Management	4	3	2 Mangmt
2	004998	Issues in Cultural Heritage Management	4	3	2 AppSc
2	005007	Issues in Cultural Heritage Mgt PG	4	PG	2 AppSc
2	003012	Issues in Industrial Relations	4	3	1 Mangmt
2	003013	Issues in Industrial Relations G	4	G	1 Mangmt
1	000796	Issues in Special Education	6	M	1 Educ
2	004513	Issues in Workforce Management M	4	M	2 Mangmt

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Abbreviations:

AppSc Faculty of Applied Science

Commn Faculty of Communication

Educ Faculty of Education

Env Des Faculty of Environmental Design

IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
1	004865	Japanese 1A: Language & Culture	3	1	1	Educ
2	004866	Japanese 1B: Language & Culture	3	1	1	Educ
Year-long	003772	Japanese 5/6	10	3	1	Educ
Year-long	004867	Japanese Language 2	8	2	1	Educ
Year-long	004868	Japanese Language 3	8	3	1	Educ

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IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
1 or 2	004397	Laboratory Methods Sports Science:M 4cps	4	M	1	AppSc
2	000104	Labour Economics	4	3	2	Mangmt
2	003945	Labour Economics G	4	G	2	Mangmt
1	002613	Labour Law	4	3	1	Mangmt
1	003946	Labour Law G	4	G	1	Mangmt
Year-long	004905	Land Appraisal	8	3	2	AppSc
1	004615	Landscape 1	3	1	2	Env Des
Year-long	004978	Landscape Design 2	8	2	2	Env Des
1	004979	Landscape Design 3.1	4	3	2	Env Des
1	004980	Landscape Design 4.1	4	4	2	Env Des
2	004981	Landscape Design 4.2	8	4	2	Env Des
2	004982	Landscape Planning 3.2	4	2	2	Env Des
2	003681	Landscape Processes	3	1	2	AppSc
Year-long	004983	Landscape Technology 2	8	2	2	Env Des
2	004984	Landscape Technology 3	4	3	2	Env Des
2	002570	Language Change	4	3	1	Educ
2	000807	Language Change M	3	M	1	Educ
2	004793	Language Education 1	3	1	1	Educ
1	004794	Language Education 2	4	4	1	Educ
1	004291	Language Teaching in Action PG	3	PG	1	Educ
1	000784	Language Tests M (Design & Production)	3	M	1	Educ
1	002858	Language Tests:(Design & Production)	4	3	1	Educ
2	002571	Language, Culture & Society	3	1	1	Commn
2	001228	Language, Culture & Society PG	3	PG	1	Commn
1	004602	Languages & Compilers	4	4	2	IS&E
1 or 2	004991	Law 1: Introduction to Law	3	1	3	Mangmt
2	004992	Law 2:Contracts LLB	3	1	3	Mangmt
2	004135	Law 3: Business Transactions (LLB)	4	3	3	Mangmt
1	004136	Law 4: Corporations (LLB)	4	3	3	Mangmt
2	004137	Law 5: Taxation (LLB)	4	3	3	Mangmt
1	004138	Law 6: Administrative Law (LLB)	4	3	3	Mangmt
1 or 2	003870	Law G1: Introduction to Law (LLB)	4	G	1	Mangmt
2	003871	Law G2: Contract (LLB)	4	G	1	Mangmt
2	003872	Law G3: Business Transactions (LLB)	4	G	1	Mangmt
1	003873	Law G4: Corporations (LLB)	4	G	1	Mangmt
2	003874	Law G5: Taxation (LLB)	4	G	1	Mangmt
1	003875	Law G6: Administrative Law (LLB)	4	G	1	Mangmt
1	003947	Law in Administration G	4	G	1	Mangmt
2	004993	Law of Business Associations	4	3	1	Mangmt
2	003948	Law of Business Decisions M	4	M	1	Mangmt
2	001610	Law of Business Transactions	4	3	1	Mangmt
2	003949	Law of Business Transactions G	4	G	1	Mangmt
2	000952	Law of Communications	4	3	1	Mangmt
2	003950	Law of Communications G	4	G	1	Mangmt
2	003951	Law of Employment G	4	G	1	Mangmt
2	001612	Law of Financial Institutions	4	2	1	Mangmt
2	003858	Law of Obligations (LLB)	4	3	3	Mangmt
2	004621	Lawyers/Professional Responsibility:LLB	4	3	3	Mangmt
1 or 2	003820	Learning Processes in Enviromnental Edu	4	PG	1	Educ
1 or 2	005126	Legal Principles & Practices	3	1	1	Mangmt
1 or 2	004514	Legal Research Reading M	4	M	1	Mangmt
Research	004517	Legal Science Dissertation D(full-time)	48	D	1	Mangmt
Research	004518	Legal Science Dissertation D(part time)	48	D	1	Mangmt
Year-long	004622	Legal Theory (LLB)	4	3	3	Mangmt
Year-long	004357	Legal Theory G	4	G	1	Mangmt
1 or 2	004150	Legislative Internship	8	3	1	Mangmt
2	005058	Linear Algebra	2	2	2	IS&E
1	001229	Linguistics PG	3	PG	1	Educ
1	004795	Literacy & Learning Difficulties	4	3	1	Educ
1	004796	Literacy for Teachers	3	1	1	Educ
1	000399	Literary Studies 1	3	1	1	Commn
2	004869	Literary Studies 2	3	1	1	Commn
1	004870	Literary Studies 3	4	2	1	Commn
2	004871	Literary Studies 4	4	2	1	Commn
1	004872	Literary Studies 5	4	3	1	Commn
2	004055	Literary Studies 6	4	3	1	Commn
1	004623	Litigation & Dispute Processing (LLB)	4	3	3	Mangmt

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Abbreviations:

AppSc Faculty of Applied Science

Commn Faculty of Communication

Educ Faculty of Education

Env Des Faculty of Environmental Design

IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
2	004603	Machine Intelligence	4	4	2	IS&E
1 or 2	000034	Macroeconomics 1	3	1	2	Mangmt
2	000035	Macroeconomics 2	4	3	2	Mangmt
1	003957	Macroeconomics G	4	G	2	Mangmt
2	003958	Macroeconomics G2	4	G	2	Mangmt
2	003956	Macroeconomics G3	4	G	2	Mangmt
1 or 2	004502	Major Application Project G	4	G	2	Educ
2	004741	Major Sports Event Management	4	3	2	AppSc
2	003959	Manage Individual & Organisational Chng	4	G	2	Mangmt
1 or 2	003530	Management & Leadership in HRD G	3	G	1	Educ
1	004362	Management Decisions Using Computers G	4	G	2	IS&E
1	003752	Management of Archives	4	3	1	Commn
1	003764	Management of Archives G	3	G	1	Commn
1 or 2	005163	Management Project	4	3	2	Mangmt
2	004680	Management Support Systems G	4	G	2	IS&E
1	005202	Management Theory and Practice G	4	G	2	Mangmt
1	000102	Managerial Economics	4	3	2	Mangmt
1	003961	Managerial Economics G	4	G	2	Mangmt
1 or 2	005043	Managing Urban Systems M	4	M	2	Env Des
1 or 2	000498	Marketing	4	3	2	Mangmt
Research	004582	Marketing Comm Research Project M	8	M	1	Commn
1	005030	Marketing Communication G	8	G	1	Commn
1	004581	Marketing Communication Research M	4	M	1	Commn
1	004583	Marketing Communication Strategy M	4	M	1	Commn
1	004584	Marketing Communication Theory M	4	M	1	Commn
1 or 2	003962	Marketing G	4	G	2	Mangmt
2	003249	Marketing Law	4	3	1	Mangmt
2	004355	Marketing Law G	4	G	1	Mangmt
2	001989	Marketing Management	4	3	2	Mangmt
2	003963	Marketing Management G	4	G	2	Mangmt
2	004585	Marketing Management M	4	M	2	Mangmt
1 or 2	003964	Marketing MBA	4	M	2	Mangmt
2	003965	Marketing Research Methods	4	3	2	Mangmt
2	004484	Marketing Research Methods G	4	G	2	Mangmt
2	004651	Mass Communication Audiences	4	3	1	Commn
1	004054	Mass Communication Production	4	3	1	Commn
1 or 2	004403	Master Education Thesis Preparation M-FT	12	M	1	Educ
Research	004404	Master of Education Thesis Preparation M	12	M	1	Educ
Research	000500	Master of Education Thesis Type 1	48	M	1	Educ
Research	002825	Master of Education Thesis Type 1 (full)	48	M	1	Educ
Research	001755	Master of Education Thesis Type 2	24	M	1	Educ
Research	002826	Master of Education Thesis Type 2 (full)	24	M	1	Educ
Research	004391	Master of Laws Dissertation (full-time)	8	M	3	Mangmt
Research	004390	Master of Laws Dissertation (part time)	8	M	3	Mangmt
Research	004392	Master of Nursing Thesis M (full-time)	40	M	1	AppSc
Research	004393	Master of Nursing Thesis M (part time)	40	M	1	AppSc
2	004742	Materials Chemistry	4	2	2	AppSc
1 or 2	001904	Materials for Language Teaching PG	3	PG	1	Educ
1	003695	Materials Science 1	3	1	2	AppSc
1	003696	Materials Science 2	3	1	2	AppSc
2	003697	Materials Science 3	3	1	2	AppSc
2	003698	Materials Science 4	3	1	2	AppSc
1	000577	Mathematical Methods	3	1	2	IS&E
1	005087	Mathematical Methods G3	4	G	2	IS&E
2	004843	Mathematical Models	4	2	2	IS&E
1	003990	Mathematical Perspectives A	4	3	2	IS&E
2	003991	Mathematical Perspectives B	4	3	2	IS&E
1	004844	Mathematical Structures	4	2	2	IS&E
2	004797	Mathematics & Learning Difficulties	4	2	1	Educ
1	005161	Mathematics & Learning Difficulties PG	3	PG	1	Educ
Year-long	004274	Mathematics 1/2	6	1	2	IS&E
2	000576	Mathematics 2	3	1	2	IS&E
1	004458	Mathematics 5	4	3	2	IS&E
2	004459	Mathematics 6	4	4	2	IS&E
1	004798	Mathematics Education 1	4	2	1	Educ
2	004799	Mathematics Education 2	4	3	1	Educ
Year-long	004462	Mathematics G3	4	G	2	IS&E
Year-long	004463	Mathematics G4	4	G	2	IS&E
2	004743	Measurement of Sport	3	1	2	AppSc
1	004652	Media Production 1	4	2	1	Commn
2	004653	Media Production 2	4	2	1	Commn
2	004277	Media Representation & Analysis	3	1	1	Commn
1 or 2	000020	Microeconomics 1	3	1	2	Mangmt
1	004076	Microeconomics 2	4	3	2	Mangmt
1 or 2	003967	Microeconomics G	4	G	2	Mangmt
1	003968	Microeconomics G2	4	G	2	Mangmt
1 or 2	003969	Microeconomics MBA G	4	G	2	Mangmt
1	004716	Midwifery Care PG1: The Birthing Process	4	PG	1	AppSc
2	004717	Midwifery Care PG2	4	PG	1	AppSc
Year-long	005002	Midwifery Practice PG	8	PG	1	AppSc
1	004744	Molecular Biology	4	3	2	AppSc
1	004931	Mths of Inquiry Prof & Comm Education	4	3	1	Educ
1	004873	Multimedia Management	4	3	1	Commn
2	004881	Multimedia Production	4	2	1	Commn
1	005031	Multivariate Calculus	2	2	2	IS&E
2	004698	Musculoskeletal Medicine Sprt/Exer PG2	4	PG	2	AppSc
1	004697	Musculoskeletal Medicine Sprt/Exerc PG1	4	PG	2	AppSc
1	004906	Museology	4	2	1	AppSc
1	005006	Museology G	4	G	2	AppSc

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Abbreviations:

AppSc Faculty of Applied Science

Commn Faculty of Communication

Educ Faculty of Education

Env Des Faculty of Environmental Design

IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
1 or 2	004328	Network Information Sources	4	2	2	Commn
1 or 2	004329	Network Information Sources G	3	G	2	Commn
1 or 2	005193	Network Information Sources G	4	G	2	Commn
1	004745	Neuroanatomy & Motor Control	4	2	2	AppSc
1	004654	New Media 1	4	3	1	Commn
2	004655	New Media 2	4	3	1	Commn
2	005032	Numerical Analysis	2	2	2	IS&E
Year-long	004762	Nursing 1:Health Promotion & Maintenance	6	1	1	AppSc
1	003657	Nursing 10:Field Studies	6	3	2	AppSc
1	004763	Nursing 2:Critical Thinking	3	1	1	AppSc
2	003376	Nursing 3: Health, Culture & Society	3	1	1	AppSc
Year-long	003427	Nursing 4: Common Alterations in Health	8	2	1	AppSc
1	004764	Nursing 5:Family Health	4	2	1	AppSc
Year-long	004765	Nursing 6:Mental Health	8	3	1	AppSc
Year-long	004766	Nursing 7:Lifespan	8	3	1	AppSc
1	003656	Nursing 8: Applying Research to Practice	3	3	2	AppSc
1	004767	Nursing 8:Honours, Research & Clinical	4	3	1	AppSc
1	004768	Nursing 8:Research Methods	4	3	1	AppSc
1	004769	Nursing 9:Honours, Nursing Practice	8	3	1	AppSc
1	004770	Nursing 9:Nursing Practice & Leadership	8	3	1	AppSc
2	004771	Nursing Project (Honours)	12	4	1	AppSc
1 or 2	003287	Nursing Project M	12	M	2	AppSc
Research	003655	Nursing Project M (P/T)	12	M	1	AppSc
1	003654	Nursing Role Theory M3	4	M	1	AppSc
1	003653	Nursing Specialty Practice M4	4	M	1	AppSc
1	003648	Nursing Specialty Practice PG1	4	PG	1	AppSc
2	003651	Nursing Specialty Practice PG2	4	PG	1	AppSc
2	001049	Nursing Studies 6	3	3	1	AppSc
1	003647	Nursing Trends & Issues PG1	4	PG	1	AppSc
2	003650	Nursing Trends & Issues PG2	4	PG	1	AppSc
2	004251	Nutrition & Health PG	3	PG	2	AppSc
1	004250	Nutrition Research Design PG	3	PG	2	AppSc
2	004307	Nutritional Sci Physical Activity PG	3	PG	2	AppSc
1	004144	Nutritional Science	4	3	2	AppSc
1	004249	Nutritional Science & the Lifecycle PG	3	PG	2	AppSc

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AppSc Faculty of Applied Science

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IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
2	004775	0-3 Development, Cognition & Planning	3	1	1	Educ
1	004604	Object Oriented Software Design	4	4	2	IS&E
1	004335	Object-Oriented Analysis & Design M	4	M	2	IS&E
Year-long	003766	Office Management 1/2	6	1	1	Commn
Year-long	003751	Office Management 3/4	8	3	1	Commn
1	003779	Office Management 5	4	3	2	Commn
2	002590	Office Management 6	4	3	2	Commn
2	005195	Online Information Retrieval G	4	G	1	Commn
1	004748	Organisation & Policy of Sport	3	1	2	AppSc
1	003970	Organisation Design M	4	M	2	Mangmt
2	004702	Organisation, Delivery Eval Spec Prac PG	4	PG	1	AppSc
2	004818	Organisational Behaviour	3	1	2	Mangmt
2	003971	Organisational Behaviour G	4	G	2	Mangmt
2	004669	Organisational Communication	4	3	1	Commn
1	002431	Organisational Culture	4	3	1	Mangmt
1	003972	Organisational Culture M	4	M	1	Mangmt
2	004929	Organisational Learning & Development	4	3	1	Educ
1	004691	Organizational Psychology PG	4	PG	1	AppSc

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IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS Faculty
1	004819	Parties & Elections	4	3	1 Mangmt
2	004521	Partners in Learning	4	3	1 Comm
2	004746	Pathobiology	4	2	3 AppSc
1	004772	Pathophysiology & Drug Therapy	4	3	3 AppSc
2	003108	People with Learning Problems PG	3	PG	1 Educ
1 or 2	004538	Performance & Evaluation Management G	4	G	2 Mangmt
1	004820	Performance Management & Analysis	4	2	2 Mangmt
2	004800	Performance Studies: Physical Education	4	2	1 Educ
2	004930	Personal Contexts of Change	4	2	1 Educ
1	004806	Personal Development, Health & P.E.	3	1	1 Educ
2	005025	Perspectives on Gender	3	1	1 Educ
1	004927	Perspectives, Roles & Practices in HRD	4	1	1 Educ
2	003603	Physical Principles	3	1	2 IS&E
2	004846	Physical Sciences Project	4	3	2 IS&E
2	004747	Physiology of Exercise	4	2	2 AppSc
2	001573	Planning & Environmental Law	4	3	1 Mangmt
2	003973	Planning & Environmental Law G	4	G	1 Mangmt
1	005000	Planning & Processes in Sport	4	2	1 AppSc
1 or 2	005044	PlanningEnv Large Rapidly Dev Cities M	4	M	2 Env Des
2	003623	Plants and Animals	3	1	2 AppSc
2	004215	Policy Issues in Macroeconomics	4	3	2 Mangmt
1	004214	Policy Issues in Microeconomics	4	3	2 Mangmt
2	003974	PolicyProgram Evaluation M	4	M	2 Mangmt
1	000675	Politics and Democracy	3	1	1 Mangmt
1	004060	Politics in Developing Nations	4	3	1 Mangmt
2	004821	Politics of Welfare	4	3	1 Mangmt
1	004224	Portfolio Theory & Investment Analysis M	4	M	2 Mangmt
2	005150	Practical Placement WL	4	M	1 AppSc
1	004965	Practice Management A	4	4	2 Env Des
2	004966	Practice Management B	4	5	2 Env Des
2	005162	Praxis of Adult & Community Education	3	1	1 Educ
Year-long	004525	Preliminary Professional Project M	8	M	2 Mangmt
2	005008	Preventive Conservation PG	4	PG	2 AppSc
1	005181	Principles of Forens.Sci. & Invest. CIT	3	1	2 AppSc
1	004703	Principles of Speciality Nursing Care PG	4	PG	1 AppSc
1	004807	Principles, Practice Hth & Movement Educ	4	3	1 Educ
1	004658	Print Journalism 1	4	3	1 Comm
2	004659	Print Journalism 2	4	2	1 Comm
1	004493	Professional Communication Skills	3	1	1 Comm
1 or 2	005103	Professional Experience (Infants) - CIT	0	1	1 Educ
1 or 2	005102	Professional Experience (Overseas) - CIT	0	1	1 Educ
1 or 2	005105	Professional Experience (PreSchool)-CIT	0	2	1 Educ
1 or 2	005104	Professional Experience (Toddlers) - CIT	0	2	1 Educ
Year-long	005095	Professional Experience 1 - Primary	0	1	1 Educ
Year-long	005115	Professional Experience 1 - Primary GE	0	1	1 Educ
1	005098	Professional Experience 1 - Secondary	0	1	1 Educ
Year-long	005116	Professional Experience 1 - Secondary GE	0	1	1 Educ
1	005173	Professional Experience 1A - Primary	0	1	1 Educ
1	005167	Professional Experience 1A - Primary GE	0	1	1 Educ
1	005169	Professional Experience 1A - Secondary GE	0	1	1 Educ
2	005174	Professional Experience 1B - Primary	0	1	1 Educ
2	005170	Professional Experience 1B - Primary GE	0	1	1 Educ
2	005168	Professional Experience 1B - Secondary GE	0	1	1 Educ
Year-long	005096	Professional Experience 2 - Primary	0	1	1 Educ
2	005099	Professional Experience 2 - Secondary	0	1	1 Educ
2	005099	Professional Experience 2 - Secondary	0	2	1 Educ
1	005117	Professional Experience 2 - Secondary GE	0	2	1 Educ
1	005171	Professional Experience 2A - Primary	0	1	1 Educ
2	005172	Professional Experience 2B - Primary	0	1	1 Educ
Year-long	005097	Professional Experience 3 - Primary	0	1	1 Educ
1	005100	Professional Experience 3 - Secondary	0	4	1 Educ
2	005118	Professional Experience 3 - Secondary GE	0	2	1 Educ
1	005165	Professional Experience 3A - Primary	0	1	1 Educ
2	005166	Professional Experience 3B - Primary	0	1	1 Educ
2	005101	Professional Experience 4 - Secondary	0	4	1 Educ
1	005093	Professional Experience G1 - Secondary	0	G	1 Educ
2	005094	Professional Experience G2 - Secondary	0	G	1 Educ
Year-long	004237	Professional Field Experience M1	2	M	1 Educ
Year-long	004238	Professional Field Experience M2	2	M	1 Educ
2	003111	Professional Field Experience PG1	2	PG	1 Educ
1 or 2	003112	Professional Field Experience PG2	2	PG	1 Educ
2	003559	Professional Issues in Counselling M	3	M	2 Educ
1 or 2	004909	Professional Prac in Resource & Env Sci	4	3	2 AppSc
1 or 2	004907	Professional Practice 1	4	3	2 AppSc
2	004908	Professional Practice 2	4	3	2 AppSc
1 or 2	005009	Professional Practice in CHM PG	4	PG	2 AppSc
Year-long	004932	Professional Study Community Education	4	2	1 Educ
1 or 2	004450	Professional Study in Education M FT	12	M	1 Educ
Research	004451	Professional Study in Education M PT	12	M	1 Educ
2	005054	Professionalism in a Changing Society	4	3	1 Educ
2	004933	Program Design Adlt Educ & Prof Develop	4	2	1 Educ
2	004351	Proj & Qual Mgt Info Tech Sys Dvlpt M	4	M	2 IS&E
1	001359	Project Evaluation	4	3	2 Mangmt
1	003975	Project Evaluation G	4	G	2 Mangmt
2	004943	Project Management	4	3	2 IS&E
1 or 2	004801	Promoting Positive Learning Environments	4	3	1 Educ
1 or 2	005079	Promoting Positive Learning Environs G	4	G	1 Educ
1	003863	Property Law (LLB)	4	3	3 Mangmt
1	003976	Property Law G	4	G	1 Mangmt
2	002860	Psycholinguistics	4	3	1 Educ
1	005153	Psychological Assessment M	4	M	1 AppSc
1	004692	Psychological Measurement PG	4	PG	1 AppSc
1	004309	Psychology 101	3	1	1 AppSc
2	004310	Psychology 102	3	1	1 AppSc
2	004311	Psychology 201	4	2	1 AppSc
1	004312	Psychology 202	4	2	1 AppSc
1	004313	Psychology 203	4	2	1 AppSc
1	005144	Psychology 203: Developmental Psychology	4	2	1 AppSc
2	004366	Psychology 205	4	2	1 AppSc
2	004315	Psychology 301	4	3	1 AppSc
1	004316	Psychology 302	4	3	1 AppSc
1	004317	Psychology 303	4	3	1 AppSc
2	004318	Psychology 304	4	3	1 AppSc
2	003143	Psychology 305: Social Psychology	4	3	1 AppSc
2	004750	Psychology of Sport	4	2	1 AppSc
Research	004515	Public Administration Dissertation D FT	48	D	2 Mangmt
Research	004516	Public Administration Dissertation D PT	48	D	2 Mangmt
2	003977	Public Administration G	4	G	2 Mangmt
Year-long	004435	Public Companies (LLB)	8	3	3 Mangmt
2	000101	Public Finance	4	3	2 Mangmt
2	003979	Public Finance G	4	G	2 Mangmt
1	003980	Public Policy Analysis M	4	M	2 Mangmt
2	004660	Public Relations Practice 1	4	2	1 Comm
1	004661	Public Relations Practice 2	4	3	1 Comm
2	003724	Public Relations Practice G	4	G	1 Comm
2	004662	Public Relations Strategy	4	3	1 Comm
2	004586	Public Relations Strategy G	4	G	1 Comm
1	004882	Public Relations Theory	4	2	1 Comm
1	004822	Public Sector Management	4	2	2 Mangmt
1	003981	Public Sector Management M	4	M	2 Mangmt
2	004424	Publication Design	4	3	1 Comm
1	004425	Publishing	4	3	1 Comm
1	003937	Publishing G	3	G	1 Comm

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Abbreviations:

AppSc Faculty of Applied Science

Commn Faculty of Communication

Educ Faculty of Education

Env Des Faculty of Environmental Design

IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
1	004847	Quantitative Decision Making 1	4	2	2	IS&E
2	004848	Quantitative Decision Making 2	4	3	2	IS&E
1	004910	Quantitative Ecology 1	4	2	2	AppSc
2	004911	Quantitative Ecology 2	4	2	2	AppSc
1 or 2	003889	Quantitative Methods G	4	G	2	IS&E
1	004113	Quantity Surveying Practice	3	3	2	Env Des

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AppSc Faculty of Applied Science

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Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
1	002608	Radio & Lightwave Communications	3	4	2	IS&E
2	004605	Real-Time Computing & Control	4	4	2	IS&E
1 or 2	004802	Reconstructing Maths Understanding	3	1	1	Educ
1 or 2	004537	Regional & Local Management G1:Planning	4	G	2	Mangmt
1 or 2	004541	Regional & Local Management G2	4	G	2	Mangmt
1 or 2	004539	Regional Development G	4	G	2	Mangmt
Research	004529	Regional Tourism Development M	8	M	1	Commn
1 or 2	002624	Regolith Mapping PG	3	PG	2	AppSc
2	004912	Regolith Studies	4	2	2	AppSc
2	004913	Remote Sensing	4	3	2	AppSc
2	000691	Remote Sensing PG	3	PG	2	AppSc
1 or 2	005045	Research Essay M	4	M	2	Env Des
Year-long	004773	Research Honours in Applied Science:FT	24	4	2	AppSc
Research	004774	Research Honours in Applied Science:PT	24	4	2	AppSc
1	004452	Research in Language Study PG	3	PG	1	Educ
1 or 2	004526	Research Methodology M	4	M	2	Mangmt
2	005151	Research Methods & Ethics M	4	M	1	AppSc
Year-long	004693	Research Methods & Ethics Psychology PG	4	PG	1	AppSc
1 or 2	004504	Research Methods Environmental Design M	4	M	2	Env Des
1	003944	Research Methods G	4	G	1	Mangmt
1	004217	Research Methods H	6	4	1	Commn
1 or 2	003527	Research Methods in HRD G	3	G	1	Educ
1	004520	Research Methods M	4	M	2	Mangmt
1	000994	Research Methods PG	6	PG	1	Commn
1	004174	Research Methods PG1 (Sports Medicine)	6	PG	3	AppSc
2	004175	Research Methods PG2 (Sports Medicine)	6	PG	3	AppSc
1	004699	Research Methods:Sprt Physio PG1	4	PG	2	AppSc
2	004700	Research Methods:Sprt Physio PG2	8	PG	2	AppSc
1	001807	Research Planning PG	3	PG	2	AppSc
1 or 2	003525	Research Project HRD: Adult Education G	3	G	1	Educ
Year-long	005055	Research Project in Psychology PG	12	PG	1	AppSc
Year-long	005075	Research Project-App Psy: Counselling PG	12	PG	2	Educ
1 or 2	004085	Research Resources in Sports Studies M	4	M	1	AppSc
1	003385	Research Skills	3	1	1	Commn
1	003386	Research Skills G	3	G	1	Commn
1 or 2	004405	Research Studies in Applied Physics M	8	M	2	IS&E
1 or 2	004407	Research Studies in Electronics M	8	M	2	IS&E
1 or 2	004410	Research Studies in Mathematics M	8	M	2	IS&E
1 or 2	004414	Research Studies in Statistics M	8	M	2	IS&E
Year-long	004914	Resource & Environmental Management	8	3	2	AppSc
1	004915	Resource Information Systems	4	2	2	AppSc
2	000692	Resource Policy Analysis PG	3	PG	2	AppSc
1	001692	Resources for Young People	4	3	1	Commn
1	001165	Resources for Young People G	3	G	1	Commn
1 or 2	004803	Responding Individual Needs in Education	4	4	1	Educ
2	005081	Responding to Individual Needs in Ed G	4	G	1	Educ
1	003934	Restrictive Trade Practices Law M	4	M	1	Mangmt
1	004994	Revenue Law	4	3	1	Mangmt
1 or 2	002625	Rock Weathering PG	3	PG	2	AppSc
1 or 2	004406	Rsch Studies Artificial Intelligence M	8	M	2	IS&E
1 or 2	004415	Rsch Studies Communications Eng M	8	M	2	IS&E
1 or 2	004417	Rsch Studies Computer Sys Eng M	8	M	2	IS&E
1 or 2	004419	Rsch Studies Distributed Systems M	8	M	2	IS&E
1 or 2	004416	Rsch Studies Electronics Eng M	8	M	2	IS&E
1 or 2	004418	Rsch Studies Human Computer Interface M	8	M	2	IS&E
1 or 2	004408	Rsch Studies in Computer Technology M	8	M	2	IS&E
1 or 2	004409	Rsch Studies Information Systems M	8	M	2	IS&E
1 or 2	004411	Rsch Studies Operations Research M	8	M	2	IS&E
1 or 2	004412	Rsch Studies Programming Systems M	8	M	2	IS&E
1 or 2	004413	Rsch Studies S/w Eng M	8	M	2	IS&E

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Abbreviations:

AppSc Faculty of Applied Science

Comm Faculty of Communication

Educ Faculty of Education

Env Des Faculty of Environmental Design

IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
1	004805	Science Education	4	2	1	Educ
1	004816	Science, Environment & Society	3	1	2	AppSc
1	004172	Scientific Basis Clinical Sprt Med PG	6	PG	3	AppSc
1	002273	Scriptwriting G1	3	G	1	Comm
2	002278	Scriptwriting G2	3	G	1	Comm
1 or 2	002279	Scriptwriting Project G	3	G	1	Comm
1	004812	Secondary Teaching 1	8	4	1	Educ
2	004813	Secondary Teaching 2	8	4	1	Educ
1	005180	Secondary Teaching Studies 1	4	4	1	Educ
1	005080	Secondary Teaching Studies 1G	4	G	1	Educ
2	005179	Secondary Teaching Studies 2	4	4	1	Educ
2	005083	Secondary Teaching Studies 2G	4	G	1	Educ
1	003920	Securities Regulation M	4	M	1	Mangmt
1	004934	Sexualities, Gender & Society	4	3	1	Educ
1 or 2	003523	Skills & Strategies in HRD G	6	G	1	Educ
1	003114	Skills in Interpersonal Communication PG	3	PG	1	Educ
1 or 2	003823	Social & Cultural Perspectives of Env PG	4	PG	2	AppSc
2	001354	Social Analysis of Sport	3	1	1	AppSc
2	003028	Social Change & Education M	6	M	1	Educ
2	005076	Social Context of the Curriculum G	4	G	1	Educ
2	004808	Social Education	4	3	1	Educ
2	001670	Social Inequality	4	3	1	Mangmt
1	000953	Social Research Methods	3	1	1	Mangmt
2	003818	Social Science Project	8	3	2	Mangmt
1	004935	Societal Contexts of Change	4	2	1	Educ
1	000716	Sociological Theory	4	3	1	Mangmt
1	000955	Sociology of Health	4	3	1	Mangmt
2	003431	Sociology of Work	4	3	1	Mangmt
2	004483	Software Technology 1	3	1	2	IS&E
1	004482	Software Technology 2	4	2	2	IS&E
1	004874	Spanish 1A Language & Culture	3	1	1	Educ
2	004875	Spanish 1B Language & Culture	3	1	1	Educ
Year-long	003776	Spanish 5/6	10	3	1	Educ
Year-long	004876	Spanish Language 2	8	2	1	Educ
Year-long	004877	Spanish Language 3	8	3	1	Educ
2	004361	Special Areas of Marketing G	4	G	2	Mangmt
1	002493	Special Communication Studies M1	6	M	1	Comm
2	002494	Special Communication Studies M2	6	M	1	Comm
2	004173	Special Consideration Sports Medicine PG	6	PG	3	AppSc
2	004701	Special Consideration Sports Physio PG	4	PG	2	AppSc
1 or 2	003426	Special Research Topics PG	3	PG	2	AppSc
1 or 2	004751	Special Sports Studies	4	3	1	AppSc
1	002578	Special Studies in Applied Linguistics A	4	4	1	Educ
2	002579	Special Studies in Applied Linguistics B	4	3	1	Educ
1	004883	Special Studies in Communication 1	4	3	1	Comm
2	004884	Special Studies in Communication 2	4	3	1	Comm
1 or 2	001951	Special Studies in Education(TESOL)M	3	M	1	Educ
1	001839	Special Studies in Modern Languages A	4	2	1	Educ
2	001753	Special Studies in Modern Languages B	4	2	1	Educ
1 or 2	004997	Special Studies in Nursing	8	3	2	AppSc
1	005029	Special Studies in Professional Practice	4	M	2	Mangmt
1 or 2	003223	Special Studies Library/ Info Studies G	3	G	1	Comm
1 or 2	001593	Special Studies Sports Historiography M	5	M	1	AppSc
1 or 2	004987	Special Study in Environmental Design	4	5	2	Env Des
1	002835	Special Study in Media A	4	3	1	Comm
2	002836	Special Study in Media B	4	3	1	Comm
1 or 2	001265	Special Study in Special Education PG1	3	PG	1	Educ
1 or 2	001273	Special Study in Special Education PG2	3	PG	1	Educ
1	004133	Special Topic Public Communication PG1	4	PG	1	Comm
2	004132	Special Topic Public Communication PG2	4	PG	1	Comm
1 or 2	004752	Sponsorship & Fundraising in Sport	4	3	2	AppSc
1	004753	Sport & Business	4	3	2	AppSc
2	004754	Sport & Politics	4	3	1	AppSc
1	000765	Sports & the Law	4	3	1	Mangmt
1	004645	Sports & the Law G	4	G	1	Mangmt
1	004755	Sports Journalism 1	4	3	1	AppSc
1	004756	Sports Journalism 2	4	3	1	AppSc
1 or 2	003576	Sports Marketing	4	3	1	AppSc
2	004178	Sports Medicine	4	3	3	AppSc
Research	001788	Sports Studies Thesis M	32	M	1	AppSc
Research	002828	Sports Studies Thesis M (full)	32	M	1	AppSc
Research	004394	Sports Studies Thesis M (full-time)36cps	36	M	1	AppSc
Research	004395	Sports Studies Thesis M (part time)36cps	36	M	1	AppSc
2	004936	Strategic Approaches to Prof Development	4	2	1	Educ
1 or 2	004506	Strategic Asset Planning G	4	G	2	Educ
2	004823	Strategic Management	4	2	2	Mangmt
1 or 2	004223	Strategic Management M	4	M	2	Mangmt
1 or 2	005046	Strategic Planning in Urban Management M	4	M	2	Env Des
1 or 2	003521	Strategy Design & Implementation in HRD	7	G	1	Educ
2	003109	Students with Gifts & Talents PG	3	PG	1	Educ
1 or 2	003331	Studies in Artificial Intelligence PG	6	PG	2	IS&E
1 or 2	003342	Studies in Artificial Intelligence PG	6	PG	2	IS&E
1 or 2	001002	Studies in Computer Organisation PG	6	PG	2	IS&E
1 or 2	001013	Studies in Computer Organisation PG	6	PG	2	IS&E
1 or 2	003335	Studies in Computer Technology PG	6	PG	2	IS&E
1 or 2	003345	Studies in Computer Technology PG	6	PG	2	IS&E
Research	004594	Studies in Educational Policy M	12	M	1	Educ
Research	004595	Studies in Educational Theory/Practice M	12	M	1	Educ
1 or 2	001003	Studies in Information Systems PG	6	PG	2	IS&E
1 or 2	001016	Studies in Information Systems PG	6	PG	2	IS&E
Research	004596	Studies in Learning & Instruction M	12	M	1	Educ
1 or 2	001005	Studies in Programming Systems PG	6	PG	2	IS&E
1 or 2	001012	Studies in Programming Systems PG	6	PG	2	IS&E
1 or 2	003334	Studies in Software Engineering PG	6	PG	2	IS&E
1 or 2	003344	Studies in Software Engineering PG	6	PG	2	IS&E
1 or 2	004424	Studies Info Sciences Opt 1 PG	8	PG	2	IS&E
1 or 2	004425	Studies Info Sciences Opt 2 PG	8	PG	2	IS&E
1 or 2	004426	Studies Tech Sciences Opt 1 PG	8	PG	2	IS&E
1 or 2	004427	Studies Tech Sciences Opt 2 PG	8	PG	2	IS&E
1	004030	Sub-Editing	4	3	1	Comm
2	004104	Supervisory Management G	3	G	1	Comm
2	005192	Supervisory Management M	4	M	1	Comm
2	004105	Supervisory Management	4	3	1	Comm
2	004481	System Software	4	2	2	IS&E
1 or 2	005127	Systems Analysis	3	1	2	IS&E

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Abbreviations:

AppSc Faculty of Applied Science

Commn Faculty of Communication

Educ Faculty of Education

Env Des Faculty of Environmental Design

IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
2	004375	Tax Admin & Professional Responsibility	4	PG	1	Mangmt
2	004381	Tax Admin:Professional Responsibility M	4	M	1	Mangmt
2	001231	Teaching & Learning (TESOL) PG	3	PG	1	Educ
1	004498	Teaching & Learning in Higher Education	4	G	1	Educ
1	001757	Teaching English as a Second Language 1	4	2	1	Educ
2	001758	Teaching English as a Second Language 2	4	3	1	Educ
1	004804	Teaching Internship	4	4	1	Educ
1	003699	Technical Examination Methods	3	1	2	AppSc
Research	003328	Technological Sciences Thesis M	24	M	2	IS&E
Research	003329	Technological Sciences Thesis M (full)	24	M	2	IS&E
Year-long	004616	Technology 1	6	1	2	Env Des
2	004809	Technology Education	4	2	1	Educ
2	001905	Technology in Language Teaching PG	3	PG	1	Educ
1	004663	Television Production 1	4	3	1	Commn
2	004664	Television Production 2	4	3	1	Commn
Research	005017	TESOL Dissertation M	6	M	1	Educ
1	005013	TESOL Methodology PG1	3	PG	1	Educ
2	005014	TESOL Methodology PG2	3	PG	1	Educ
1	005015	TESOL Studies M1	3	M	1	Educ
2	005016	TESOL Studies M2	3	M	1	Educ
1	005069	Thai 1A:Language & Culture	3	1	1	Educ
2	005070	Thai 1B:Language & Culture	3	1	1	Educ
1	005071	Thai 2A:Language	4	2	1	Educ
2	005072	Thai 2B:Language	4	2	1	Educ
1 or 2	002626	The Australian Regolith PG	3	PG	2	AppSc
2	004811	The Social Context of the Curriculum	4	4	1	Educ
2	005024	The World of Chance	4	3	2	IS&E
1	003652	Theoretical Applications M4	4	M	1	AppSc
2	003646	Theoretical Foundations of Nursing PG	4	PG	1	AppSc
1 or 2	004508	Theoretical/Technical Study in Env Des M	4	M	2	Env Des
1	004002	Theory & Practice of Coaching 1	3	1	1	AppSc
2	004757	Theory & Practice of Coaching 2	4	2	1	AppSc
1	004758	Theory & Practice of Coaching 3	4	3	1	AppSc
2	004759	Theory & Practice of Coaching 4	4	3	1	AppSc
1	003267	Theory & Principles of Adult Education G	4	G	1	Educ
1 or 2	003414	Theory & Principles of Group Dynamics G	3	G	1	Educ
1 or 2	003412	Theory & Principles System Evaluation G	3	G	1	Educ
1	000693	Theory & Process in Education Admin-M	6	M	1	Educ
1	004448	Tour Guiding & Management	4	3	1	Commn
1	003296	Tourism Computer-Based Systems	3	1	1	Commn
1	004200	Tourism Economics & Policy	4	2	1	Commn
1 or 2	003712	Tourism Industry Project Scheme	4	3	1	Commn
Year-long	003814	Tourism Marketing	8	2	1	Commn
Year-long	003815	Tourism Planning & Development	8	3	1	Commn
2	003337	Tourism Research	3	1	1	Commn
Research	004532	Tourism Studies Masters Thesis M:FT	24	M	1	Commn
Research	004531	Tourism Studies Masters Thesis M:PT	24	M	1	Commn
Research	004530	Tourism Studies Masters Thesis Proposal	8	M	1	Commn
2	004924	Towards an Integral Science of Health	3	1	1	Educ
2	001607	Trade Practices Law	4	3	1	Mangmt
2	003914	Trade Practices Law G	4	G	1	Mangmt
1 or 2	005085	Training,Dvlpment & Knowledge Transfer G	4	G	2	Mangmt
1	005023	Truth, Belief & Science	4	3	2	IS&E

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Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
1 or 2	005037	Urban Development Planning G	4	G	2	Env Des
1 or 2	005038	Urban Politics & Governance G	4	G	2	Env Des
1 or 2	005039	Urban Research Methods G	4	G	2	Env Des
1	004617	Urban Systems A	3	1	2	Env Des
1	004988	Urban Systems B	4	2	2	Env Des
2	004989	Urban Systems C	4	5	2	Env Des
1 or 2	005040	Urbanisation & Microeconomics G	4	G	2	Env Des
2	004990	User-Centred Design	4	2	2	Env Des

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Educ Faculty of Education

Env Des Faculty of Environmental Design

IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
1 or 2	004160	Value Management G	4	G	2	Educ
Year-long	004917	Vegetation & Wildlife Ecology	8	3	2	AppSc
1	004607	Visual & Interactive Computing	4	4	2	IS&E

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Educ Faculty of Education

Env Des Faculty of Environmental Design

IS&E Faculty of Information Sciences and Engineering

Mangmt Faculty of Management and Law

Semester Offered	Subject Code	Subject Name	Credit Points	Subject Level	HECS	Faculty
Year-long	004918	Water Science	8	3	2	AppSc
2	001485	Women & Organisations	4	3	2	Mangmt
2	003915	Women & Organisations G	4	G	2	Mangmt
1	003588	Women, Politics & Public Policy	4	3	1	Mangmt
1	004206	Women, Politics & Public Policy G	4	G	1	Mangmt
1 or 2	004509	Workshop Facilitation G	4	G	2	Educ
1	003433	Writing for Young People	4	2	1	Commn
1	003481	Writing for Young People G	3	G	1	Commn
2	004879	Writing Project	4	3	1	Commn