Welcome to the School of Arts and Social Sciences and congratulations for choosing to study in the Bachelor of Arts. The BA team look forward to working with you and supporting you in your studies.

This degree offers you a large degree of flexibility, but through the choice of specialist majors you will be able to study an area of focus that we hope you find rewarding and enjoyable.

In the School of Arts and Social Sciences you can study this degree for your own personal development and you can study a vocational degree that will also prepare you for a professional life. A look through the Australian Who’s Who shows an impressive number of BA graduates, as does the current Federal parliament listing. The humanities, on which the BA is grounded give us the stories, ideas and words that help us make sense of our lives and our world. The humanities introduce us to people we have never met, places we have never visited and ideas that may have never crossed our minds. By showing us how others have lived and thought about life, the humanities help us to decide what is important in our own lives and what we can do to make them better for others or ourselves.

You might think of the worth of the BA in practical terms and also in reference to the values embedded in the arts and humanities and the skills in critical thinking and creativity study in this area fosters. What we all share and what you share with your teachers and other students in choosing this path is a commitment to other precious ideas – to think for yourself, to be able to critique tradition and contemporary life, to understanding the significance of another person’s sufferings and achievements.

This is an important time to be studying humanities. Democracy relies on the values embedded in the arts and humanities. They provide us with a way of seeing, to understand and question our own values and desires and other people’s fears and dreams. It is this aspect of the arts and humanities, the capacity for openness and tolerance, that philosopher Martha Nussbaum argues is so needed for democracy: “By generating pleasure in connection with acts of understanding, subversion and cultural reflection”, she argues, serious critical study of the arts becomes a crucial factor in the ability to put oneself in another person’s place - in order to understand them, to see and feel the world as they feel it, and marvel at its difference, rather than outmanoeuvre them in business or battle.

The course gives you a range of skills and attributes that you will be able to draw on in your personal and professional life. Our staff have been recognised nationally for teaching excellence and they have a broad range of interests and experience. We are here to support you in your learning and to learn with you on what we hope will be a marvellous journey. Please get in touch if you need our assistance.

All the best as you begin your study. We hope you enjoy the course and look forward to hearing about how you progress.

Course Coordinator for the Bachelor of Arts
Dr Adele Wessell
Telephone: 02 66203946
Email: adele.wessell@scu.edu.au
## Contents

How to use this guide ................................................................................................................................. iii

### Part One: Course and Enrolment Information ......................................................................................... 1.1

- Course overview ........................................................................................................................................... 1.1
- 2014 Course Rules ...................................................................................................................................... 1.2
- Choose units to study ................................................................................................................................. 1.3
- Course structure ........................................................................................................................................ 1.3
  - Unit Availability Table ............................................................................................................................. 1.4
  - Part A – Core units ................................................................................................................................. 1.4
  - Part B – Majors ......................................................................................................................................... 1.5
  - Part C – Majors ......................................................................................................................................... 1.8
  - Part D – Streams ...................................................................................................................................... 1.9
  - Mode of study .......................................................................................................................................... 1.10
  - First year unit progression ..................................................................................................................... 1.11
  - Map your study plan .............................................................................................................................. 1.12
- Enrol in units using My Enrolment ............................................................................................................ 1.16
- Access the Unit Learning Site(s) in MySCU .............................................................................................. 1.16
- Register into classes .................................................................................................................................. 1.16
- Orientation ................................................................................................................................................ 1.17
- Major descriptions .................................................................................................................................... 1.18
- Unit descriptions ....................................................................................................................................... 1.19
  - Core units (compulsory) ....................................................................................................................... 1.19
  - Specialist majors .................................................................................................................................. 1.19
  - Part C - majors ...................................................................................................................................... 1.28
- Helpful hints .............................................................................................................................................. 1.33
  - Tutor details .......................................................................................................................................... 1.33
  - Assessments ......................................................................................................................................... 1.33
- Frequently Asked Questions .................................................................................................................... 1.35
- Contacts .................................................................................................................................................... 1.37
  - Student Experience Team ..................................................................................................................... 1.37
  - Academic staff ...................................................................................................................................... 1.37

### Part Two: Administrative and General Information ................................................................................ 2.1

- Fees ......................................................................................................................................................... 2.1
- Other related costs .................................................................................................................................. 2.3
- Income support and the Three-Session Teaching Calendar .................................................................. 2.3
Advantages of studying in Session 3 ................................................................. 2.3
Study load for International onshore students .................................................... 2.4
Census dates ........................................................................................................ 2.5
Commonwealth Assistance Notices (CAN) ............................................................ 2.5
Final date to enrol in unit/s .................................................................................. 2.5
Deferring studies ................................................................................................ 2.5
Advanced Standing and Recognition of prior learning ........................................ 2.6
Class timetabling ................................................................................................ 2.7
Class registration ............................................................................................... 2.7
Variation to enrolment ........................................................................................ 2.8
Withdrawing from a course or unit ..................................................................... 2.8
Cross-institutional studies ................................................................................ 2.9
Course transfer ................................................................................................ 2.10
Further information about enrolment issues ....................................................... 2.10
MySCU ............................................................................................................... 2.10
Textbooks ........................................................................................................ 2.12
Study materials and Books of Readings ............................................................... 2.13
Turnitin ............................................................................................................. 2.13
Orientation and transition ............................................................................... 2.14
UniMentor program .......................................................................................... 2.14
Student Health and Support Services ............................................................... 2.14
Indigenous Australian Student Support ............................................................ 2.15
University Library .......................................................................................... 2.15
Academic Skills Development ........................................................................ 2.15
Services for distance education students ........................................................ 2.16
Information technology support ...................................................................... 2.16
Student engagement and intervention support ............................................... 2.17
Examinations .................................................................................................. 2.17
Special consideration/special examination ...................................................... 2.18
Grades and academic standing ..................................................................... 2.19
Staying in touch with SCU ............................................................................. 2.19
Complaints @ SCU ....................................................................................... 2.20
General information ....................................................................................... 2.21
Key dates for 2014 ......................................................................................... 2.21
Useful University websites ............................................................................ 2.22
  Getting started ............................................................................................. 2.22
  About the University .................................................................................. 2.23
  Schools and Colleges ................................................................................ 2.23
Southern Cross University Orientation Program ............................................. 2.24
This course enrolment guide has been developed to assist students with unit selection, to facilitate online enrolment and provide advice about important contacts, resources and support services available. It is also a valuable resource containing easily referenced material that no student should be without.

- **Part One** contains course-specific information and sets out the structure of the course, maps suggested or compulsory unit progressions and shows specialisation sequences per study period, if applicable.
- **Part Two** provides helpful information in relation to important dates, useful websites and relevant administrative information including the contact details of specialist staff within the University who are available to assist with specific enquiries.

**What to do next**

1. Visit the [New Students](#) website. This site contains the steps needed to:
   - gain access to [My Enrolment](#)
   - accept an offer
   - check student details
   - choose a payment option
   - enrol in units
   - gain access to [MySCU](#) and [SCU webmail](#).

2. **Print or download this Course Enrolment Guide** and retain it for reference throughout the duration of the course.

3. Choose units to study using the course structure and unit information provided in this Course Enrolment Guide. Remember to:
   - read this guide carefully as it will recommend units for enrolment in each study period
   - choose units for each study period within the academic year and understand where those units fit into the course structure
   - consider using Session 3 (an optional study period) to spread study load, dedicate time to studying units that might need a concentrated effort, or fast track and complete studies earlier.

4. Enrol in units for the **whole year** using [My Enrolment](#).
   Enrolment for 2014 opens on September 9, 2013. Students will receive a notification advising that enrolment is open in their SCU Webmail account. Look out for this email and enrol early.

   SCU encourages students to plan their studies in advance and enrol in units for the full academic year. Students self manage their enrolment online in My Enrolment and can change enrolled units, add more units or withdraw from units up until the start of each study period.

5. Check the census date for each unit using [My Enrolment](#).
   Each unit of study (subject) has a census date that is the day upon which a student’s enrolment for unit(s) in the study period becomes final. After the census date a student cannot enrol or withdraw from units without financial and/or academic liability.

   Census dates can be found in [My Enrolment](#) under Study Plans then Current Enrolment Including Census Date.

6. Access the School Student Centre and Unit Learning Site(s) in [MySCU](#).
A Unit Learning Site is generated for every unit in which a student has an official enrolment. One week before the start of each study period, the Unit Learning Site will open. Inside the Unit Learning Site students will find the Unit Information Guide and Study Guide. It is very important students visit this site regularly – SCU recommends students visit every day during the study period.

7. **Check the Class Timetable.**
   Internal students will need to check the class timetable to find out when classes have been scheduled for the activities that have been planned for the on-campus units in which they are enrolled.

8. **Register for on-campus classes** online through My Enrolment:
   - Students who enrol in any on-campus units (internal mode), should attend the scheduled on campus classes for the activities listed in the class timetable.
   - Students must check the class timetable to see whether they need to register into any classes. Classes fill up quickly so register early. Students will receive an email in their SCU Webmail account to advise when registration will open.
   - Distance education (online; university-wide; external mode) students do not need to attend classes and will find all the information to start studying in their Unit Learning Site(s).

9. **Obtain a Student ID Card.**

10. Once students are admitted to their course, enrolled in units and registered into classes, they are ready to start studying. SCU recommends students now visit the Orientation website to find out about scheduled activities, sporting facilities, mentors, counselling services and lots more.

**Need assistance?**

For assistance with My Enrolment refer to:
- the Demonstration Guides located on the New Students site; or
- contact Student Services on 1800 005 687; or
- email enquiry@scu.edu.au

For assistance with course structure and study plan advice, students should contact the Student Experience Team. Contact details are listed at the end of Part One in this guide.

Welcome to SCU! We hope you enjoy your studies. Remember, staff are here to help, so don't be afraid to contact us.

**Important notice**

A student’s course is governed by the Award Rules for the year in which they commenced study. It is important students become familiar with the Award Rules for their course, which can be found in the Student Handbook.

If a student is unable to adhere to the structure in place when study commenced, they must contact the Student Experience Team.

The information contained in this guide is correct at the date of publication. This guide is revised each year.
Course overview

The Bachelor of Arts provides a key to developing skills that enable students to work across a range of disciplinary areas while offering a unique interdisciplinary environment well suited to creative and critical learning.

The focus of the Bachelor of Arts is on a personal relationship to learning. Over the course of study, students will develop the capacity to interpret what they learn through direct knowledge based on personal experience that enables a deep understanding of the complexity of contemporary societies and the impact of global, social and environmental change on communities and individuals.

Through the activities students do, attributes are fostered that prepare them for life in the 21st century. This begins with the five core units that bring together key themes in the arts and humanities: communication, ideas, citizenship, Australia and the world, Nature of Narrative. Written Communication develops practical skills in research and communication combined with the ability to be creative and responsive. Philosophy on Screen fosters the ability to identify issues, raise questions for consideration and to read critically. Key topics relevant to students and scholarship are pursued: What is the meaning of life? Who am I? What can I know? Australia, Asia and the World reflects a commitment to a global world view and to understanding the complexity and diversity of people, situations and events, ways of living and belief systems. Unruly Subjects: Citizenship introduces the intersections between society and culture and develops ethical understanding and awareness of the complexity of social and civic relationships. Nature of Narrative: Self, Time, Place and the Environment will consider the ways that narrative creates community identity, local and global histories, nations and social movements. The unit explores how we narrate ourselves and others, a key theme in the humanities.

Because the core units prepare you for key elements of understanding, you must complete 4 of the core units in the first year of study if they are full-time and over the first two years if they are studying part time. Nature of Narrative is a second year unit. You can then select from a range of majors in arts that suit your interests or you can expand your course by including a university-wide major.

The Bachelor of Arts aims to foster imaginative and creative responses to intellectual, professional and social changes across the range of theoretical and practical subjects offered.
2014 Course Rules

The Award Rules for each course are published in the Student Handbook, which is available online from the Southern Cross University website at www.scu.edu.au/handbook

<table>
<thead>
<tr>
<th>Level of Award:</th>
<th>Undergraduate Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Organisational Unit:</td>
<td>School of Arts and Social Sciences</td>
</tr>
<tr>
<td>Campus:</td>
<td>Lismore, Gold Coast, Distance Education</td>
</tr>
<tr>
<td>Course Mode:</td>
<td>Internal/Distance Education</td>
</tr>
<tr>
<td>Duration:</td>
<td>3 years</td>
</tr>
<tr>
<td>Total Units:</td>
<td>24</td>
</tr>
</tbody>
</table>

Specific Award Rules

See the University’s Rules Relating to Awards, in conjunction with the Specific Award Rules listed below.

4.1 Requirements for an Award

a. To be eligible for the award of Bachelor of Arts degree a candidate shall successfully complete not less than twenty-four (24) units comprising:
   i. all units listed in Part A of the Schedule of Units attached to these Rules; and
   ii. at least one of the eight (8) unit majors from Part B of the Schedule; and one of the four (4) unit streams from Part D of the Schedule and seven (7) electives; or
   iii. at least one of the eight (8) unit majors from Part B of the Schedule and eleven (11) electives; or
   iv. at least one of the eight (8) unit majors from Part B of the Schedule and another eight (8) unit major from Part B of the Schedule or from Part C or an eight (8) unit major from the University-wide majors and three (3) electives.

b. No unit will be credited to more than one major.

c. To be eligible for the award of the Associate Degree of Creative Writing, a candidate shall successfully complete not less than sixteen (16) units comprising:
   i. all units listed in Part A of the Schedule of Units attached to the Rules for the Associate Degree of Creative Writing;
   ii. eight (8) units of study from Part B of the schedule of units attached to the Rules for the Associate Degree of Creative Writing;
   iii. three (3) units from Part C of the schedule of units attached to the Rules for the Associate Degree of Creative Writing.

d. A candidate who while enrolled in the Bachelor of Arts has completed the requirements of the Associate Degree of Creative Writing, may elect to be awarded the Associate Degree of Creative Writing following withdrawal from candidature from the Bachelor of Arts.

4.2 Advanced Standing

Candidates who completed an Associate Degree of Creative Writing may be granted advanced standing for up to sixteen (16) units towards the Bachelor of Arts.
Choose units to study

Students should use the following sections of this Course Enrolment Guide to:

- make a decision regarding the units they wish to study for the whole year and enrol in these units in My Enrolment
- determine where those units fit into the course structure. Please note, it is much easier for students to enrol in their chosen units when they know what part of the course structure they belong to. For example, if a student has chosen to enrol in a unit that is part of a major, then when enrolling online, students must choose the major before they can choose the unit
- check the availability and requisite information of each unit using the Unit Availability Table and the SCU Schedule of Units
- the steps to enrol online are outlined in the section Enrol in Units using My Enrolment on page 1.16 of this guide.

Course structure

For the Bachelor of Arts you must complete:

- all five (5) Core units from Part A; **AND**
- one, eight (8) unit Major from Part B; **AND**

You will also need to complete one of the four options below:

- a second eight (8) unit major from either Part B or Part C or a University-wide majors (refer to the SCU 2013 Student Handbook) and three (3) elective units; **OR**
- eleven (11) elective units; **OR**
- two of the four (4) unit streams from Part D of the Schedule and three (3) elective units; **OR**
- one of the four (4) unit streams from Part D of the Schedule and seven (7) elective units.

To be eligible to exit with the Associate Degree of Creative Writing you must complete:

- all five (5) core units from Part A of the schedule of units attached to the ADCW schedule; **AND**
- eight (8) units from Part B of the ADCW schedule; **AND**
- three (3) units from Part C of the ADCW schedule.
**Unit Availability Table**

The information in the Unit Availability Table is derived from the Southern Cross University Schedule of Units and is correct at time of printing. The Schedule of Units lists, alphabetically by unit name, all units planned to be taught at SCU in a particular study period, including:

- the unit code
- the unit availability (eg: Lismore, Coffs Harbour, Gold Coast, Distance Education)
- any pre-requisite conditions of study and enrolment restrictions.

There is a Schedule of Units for each study period and separate schedules for undergraduate and postgraduate units.

It is recommended students check the Schedule of Units prior to enrolling as availabilities are updated regularly.

**Important information**

Students should enrol in units for the whole year at least 1 month prior to Session 1.

**New** students should enrol in their units from 9 September 2013 or as soon as they have accepted their offer if received after this date and complete their Commonwealth Assistance Form online. **Continuing** students will receive an email notification to their SCU email account when enrolments are open for the following year.

If necessary, students may vary their enrolment up until the commencement of each session. Remember, late variations to enrolment may result in delays to your study.

### Part A – Core units

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisite/s</th>
<th>Session</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM10295</td>
<td>Written Communication</td>
<td>Anti-req: COM00334, EDU10235</td>
<td>1, 2</td>
<td>L, CH, GC L, DE</td>
</tr>
<tr>
<td>CUL00210</td>
<td>Australia, Asia and the World</td>
<td></td>
<td>1 &amp; 3</td>
<td>L, CH, GC, DE (S3 DE only)</td>
</tr>
<tr>
<td>SOC10399</td>
<td>Philosophy on Screen: Film &amp; Television</td>
<td></td>
<td>2</td>
<td>L, CH, GC, DE</td>
</tr>
<tr>
<td>HUM00271</td>
<td>Unruly Subjects: Citizenship</td>
<td></td>
<td>2</td>
<td>L, GC, DE</td>
</tr>
<tr>
<td>WRI10002</td>
<td>The Nature of Narrative: Self, Time, Place and the Environment</td>
<td>Pre- req 4 units from: COM10295, CUL00210, SOC10399, HUM00271, ENG00400, WRI10003, WRI10001</td>
<td>1</td>
<td>L, CH, DE</td>
</tr>
</tbody>
</table>
### Communication and Cultural Studies

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisite/s</th>
<th>Session</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUM00270</td>
<td>Doing Cultural Studies</td>
<td>1 &amp; 3</td>
<td>L, GC, DE</td>
<td>(S3 DE only)</td>
</tr>
</tbody>
</table>

Students need to complete HUM00270 and then choose seven (7) units from the following:

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisite/s</th>
<th>Session</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUM00272</td>
<td>Space, Place and Travel*</td>
<td></td>
<td>1</td>
<td>L, GC, DE</td>
</tr>
<tr>
<td>HUM00273</td>
<td>Borderlands: Identity, Culture and Belonging*</td>
<td></td>
<td>2</td>
<td>L, GC, DE</td>
</tr>
<tr>
<td>HUM00274</td>
<td>Eco-Cultural Studies*</td>
<td>HUM00270</td>
<td>1</td>
<td>L, DE</td>
</tr>
<tr>
<td>HUM00275</td>
<td>Cultural Studies Research Project*</td>
<td>HUM00270 + 3 from units from major</td>
<td>2</td>
<td>DE</td>
</tr>
<tr>
<td>SOC10400</td>
<td>Gender, Sexuality and Culture</td>
<td></td>
<td>3</td>
<td>DE</td>
</tr>
<tr>
<td>CUL00211</td>
<td>Perspectives on Australia</td>
<td></td>
<td>1</td>
<td>L</td>
</tr>
<tr>
<td>COM00439</td>
<td>Theory in Practice: Issues in Media Studies</td>
<td>1 &amp; 3</td>
<td>L, DE</td>
<td>(S3 DE only)</td>
</tr>
<tr>
<td>COM10082</td>
<td>Film Studies: Cinema, Culture, Context</td>
<td>Any 3 units</td>
<td>2</td>
<td>L, DE</td>
</tr>
<tr>
<td>COM00446</td>
<td>The Big Picture: Global Media Studies</td>
<td>2 &amp; 3</td>
<td>L, DE</td>
<td>(S3 DE only)</td>
</tr>
<tr>
<td>COM10499</td>
<td>From Bard to Bart: Media and Popular Culture</td>
<td></td>
<td>3</td>
<td>DE</td>
</tr>
<tr>
<td>CUL00401</td>
<td>Indigenous World Views</td>
<td>1 &amp; 2</td>
<td>CH, L, GC, DE</td>
<td>(S1 CH, L, DE only)</td>
</tr>
<tr>
<td>CUL00412</td>
<td>Indigenous Ways of Cultural Expression</td>
<td></td>
<td>1</td>
<td>L, DE</td>
</tr>
<tr>
<td>ART00602</td>
<td>Australian Visual Culture</td>
<td>Pre: ART00498</td>
<td>2</td>
<td>L, DE</td>
</tr>
<tr>
<td>COM20001</td>
<td>Sensory Cultures</td>
<td></td>
<td>2</td>
<td>L, DE</td>
</tr>
</tbody>
</table>

### History

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisites</th>
<th>Session</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIS10016</td>
<td>Making History</td>
<td></td>
<td>1</td>
<td>L, DE</td>
</tr>
<tr>
<td>HIS10018</td>
<td>Writing Place: Landscapes, Memory, History</td>
<td></td>
<td>1</td>
<td>L, DE</td>
</tr>
<tr>
<td>CUL00420</td>
<td>History of Invasion of Aboriginal Nations</td>
<td></td>
<td>1</td>
<td>DE</td>
</tr>
<tr>
<td>HIS00235</td>
<td>Community History Research Project</td>
<td></td>
<td>3</td>
<td>DE</td>
</tr>
<tr>
<td>HIS10725</td>
<td>US History: reconstruction to globalisation</td>
<td></td>
<td>2</td>
<td>L, DE</td>
</tr>
<tr>
<td>HIS10726</td>
<td>Australian Cultural History</td>
<td></td>
<td>2</td>
<td>L, DE</td>
</tr>
<tr>
<td>MNG10526</td>
<td>Foundations of Visitor Interpretation</td>
<td></td>
<td>2</td>
<td>L, DE</td>
</tr>
<tr>
<td>Unit Code</td>
<td>Unit Name</td>
<td>Pre-requisites</td>
<td>Session</td>
<td>Availability</td>
</tr>
<tr>
<td>------------</td>
<td>-----------------------------------------</td>
<td>----------------</td>
<td>---------</td>
<td>--------------</td>
</tr>
<tr>
<td>COM00471</td>
<td>Professional Placement</td>
<td>16 units</td>
<td>1, 2 &amp; 3</td>
<td>DE</td>
</tr>
<tr>
<td>BIO10492</td>
<td>Cultural Heritage Science</td>
<td>Check SOU</td>
<td>2</td>
<td>ONL</td>
</tr>
<tr>
<td>SOY10114</td>
<td>Independent Project</td>
<td>20 units</td>
<td>1 &amp; 2</td>
<td>DE</td>
</tr>
</tbody>
</table>

**Governance and Society**

Unit availability is dependent on enrolment numbers

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisites</th>
<th>Session</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>POL10244</td>
<td>Australian Politics</td>
<td>1 &amp; 3</td>
<td>L, GC, DE</td>
<td></td>
</tr>
<tr>
<td>POL00013</td>
<td>Global Social Movements</td>
<td>2</td>
<td>L, DE</td>
<td></td>
</tr>
<tr>
<td>POL00005</td>
<td>Ideas and Ideals in Politics</td>
<td>1</td>
<td>DE</td>
<td></td>
</tr>
<tr>
<td>POL10023</td>
<td>Peace, War &amp; International Politics</td>
<td>1</td>
<td>Not offered 2014</td>
<td></td>
</tr>
<tr>
<td>SOC00118</td>
<td>Introduction to Sociology</td>
<td>1 &amp; 3</td>
<td>L, GC, DE</td>
<td></td>
</tr>
<tr>
<td>SOC10274</td>
<td>Non-Standard Lives: Work and Family in Australia</td>
<td>SOC00118</td>
<td>2</td>
<td>GC &amp; L (fortnightly both campuses) DE</td>
</tr>
<tr>
<td>SOC00115</td>
<td>Global Inequality</td>
<td>SOC00118</td>
<td>2</td>
<td>DE</td>
</tr>
<tr>
<td>SOC10430</td>
<td>Religions and the State</td>
<td>2</td>
<td>DE</td>
<td></td>
</tr>
<tr>
<td>POL10024</td>
<td>Justice in World Politics</td>
<td>2</td>
<td>DE</td>
<td></td>
</tr>
<tr>
<td>SOC10027</td>
<td>Networked Society</td>
<td>SOC00118</td>
<td>1</td>
<td>DE (Bi-ennial – not offered in 2014)</td>
</tr>
<tr>
<td>SOC01123</td>
<td>Deviance in Society</td>
<td>SOC00118</td>
<td>2</td>
<td>L, GC, DE</td>
</tr>
<tr>
<td>SOC10296</td>
<td>Understanding Community</td>
<td>2</td>
<td>L, GC, DE</td>
<td></td>
</tr>
<tr>
<td>SOY10114</td>
<td>Independent Project</td>
<td>20 units</td>
<td>1 &amp; 2</td>
<td>DE</td>
</tr>
</tbody>
</table>

**Writing**

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisite/s</th>
<th>Session</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>WRI10001</td>
<td>Contemporary Reading and Writing Practices</td>
<td>Anti-req: ENG00410</td>
<td>1 &amp; 2</td>
<td>L, CH, DE</td>
</tr>
<tr>
<td>WRI10001</td>
<td>Short Story Writing *</td>
<td>WRI10001 &amp; ENG00400</td>
<td>2</td>
<td>L, DE</td>
</tr>
<tr>
<td>WRI10003</td>
<td>Writing Genre*</td>
<td>Anti req: ENG00403</td>
<td>2</td>
<td>L, CH, DE</td>
</tr>
<tr>
<td>ENG00407</td>
<td>Writing for Performance*</td>
<td>WRI10001</td>
<td>3</td>
<td>DE</td>
</tr>
<tr>
<td>ENG10022</td>
<td>Writing from the Edge*</td>
<td>WRI10001, ENG00400 &amp; WRI10003</td>
<td>Not offered in 2014</td>
<td></td>
</tr>
</tbody>
</table>

And choose seven (7) units from the following:

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Co-req: WRI10001</th>
<th>Session</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG00400</td>
<td>Introduction to Written Texts</td>
<td>Anti-req: ENG00410</td>
<td>1 &amp; 3</td>
<td>L, CH, DE (S3 DE only)</td>
</tr>
<tr>
<td>ENG00400</td>
<td>Issues and Themes in Contemporary Writing</td>
<td>WRI10001 &amp; ENG00400</td>
<td>2</td>
<td>L, DE</td>
</tr>
<tr>
<td>WRI10003</td>
<td>Writing from the Edge*</td>
<td>WRI10001</td>
<td>3</td>
<td>DE</td>
</tr>
</tbody>
</table>
### Bachelor of Arts

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisite/s</th>
<th>Session</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>WRI20004</td>
<td>Writing Lives</td>
<td>WRI10001  Anti-req: ENG10164</td>
<td>2</td>
<td>DE</td>
</tr>
<tr>
<td>ENG00408</td>
<td>Writing Project</td>
<td>WRI10001 &amp; 4 other Writing units</td>
<td>3</td>
<td>DE</td>
</tr>
<tr>
<td>COM00481</td>
<td>The Fourth Estate: News Journalism</td>
<td>Any 6 units</td>
<td>1</td>
<td>L, DE</td>
</tr>
<tr>
<td>COM00482</td>
<td>Hot Topics: Feature Journalism</td>
<td>COM00481</td>
<td>2</td>
<td>DE</td>
</tr>
<tr>
<td>WRI20002</td>
<td>Introduction to Editing and Publishing</td>
<td>5 Writing units or COM00481</td>
<td>1</td>
<td>L, DE</td>
</tr>
<tr>
<td>WRI20001</td>
<td>Writing for Young People *</td>
<td>WRI10001</td>
<td>2</td>
<td>Not offered in 2014</td>
</tr>
<tr>
<td>WRI20003</td>
<td>Writing Poetry</td>
<td>WRI10001</td>
<td>2</td>
<td>L, DE</td>
</tr>
</tbody>
</table>

### Media Studies

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisite/s</th>
<th>Session</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM00439</td>
<td>Theory in Practice: Issues in Media Studies</td>
<td>1 &amp; 3</td>
<td>L, DE</td>
<td></td>
</tr>
<tr>
<td>COM10627</td>
<td>Telling Tales: Introduction to Digital Storytelling</td>
<td>2</td>
<td>L, DE</td>
<td></td>
</tr>
<tr>
<td>COM00447</td>
<td>The Rebirth of Frankenstein: Media and New Technologies Studies</td>
<td>Any 6 units</td>
<td>1</td>
<td>DE</td>
</tr>
</tbody>
</table>

And choose five (5) units from the following:

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisite/s</th>
<th>Session</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM00446</td>
<td>The Big Picture: Global Media</td>
<td>2 &amp; 3</td>
<td>L, DE</td>
<td></td>
</tr>
<tr>
<td>COM10110</td>
<td>Caught in a Web: Designing for the Digital Space</td>
<td>1</td>
<td>L, DE</td>
<td></td>
</tr>
<tr>
<td>COM00481</td>
<td>The Fourth Estate: News Journalism</td>
<td>Any 6 units</td>
<td>1</td>
<td>L, DE</td>
</tr>
<tr>
<td>COM00482</td>
<td>Hot Topics: Feature Journalism</td>
<td>COM00481</td>
<td>2</td>
<td>DE</td>
</tr>
<tr>
<td>COM10081</td>
<td>True Stories: Factual Media</td>
<td>Any 6 units</td>
<td>1</td>
<td>DE</td>
</tr>
<tr>
<td>COM10112</td>
<td>From Page to Production: Essential Screen Skills</td>
<td>COM10627 or any 6 units</td>
<td>1</td>
<td>L, DE</td>
</tr>
<tr>
<td>COM10082</td>
<td>Film Studies: Cinema, Culture, Context</td>
<td>Any 6 units</td>
<td>2</td>
<td>L, DE</td>
</tr>
<tr>
<td>COM01402</td>
<td>Act One: Screenwriting</td>
<td>Any 6 units</td>
<td>1</td>
<td>L, DE</td>
</tr>
<tr>
<td>COM00455</td>
<td>Online Media Design</td>
<td>Any 6 units</td>
<td>2</td>
<td>L, DE</td>
</tr>
<tr>
<td>COM00461</td>
<td>Making Radio: Production Essentials</td>
<td>Any 6 units</td>
<td>1</td>
<td>L, DE</td>
</tr>
</tbody>
</table>
### Art and Design

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisite/s</th>
<th>Session</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART00630</td>
<td>Design</td>
<td></td>
<td>2</td>
<td>L, DE</td>
</tr>
<tr>
<td>ART10094</td>
<td>Digital Art and Design I</td>
<td>ART00630</td>
<td>1</td>
<td>L</td>
</tr>
<tr>
<td>ART10095</td>
<td>Digital Art and Design II</td>
<td>ART10094</td>
<td>2</td>
<td>L</td>
</tr>
<tr>
<td>ART00406</td>
<td>Studio Drawing I</td>
<td></td>
<td>1</td>
<td>L</td>
</tr>
<tr>
<td>ART00407</td>
<td>Studio Drawing II</td>
<td>ART00406</td>
<td>1</td>
<td>L</td>
</tr>
<tr>
<td>ART10275</td>
<td>Digital Photography I</td>
<td>(Quotas may apply)</td>
<td>1, 2 &amp; 3</td>
<td>L, DE</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(S3 DE only)</td>
</tr>
<tr>
<td>ART00456</td>
<td>Photography II</td>
<td>ART10275</td>
<td>2</td>
<td>L</td>
</tr>
<tr>
<td>ART00600</td>
<td>Introduction to Visual Culture</td>
<td></td>
<td>1</td>
<td>L</td>
</tr>
<tr>
<td>ART00601</td>
<td>Framing Modernity</td>
<td>ART00600</td>
<td>2</td>
<td>L</td>
</tr>
<tr>
<td>ART00498</td>
<td>Contemporary Debates in Visual Culture</td>
<td>ART00601</td>
<td>1</td>
<td>L</td>
</tr>
<tr>
<td>ART00602</td>
<td>Australian Visual Cultures</td>
<td>ART00498</td>
<td>2</td>
<td>L, DE</td>
</tr>
<tr>
<td>CAR10503</td>
<td>Arts Industry Studies</td>
<td>any 16 units</td>
<td>1</td>
<td>L, DE</td>
</tr>
</tbody>
</table>

### Contemporary Music

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisite/s</th>
<th>Session</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS00620</td>
<td>Contemporary Music Theory I</td>
<td></td>
<td>1</td>
<td>L</td>
</tr>
<tr>
<td>MUS10545</td>
<td>Global Perspectives in Music</td>
<td></td>
<td>2</td>
<td>L, DE</td>
</tr>
<tr>
<td>MUS10509</td>
<td>Contemporary Music Styles</td>
<td></td>
<td>1</td>
<td>L</td>
</tr>
<tr>
<td>MUS00630</td>
<td>Songwriting</td>
<td></td>
<td>2</td>
<td>L, DE</td>
</tr>
<tr>
<td>MUS00497</td>
<td>Introduction to Music Technology</td>
<td></td>
<td>1</td>
<td>L</td>
</tr>
<tr>
<td>MUS00621</td>
<td>Contemporary Music Theory II</td>
<td>MUS00620</td>
<td>1</td>
<td>L</td>
</tr>
<tr>
<td>MUS10506</td>
<td>Music and the Internet</td>
<td></td>
<td>2</td>
<td>L</td>
</tr>
<tr>
<td>MUS10508</td>
<td>Sound Theory and Recording Technique</td>
<td>MUS00497</td>
<td>1</td>
<td>L</td>
</tr>
</tbody>
</table>
## Psychology

Check Schedule of Units for Session 3 unit availabilities

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisite/s</th>
<th>Session</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>BHS11001</td>
<td>Introduction to Psychology I</td>
<td></td>
<td>1</td>
<td>CH, ONL</td>
</tr>
<tr>
<td>BHS11002</td>
<td>Introduction to Psychology II</td>
<td></td>
<td>2</td>
<td>CH, ONL</td>
</tr>
</tbody>
</table>

And choose six (6) units from the following:

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisite/s</th>
<th>Session</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>BHS20001</td>
<td>Psychological Assessment</td>
<td>Check SOU</td>
<td>2</td>
<td>CH, ONL</td>
</tr>
<tr>
<td>BHS30003</td>
<td>Development Across the Lifespan</td>
<td>Check SOU</td>
<td>1</td>
<td>CH, ONL</td>
</tr>
<tr>
<td>BHS30004</td>
<td>Physiological Psychology and Sensory Processes</td>
<td>Check SOU</td>
<td>1</td>
<td>CH, ONL</td>
</tr>
<tr>
<td>BHS20006</td>
<td>Personality and Social Psychology</td>
<td>Check SOU</td>
<td>2</td>
<td>CH, ONL</td>
</tr>
<tr>
<td>BHS20007</td>
<td>Learning and Memory</td>
<td>Check SOU</td>
<td>1</td>
<td>CH, ONL</td>
</tr>
<tr>
<td>BHS20008</td>
<td>Quantitative Methods in Psychology</td>
<td>Check SOU</td>
<td>1</td>
<td>CH, ONL</td>
</tr>
<tr>
<td>BHS30001</td>
<td>Research Methods in Psychology</td>
<td>Check SOU</td>
<td>2</td>
<td>CH, ONL</td>
</tr>
<tr>
<td>BHS30002</td>
<td>Abnormal Psychology</td>
<td>Check SOU</td>
<td>1</td>
<td>CH, ONL</td>
</tr>
<tr>
<td>BHS30005</td>
<td>Cross Cultural and Indigenous Issues</td>
<td>Check SOU</td>
<td>1</td>
<td>Check SOU</td>
</tr>
<tr>
<td>BHS30007</td>
<td>Health Psychology</td>
<td>Check SOU</td>
<td>1</td>
<td>Check SOU</td>
</tr>
</tbody>
</table>

## Part D – Streams

### Community Engaged Learning

Choose four (4) units from the following list:

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisite/s</th>
<th>Session</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM30001</td>
<td>Community Partnerships For Social Change I</td>
<td>16 units</td>
<td>2</td>
<td>L, GC, DE</td>
</tr>
<tr>
<td>COM30002</td>
<td>Community Partnerships For Social Change II</td>
<td>COM30001</td>
<td>3</td>
<td>L, GC, DE</td>
</tr>
<tr>
<td>CAR10503</td>
<td>Arts Industry Studies</td>
<td>16 units</td>
<td>1</td>
<td>L, DE</td>
</tr>
<tr>
<td>SOY10114</td>
<td>Independent Project</td>
<td>20 units</td>
<td>1 &amp; 2</td>
<td>DE</td>
</tr>
<tr>
<td>COM00471</td>
<td>Professional Placement</td>
<td>16 units</td>
<td>2 &amp; 3</td>
<td>DE</td>
</tr>
</tbody>
</table>

### Chinese Language

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Pre-requisite/s</th>
<th>Session</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAN10001</td>
<td>Chinese Language IA</td>
<td></td>
<td>1</td>
<td>GC, DE</td>
</tr>
<tr>
<td>LAN10002</td>
<td>Chinese Language IB</td>
<td>LAN10001</td>
<td>2</td>
<td>GC, DE</td>
</tr>
<tr>
<td>LAN20001</td>
<td>Chinese Language IIA</td>
<td>LAN10002</td>
<td>1</td>
<td>DE</td>
</tr>
<tr>
<td>LAN20002</td>
<td>Chinese Language IIB</td>
<td>LAN20001</td>
<td>2</td>
<td>DE</td>
</tr>
</tbody>
</table>
Definitions

**Internal** is a lecture-based course of study at a physical location e.g. Coffs Harbour, Lismore, Gold Coast, etc. Such a course may be web enhanced e.g. MySCU.

**Distance Education** (DE) is an externally delivered course with study guides and course materials delivered via the post or made available online. Also called distance education or study via correspondence. It is typically web enhanced.

**Anti-requisite** means a specified unit that is deemed to have content that is too much in common with another unit, thereby prohibiting enrolment in the other unit either concurrently with the specified unit, or where the specified unit has been successfully completed.

**Co-requisite** means a unit which a candidate is normally required to enrol in concurrently with another specified unit.

**Pre-requisite** means a unit which a candidate must have successfully completed before enrolling in another specified unit.

**Elective unit** means a free choice unit drawn from anywhere within the University.

**Enrolment Restrictions** are the enrolment conditions for a particular unit or course that if relevant are found directly under any requisites for the relevant unit in the Unit Availability Table.

**Biennial units** are units which are only offered every second year.

**Double-weighted units** are units which are equivalent to two single-weighted units. Single-weighted units are 12 credits point and double weighted units are 24 credit points in value.

More information
To find out more about the units available to study at SCU during any study period visit the SCU Units Search. Here students will be able to search for units (subjects) by name, code, school or location. Once a unit or list of units has been retrieved, students can also see a description of the unit by clicking on the unit name.

**Remember**, prior to enrolling in a unit check the Schedule of Units for any changes in availability and requisite requirements.

Mode of study
Bachelor of Arts is available on campus and by distance education. Majors available internally by campus are set out below:

<table>
<thead>
<tr>
<th>Campus</th>
<th>Major(s)</th>
<th>Mode of study</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lismore</td>
<td>Communication and Cultural Studies Writing</td>
<td>By campus and by distance education</td>
</tr>
<tr>
<td></td>
<td>History</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Governance and Society (mixed mode)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Art and Design</td>
<td></td>
</tr>
<tr>
<td>Coffs Harbour</td>
<td>Psychology</td>
<td>By campus and by distance education</td>
</tr>
<tr>
<td></td>
<td>Writing (mixed study)</td>
<td></td>
</tr>
<tr>
<td>External</td>
<td>Communication and Cultural Studies History</td>
<td>By campus and by distance education</td>
</tr>
<tr>
<td></td>
<td>Governance and Society</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Writing</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Indigenous Studies</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Psychology (online and external)</td>
<td>By campus and by distance education</td>
</tr>
<tr>
<td></td>
<td>Media (external depending on unit choice)</td>
<td></td>
</tr>
</tbody>
</table>
First year unit progression

The following tables map out a suggested enrolment for students in the Bachelor of Arts, which will assist you with your unit selection.

Full-time study
Full-time students normally complete four units each study period.

<table>
<thead>
<tr>
<th>Session 1</th>
<th>Session 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM10295</td>
<td>SOC10399</td>
</tr>
<tr>
<td>CUL00210</td>
<td>HUM00271</td>
</tr>
<tr>
<td>Written Communication Australia, Asia and the World Unit from first major Unit from second major OR unit stream OR elective</td>
<td>Philosophy on Screen: Film and Television Unruly Subjects: Citizenship Unit from first major Unit from second major OR unit stream OR elective</td>
</tr>
</tbody>
</table>

Part-time study
Part-time students normally complete two units each study period.

<table>
<thead>
<tr>
<th>Session 1</th>
<th>Session 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM10295</td>
<td>SOC10399</td>
</tr>
<tr>
<td>CUL00210</td>
<td>HUM00271</td>
</tr>
<tr>
<td>Written Communication Australia, Asia and the World</td>
<td>Philosophy on Screen: Film and Television Unruly Subjects: Citizenship</td>
</tr>
</tbody>
</table>

Mid-year entry – recommended enrolments

Full-time students normally complete four units each study period.

<table>
<thead>
<tr>
<th>Mid-Year 2014 – Full-Time First Year</th>
<th>Session 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM10295</td>
<td>Written Communication</td>
</tr>
<tr>
<td>SOC10399</td>
<td>Philosophy on Screen: Film and Television</td>
</tr>
<tr>
<td>HUM00271</td>
<td>Unruly Subjects: Citizenship Unit from first major</td>
</tr>
</tbody>
</table>

Part-time students normally complete two units each study period.

<table>
<thead>
<tr>
<th>Mid-Year 2014 – Part-Time First Year</th>
<th>Session 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM10295</td>
<td>Written Communication</td>
</tr>
<tr>
<td>SOC10399</td>
<td>Philosophy on Screen: Film and Television</td>
</tr>
</tbody>
</table>
Use the table below to plan out your study for the duration of your degree. Simply use the [Course Structure](#) and [Unit Availability Tables](#) to choose your units. Then, list them under each component of the degree, when they are offered, and when you plan on studying them.

**Your Study Plan**

For students completing one major and 11 elective units

<table>
<thead>
<tr>
<th>Bachelor of Arts</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Part A Core</strong></td>
</tr>
<tr>
<td>Unit Code</td>
</tr>
<tr>
<td>1</td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td>4</td>
</tr>
<tr>
<td>5</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Part B Major</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Major -</td>
</tr>
<tr>
<td>Unit Code</td>
</tr>
<tr>
<td>1</td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td>4</td>
</tr>
<tr>
<td>5</td>
</tr>
<tr>
<td>6</td>
</tr>
<tr>
<td>7</td>
</tr>
<tr>
<td>8</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>11 Elective units</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>List your chosen 11 elective units below</td>
</tr>
<tr>
<td>Unit Code</td>
</tr>
<tr>
<td>1</td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td>4</td>
</tr>
<tr>
<td>5</td>
</tr>
<tr>
<td>6</td>
</tr>
<tr>
<td>7</td>
</tr>
<tr>
<td>8</td>
</tr>
<tr>
<td>9</td>
</tr>
<tr>
<td>10</td>
</tr>
<tr>
<td>11</td>
</tr>
</tbody>
</table>

Please refer to the [Course Rules](#) of this guide if you are unsure of your choices.

**Important**

When mapping your units, please check the [Schedule of Units](#) as unit availabilities often vary from year to year.
### Bachelor of Arts

#### Part A Core

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Session</th>
<th>To do</th>
<th>Done</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>COM10295 Written Communication</td>
<td>1 &amp; 2</td>
<td></td>
<td></td>
<td>Pre-reqs: COM10295, CUL00210, SOC10399, HUM00271</td>
</tr>
<tr>
<td>2</td>
<td>CUL00210 Australia, Asia and the World</td>
<td>1 &amp; 3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>SOC10399 Philosophy on Screen: Film &amp; Tele</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>HUM00271 Unruly Subjects: Citizenship</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>WRI10002 The Nature of Narrative: Self, Time, Place and the Environment</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please write your major below (e.g. Part B Writing Major) and then list the 8 units you will complete.

#### Part B Major

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Session</th>
<th>To do</th>
<th>Done</th>
<th>Notes (e.g. pre-reqs required)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Second Major

Please write your option below (e.g. Part C Media Major) and then list the 8 units you will complete.

#### Part B OR Part C OR Uni Wide Major Choice -

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Session</th>
<th>To do</th>
<th>Done</th>
<th>Notes (e.g. pre-reqs required)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Elective units

Please list your 3 chosen elective units below.

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Session</th>
<th>To do</th>
<th>Done</th>
<th>Notes (e.g. pre-reqs required)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please refer to the [Course Rules](#) of this guide if you are unsure of your choices.

**Important**

When mapping your units, please check the [Schedule of Units](#) as unit availabilities often vary from year to year.
Your Study Plan
For students completing 1 x 4 unit stream and 7 elective units

Bachelor of Arts

**Part A Core**
You must complete all of the 5 *compulsory* units listed below.

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Session</th>
<th>To do</th>
<th>Done</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>COM10295 Written Communication</td>
<td>1 &amp; 2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>CUL00210 Australia, Asia and the World</td>
<td>1 &amp; 3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>SOC10399 Philosophy on Screen: Film &amp; Tele</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>HUM00271 Unruly Subjects: Citizenship</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>WRI10002 The Nature of Narrative: Self, Time, Place and the Environment</td>
<td>1</td>
<td></td>
<td></td>
<td>Pre-reqs: COM10295, CUL00210, SOC10399, HUM00271</td>
</tr>
</tbody>
</table>

**Part B Major**
Please write your major below (e.g. Part B Writing Major) and then list the 8 units you will complete.

**Major**

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Session</th>
<th>To do</th>
<th>Done</th>
<th>Notes (e.g. pre-reqs required)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Unit Stream**
Please write your option below (e.g. Part D Language unit stream) and then list the 4 units you will complete.

**Part D Unit stream option - Language or Community Engagement**

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Session</th>
<th>To do</th>
<th>Done</th>
<th>Notes (e.g. pre-reqs required)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Elective units**
Please list your 7 chosen elective units below

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Session</th>
<th>To do</th>
<th>Done</th>
<th>Notes (e.g. pre-reqs required)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please refer to the [Course Rules](#) of this guide if you are unsure of your choices.

**Important**
When mapping your units, please check the [Schedule of Units](#) as unit availabilities often vary from year to year.
### Bachelor of Arts

#### Part A Core

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Session</th>
<th>To do</th>
<th>Done</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM10295</td>
<td>Written Communication</td>
<td>1 &amp; 2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CUL00210</td>
<td>Australia, Asia and the World</td>
<td>1 &amp; 3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOC10399</td>
<td>Philosophy on Screen: Film &amp; Tele</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HUM00271</td>
<td>Unruly Subjects: Citizenship</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WR10002</td>
<td>The Nature of Narrative: Self, Time, Place and the Environment</td>
<td>1</td>
<td></td>
<td></td>
<td>Pre-reqs: COM10295, CUL00210, SOC10399, HUM00271</td>
</tr>
</tbody>
</table>

Please write your major below (e.g. Part B Writing Major) and then list the 8 units you will complete.

#### Part B Major

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Session</th>
<th>To do</th>
<th>Done</th>
<th>Notes (e.g. pre-reqs required)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Unit Stream

**Part D Unit Stream - LANGUAGE**

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Session</th>
<th>To do</th>
<th>Done</th>
<th>Notes (e.g. pre-reqs required)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>LAN10001 Chinese Language I A</td>
<td>1</td>
<td></td>
<td></td>
<td>Pre-req: LAN10001</td>
</tr>
<tr>
<td>2</td>
<td>LAN10002 Chinese Language IB</td>
<td>2</td>
<td></td>
<td></td>
<td>Pre-req: LAN10001</td>
</tr>
<tr>
<td>3</td>
<td>LAN20001 Chinese Language IIA</td>
<td>1</td>
<td></td>
<td></td>
<td>Pre-req: LAN10002</td>
</tr>
<tr>
<td>4</td>
<td>LAN20002 Chinese Language IIB</td>
<td>2</td>
<td></td>
<td></td>
<td>Pre-req: LAN20001</td>
</tr>
</tbody>
</table>

**Part D Unit Stream - COMMUNITY ENGAGED LEARNING**

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Session</th>
<th>To do</th>
<th>Done</th>
<th>Notes (e.g. pre-reqs required)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Elective units**

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Name</th>
<th>Session</th>
<th>To do</th>
<th>Done</th>
<th>Notes (e.g. pre-reqs required)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please refer to the [Course Rules](#) of this guide if you are unsure of your choices.

**Important**

When mapping your units, please check the [Schedule of Units](#) as unit availabilities often vary from year to year.
Enrol in units using My Enrolment

Once students have chosen units to study they can enrol in those units using My Enrolment for each study period for the whole year.

SCU encourages students to plan their studies in advance and enrol in units for the full academic year (all study periods). Students can change enrolled units, add more units or withdraw from units up until the start of each study period.

To enrol in units:
1. Open My Enrolment
2. Within My Enrolment select My Study Plans.
   This is an overview page which displays the relevant Study Plan for the course.
3. Add a Major or Electives to the potential enrolment list.
4. Choose a preferred location/study period for each unit.
5. Confirm the enrolment.
6. Check the enrolment and census date for each unit.

For more information about how to enrol go to SCU’s New Students website.

Hint 1: The Schedule of Units is where a student should check for any pre-requisite units that must be studied in order to gain entry to another unit.

Hint 2: Check the Key Dates published in Part Two of this guide for information about Orientation, the last date to enrol online, the last date to withdraw without fail, exam periods etc.

Please note, while students can accept an early offer to SCU, enrolment for 2014 opens on September 9, 2013. Students will receive a notification advising that enrolment is open in their SCU Webmail account. Look out for this email and enrol early.

Access the Unit Learning Site(s) in MySCU

A Unit Learning Site is generated for every unit in which a student has an official enrolment. The lecturer will use this site to communicate important information about the unit. It is very important students visit this site regularly.

Inside Unit Learning Site(s) students will find the Unit Information Guide and Study Guide. The Book of Readings, if applicable to a unit, is available on the University Library eReadings website (for online viewing and saving). Some Study Guides and workbooks, if applicable, may also be available on eReadings.

The Unit Information Guide will provide students with the details of assessments, the required textbooks and reading lists and information about the activities students are expected to undertake.

More information about MySCU can be found in Part Two of this guide.

Register into classes

Students enrolled in any on-campus units (internal mode), should attend the scheduled on-campus classes for the activities listed in the class timetable.

Distance education (university-wide; external mode) and online students do not need to attend classes.
Student who need to register for **on-campus classes** should:

- check the class timetable. Go to the [timetables online search](#) facility
- check SCU Webmail - students will receive an email in their SCU Webmail account to advise when registration will open
- register into classes online using [My Enrolment](#). Select *My Classes* (or classes from the header line menu). The units in which you are enrolled will be displayed.

**Orientation**

SCU recommends students now visit the [Orientation](#) website to find out about scheduled activities, sporting facilities, mentors, counselling services and lots more.
Major descriptions

Communication and Cultural Studies
Enables students to connect their everyday life, personal, community and vocational interests to the broader issues and challenges of the 21st century. It equips students with a combination of critical and creative thinking skills and abilities. Cultural studies offers an interdisciplinary approach to the study of culture, communication and society through textual analysis, cultural theory, media analysis and understanding how meaning is made through power, identity and place. Cultural Studies provides an important framework for some of the most significant and relevant questions affecting individuals, communities and the world today.

History
History is a dialogue between the past and present. Historians explore the diversity of human experience to draw out patterns and ideas that help us understand the world today. The focus of the major in history is on the knowledge and critical skills of the discipline that can be applied to the study of the past in all its dimensions, including important professional skills such as communication, analysis, critical thinking, interpretation. Students have the opportunity to make history and undertake independent research projects relevant to their own interests. The units provide the scope to work in education, exploring histories of place and culture. Through the study of cultural heritage and interpretation students engage with contemporary issues and ways of presenting the past.

Governance and Society
The major in Governance and Society brings together two key strands in the arts and humanities. The approach is multidisciplinary – drawing on politics and sociology to consider contemporary issues in society and provide insights into events that have, and do, influence the world we live in. Staff have expertise in each of the disciplinary areas and share a commitment to interpreting past and contemporary society by using a range of theoretical and methodological approaches.

Writing
The Writing major offers students a unique opportunity to focus their studies on the practice of writing. The major offers student a range of units that aim to provide graduate with skills and experience in a broad range of writing genres including; novels, short stories, poetry, writing for performance, feature and investigative journalism and essay writing as well as editing and publishing. In writing we offer a unique and supportive interdisciplinary environment well suited to the type of creative and critical learning needed by today’s cutting-edge writers.

Media
Media plays a central role in how life is lived today, and being a literate analyst and producer of media is more and more important as online, screen, broadcast and print media channels expand, converge and develop. The BA Media Major allows students to explore media theory and production across all these channels. Gaining practical experience using industry-standard infrastructure and equipment, students have the opportunity to develop critical and practical skills required for work in a variety of media industries such as film and television, broadcast, print or online journalism, and design and advertising.
Unit descriptions

Core units (compulsory)

COM10295  Written Communication
*Anti-requisite/s: EDU10235 Learning and Communication OR COM00334 Learning Technologies and the Academy. Requires regular access to the Internet.*

Introduces students to active practices of reading and writing, different forms of writing and critical reading strategies that will enable them to analyse and critique meanings in the written word. Reading and writing skills are introduced with a particular emphasis on critical thinking and essay writing as forms of academic practice.

CUL00210  Australia, Asia and The World

Australia, Asia and the World introduces students to a study of the historical, cultural, social and political implications of Australia in a globally interconnected world. Through an emphasis on contextual and cultural literacy, students orient themselves as citizens of the world.

SOC10399  Philosophy on Screen: Film & Television

Introduces students to key ideas and discussions in philosophy through applying cultural analysis in the study of film and television. Students will identify and critically engage with philosophical debates in contemporary contexts and the media.

HUM00271  Unruly Subjects: Citizenship

Introduces students to contemporary work around the formation and governance of subjects and citizens as they are articulated in time and place, in institutions and discourses of public and everyday life. Dominant discourses and structures that govern people’s subjectivity, identity and public life will be explored. This unit aims to address notions of active citizenship through mapping the relations between discourses and operations of power, including questions of selfhood and agency.

WRI10002  The Nature of Narrative: Self, Time, Place and the Environment
*Pre-requisites: 4 units from COM10295, CUL00210, SOC10399, HUM00271, ENG00400, WRI10003, WRI10001.*

Provides students with foundational knowledges in the role that narrative plays in building communities, social histories, individual subjectivities and information networks. Enables students to identify the way narrative influences social practices and subjectivities. Prepares students for an active engagement in narrative practices within a broad social context.

Specialist majors

Communication and Cultural Studies

HUM00270  Doing Cultural Studies

Introduces students to contemporary cultural studies. Students examine the value of knowledge and its relationship to cultural and everyday contexts. Through specific engagements with social, political and cultural understandings of identity, the unit focuses on power, place and ethics. Students are equipped with the necessary tools to critically engage in the complex world of the twenty first century.

HUM00272  Space, Place and Travel

*Biennial unit.*

Introduces students to narratives of identity and location and their relation to ideas about space, place and memory in the context of cultural geography. Consideration will be given to how the
coordinates of identity and belonging are mapped out across space and place. By undertaking a localized application of this imaginative and theoretical work with field trips, students will address their own landscape of belonging and their sense of place.

**HUM00273  Borderlands: Identity, Culture and Belonging**  
*Biennial unit.*

Using a postcolonial approach to the study of identity and culture, students explore the social, cultural and political formation of borders and borderlands. Through an investigation of race, ethnicity, sexuality, gender and class, various cultural texts are analyzed. Students engage self reflexively with contemporary theories of multiculture, belonging, everyday life and dislocation.

**HUM00274  EcoCultural Studies**  
*Pre-requisite/s: HUM00270 recommended as pre or co-requisite. Biennial unit.*

The aims of this unit are to introduce students to theories addressing the interactions of nature and culture. Primarily the subject proposes to engage in environmental and ecological issues and discourses from the perspective of cultural studies. Students will explore the relationship between the human and non-human in respect to their socio-cultural and activist implications.

**HUM00275  Cultural Studies Research Project**  
*Pre-requisite/s: HUM00270 Introduction to Cultural Studies and three units in the cultural studies major. Biennial unit.*

Provides students with an opportunity to pursue in depth a topic of particular interest to them arising from theoretical or practical issues raised in earlier units of the Cultural Studies Major. Cultural study methods will be used to carry out a substantial research project. Research projects will be closely supervised and can be undertaken independently or as a group activity.

**SOC10400  Gender, Sexuality and Culture**

Introduces students to the relationship between gender, sexuality and culture. It adopts a cultural studies approach to understanding the debates and issues surrounding gender and sexuality through a focus on identity, socio-legal contexts, media, place, culture and power.

**CUL00211  Perspectives on Australia**

Students are introduced to Australia as concept and experience. Key ideas and aspects of the Australian experience are studied through Australian cultural studies, Indigenous studies, literature, media, history, sociology, political science, visual arts, music and environmental studies. Particular attention is paid to the significance of identity, place and culture in Australia and to the nature of historical and contemporary Australian social values.

**COM00439  Theory in Practice: Issues in Media Studies**

Introduces students to a critical analysis of media practices and uses in everyday life. From social networking to watching telly, from political campaigning to going to the movies; particular consideration is given to how we engage with media, and what impact it has on our perceptions of ourselves and the world around us. Students are encouraged to fashion their assignments around their own media interests and uses, thus making it clear that their studies are not something remote from their daily lives.

**COM10082  Film Studies: Cinema, Culture, Context**  
*Pre-requisite/s: Any 3 units.*

Addresses film as a major communication medium in terms of its form, history and its social, cultural, economic and political contexts. By examining the production and reception of film texts in their cultural contexts students are given an understanding of the place of film in everyday life - its passion, politics and pleasures. Films are not just made in Hollywood and so different styles, traditions and aesthetic concerns from around the globe shall be considered.
COM00446 The Big Picture: Global Media
Introduces students to the ways in which media industries, production processes and ways of communicating interact internationally. Students study global events and confrontations, news and foreign correspondents, sports and press freedom in various media and regions of the world.

COM10499 From the Bard to Bart: Media and Popular Culture
This unit uses a range of popular culture forms such as TV. Students will study media and genre as well as advertising, music video, Disney and Pixar animation, kinder culture, and popular mainstream literature, and film, as well as interpretations of Shakespeare live performance, in order to examine how identities and ideologies are constructed and disseminated in society today. It will also explore the cult of celebrity, the role of genre and the power popular culture has to both uphold and challenge the status quo.

CUL00401 Indigenous World Views
The unit aims to introduce students to the diversity and complexity of Indigenous Australian world-views, past and present. The unit focuses on a wide range of indigenous perspectives, cultural values and practices to posit Indigenous worldviews as legitimate bodies of knowledge, relevant as contemporary options to existing Australian dominant paradigms.

CUL00412 Indigenous Ways of Cultural Expression
The unit aims to explain the various roles of Indigenous Australian cultural expressions that have maintained Indigenous cultures in pre and post invasion Australian societies. The unit seeks to investigate the interaction between Indigenous and non-Indigenous expressions and to challenge dominant processes of Indigenous exploitation.

ART00602 Australian Visual Cultures
Pre requisite/s: ART00498 Contemporary Debates in Visual Culture.
Using the work of contemporary artists this unit will map the shifts and changes within key areas of Australian artistic and critical discourse, highlighting such issues as identity, appropriation and post-colonialism. Students will be encouraged to reflect upon Australian visual practices.

COM20001 Sensory Cultures
Introduces students to the exploration of vision, hearing, touch, taste and smell in cultural contexts. Students learn the philosophy and history of practices relating to sense experience. The social and political dimensions of sensory practices and their consequences for daily life, visual art, music and the media are examined.

History

HIS10016 Making History
Introduces students to research methods and styles of history-making. Debates within, and challenges to the discipline will be explored. A teacher/student interaction strategy will be employed which intends that students acquire the concepts of the discipline and have the opportunity to make history for themselves. Access to a computer and network will be essential for external students to meet the requirements of the unit.

HIS10018 Writing Place: Memory, Narrative, History
Examines the connection between people and place, community and identity in terms of how a sense of place is imagined and interpreted over time. Different ways of reading landscapes in visual and literary historical documents linking time and place will be introduced. Students will be encouraged to reflect on their practice as historians and their craft as writers to develop their own writing skills in the process of making history.
**CUL00420 History of Invasion of Aboriginal Nations**

Students will learn about the history and impact of European invasion, dispossession, colonisation, racism, government control and cultural oppression of Indigenous peoples. Students will also explore the political resistance of Aboriginal peoples to that construction of history.

**HIS00235 Community History Research Project**

Students undertake a piece of original research as part of a greater understanding of the professional historical work in partnership with a community partner. The research is closely supervised and is expected to result in both a piece of public scholarship and an account of the historiographical issues raised during its completion.

**HIS10725 US History: reconstruction to globalisation**

Beginning with Reconstruction in 1865, this unit takes a critical approach to the subject of American history through the examination of major changes in politics, economy and society. Students question, connect, source and argue to consider a range of perspectives on the history of modern America. This class involves weekly discussions that rely on a combination of secondary historical analyses and primary sources.

**HIS10726 Australian Cultural History**

Students study a wide range of interpretations of the history of culture in Australia and will use primary sources to explore some of the debates that arise from the study of history. Particular attention is paid to those areas that are seen as crucial to shaping contemporary Australia from World War I to the present.

**MNG10526 Foundations of Visitor Interpretation**

Visitor Interpretation is the professional practice of communicating with visitors in recreational and tourism settings such as protected natural areas, museums, zoos, art galleries and other natural and cultural heritage settings. The unit provides an overview of interpretation; an understanding of the key theories of communication and representation that underpin it; survey of interpretive methods such as signage, brochures, tour guiding; and an examination of its social, cultural, political and managerial implications. Students will have an opportunity to design and critique specific interpretive approaches.

**COM00471 Professional Placement**

*Pre-requisite/s: any 16 units.*

Students spend 70-100 hours in an appropriate organisation using knowledge and skills acquired in their undergraduate degree. Students undergo workplace supervision thereby gaining an understanding of how their skills and knowledge can be applied in professional environments.

**BIO10492 Cultural Heritage Science**

*Anti-requisite/s HIS00201 Cultural heritage Conservation, SOC10186 Indigenous Environmental Management.*

Cultural heritage conservation embraces the areas of cultural history, applied science, technology and management required to assess, manage and conserve both prehistoric and historical human heritage material (artefacts, sites, landscapes and knowledge). The unit is both theoretically and practically based, and introduces the principles and methods of heritage management, conservation and education. It concentrates on theoretical underpinnings, legislation and public administration and management of heritage, archaeological and historical investigation, conservation and management, and heritage education.
SOY10114  Independent Project  
*Pre-requisite/s: Any twenty (20) units.*

Provides students with an opportunity to pursue in depth a topic of particular interest to them arising from theoretical or practical issues raised in earlier units of the Major being undertaken within their Bachelor degree. A supervisor chosen from their field of study will review progress towards a major project. Projects can be undertaken independently or as a group activity.

**Governance and Society**

**POL10244  Australian Politics**
Provides students with a sound understanding of the institutions and processes of government and politics in Australia. Emphasises critical thinking through the opportunity to develop and present coherent and persuasive arguments both orally and in writing on important political questions. Develops technological skills through online participation and debate.

**POL00013  Global Social Movements**
Explores notions of power and ethics, which underpin political action and social movements, providing an opportunity to examine the dynamics that create social change. Contemporary social movements are examined so that students can evaluate their significance and assess the value of social movements to their own lives.

**POL00005  Political Ideologies**
Examines the range of political ideologies within Western political thought. In particular, it explores the dynamic of the political spectrum from the Right to the Centre and to the Left. Critically evaluates Fascism, Nazism, Conservatism, Liberalism, Democratic Socialism, Communism and Anarchism. Also explores the impact of ideological shifts toward green, feminist and anti-racist theories.

**POL10023  Peace, War and International Politics**
Overviews Australian and global responses to peace and war in current international politics. Examines Australia’s relationships with neighbouring countries in terms of responses to rights, regional conflict, trade and security. Explores the broad political context surrounding global issues of peace, war and international relations relating to aid, justice, national conflict, defence, peace-keeping and pluralist identities.

**SOC00118  Introduction to Sociology**
Provides an overview of concepts and traditions in sociology, as well as using critical thinking to explore social issues. It moves from the early work of classical sociologists to contemporary theorists. The unit focuses on enduring topics of social concern in Australia, for example work, family, health, sport and information technology.

**SOC10274  Non-Standard Lives: Work and Family in Australia**  
*Pre-requisite/s: SOC00118  
Anti-requisite/s: SOC00117 and SOC01122*

Examines the connections between work and its various guises and the contemporary family in the context of late modernity. It profiles the family and the labour market, provides underpinning theoretical approaches and examines work/family issues and relationships, and their implications from a sociological perspective.

**SOC00115  Global Inequality**  
*Pre-requisite/s: SOC00118*

Invites students to explore the notions of globalisation and social inequality by using a variety of sociological theories, and to question the structures that maintain those inequalities. Specific
inequalities such as the distribution of wealth and problems surrounding age, gender and religion are examined, as are policies designed to produce social change.

**SOC10430 Religions and the State**
Introduces students to key theoretical approaches to the sociological study of religion. Particularly the unit focuses on the relationships between religious and political worldviews underlying contemporary social issues such as terrorism, abortion and homosexuality. Students will explore the history, main social teachings and beliefs of Judaism, Christianity or Islam as a basis for examining contemporary religious fundamentalisms.

**POL10024 Justice in World Politics**
Examines ideas on justice, and their political implications, at community, national and international level. Theories and approaches on rights, justice, tolerance, liberty and equality, identity and oppression, citizenship, pluralism and democratic dialogue are critically considered in modern life. Context facilitates a philosophical evaluation of differing political approaches to justice.

**SOC10027 Networked Society**
*Pre-requisite/s: SOC00118 Introduction to Sociology.*
Invites students to use their sociological imagination to critically evaluate the social changes accompanying the emergence of new information and communication technologies (ICTs). Students will examine the structures and effects of ICTs and social media technologies in relation to civil society, citizen privacy, social inequality, commerce and government.

**SOC01123 Deviance in Society**
*Pre-requisite/s: SOC00118 Introduction to Sociology.*
Explores the notion of deviance using different sociological perspectives. Students will examine the ways by which morally condemned behaviours come to be defined as deviant, and explore the process by which people, who perform actions perceived as deviant, acquire a certain identity and respond to their label in various ways. In particular, students are encouraged to analyse a number of examples of constructed meaning by drawing on the accounts which various people have used to explain their actions.

**SOC10296 Understanding Community**
Introduces students to concepts of community from historical and sociological perspectives. Students engage with theoretical perspectives and case studies in community and will evaluate the various ways in which communities are characterised by both social cohesion and social inequality.

**SOY10114 Independent Project**
*Pre-requisite/s: Any twenty (20) units.*
Provides students with an opportunity to pursue in depth a topic of particular interest to them arising from theoretical or practical issues raised in earlier units of the Major being undertaken within their Bachelor degree. A supervisor chosen from their field of study will review progress towards a major project. Projects can be undertaken independently or as a group activity.

**Writing**

**WRI10001 Contemporary Reading and Writing Practices**
*Anti req: ENG00410 Introduction to Creative Writing.*
Provides students with foundational knowledges in active reading and writing practices and prepares them for a writing life based on creativity, critical interpretation and writing skills. Students will begin a portfolio of creative work and engage in the giving and receiving of critical feedback integral to their writing practice.
ENG00400  Introduction to Written Texts  
*Co-requisite: WRI10001 Contemporary Reading and Writing Practices.*

Introduces students to contemporary literary and cultural theories which will engage them in the central questions about the place of writing in culture. The genres of poetry, drama, fiction and non-fiction, as well as popular genres, are studied in relation to their cultural significances and their participation in cultural formation.

ENG00401  Issues and Themes in Contemporary Writing  
*Pre-requisites: WRI10001 Contemporary Reading and Writing Practices and ENG00400 Introduction to Written Texts.*

Students are introduced to a number of contemporary written texts. Major issues and themes are identified and a number of critical methods are exploited. Particular attention is paid to those issues and themes which can be seen as having special relevance to post-colonial societies. There is an emphasis on Australian writing.

WRI10003  Short Story Writing  
*Pre-requisite: WRI10001 Contemporary Reading and Writing Practices.*  
*Anti-requisite: ENG00403 Prose.*

Introduces students to a range of different writing strategies and techniques for short creative prose, specifically short fiction, through practical work and a range of readings. Students also develop drafting and self-editing skills.

ENG00411  Writing Genre  
*Pre-requisite: WRI10001 Contemporary Reading and Writing Practices. Biennial unit.*

Introduces students to a range of popular and literary genres and encourages them to study these genres in both practical and critical ways. Students will work creatively and critically with the aesthetic conventions, textual strategies, ideologies and histories of a range of genres.

ENG00407  Writing for Performance  
*Pre-requisite: WRI10001 Contemporary Reading and Writing Practices. Biennial unit.*

Designed to give students a practical and experiential introduction to a broad range of performance writing practices, dramaturgy techniques and theories of performance. Students will be given an opportunity to develop their writing based on a practical experience of methods, approaches and styles relating to writing for live performance.  
Requires access to a computer network.

ENG10022  Writing From the Edge  
*Pre-requisite: WRI10001 Contemporary Reading and Writing Practices, ENG00400 Introduction to Written Texts and WRI10003 Short Story Writing. Biennial unit.*

Introduces students to the theories and practices involved in a comprehensive range of innovative and experimental writing techniques used in fiction, non-fiction, poetry and writing for performance. Students will be encouraged to experiment with and make practical use of the aesthetic conventions and textual strategies discussed in the course in their own writing.

WRI20004  Writing Lives  
*Pre-requisite: WRI10001 Contemporary Reading and Writing Practices. Anti req ENG10164 Auto/biography. Biennial unit.*

Introduces students to the study and practice of auto/biography. Will explore a range of texts of the genres and those contemporary theories of the subject which are so pertinent to the writing and reading of auto/biography. Students will have the opportunity to write an auto/biographical piece.
ENG00408  Writing Project
Pre-requisite/s: WRI10001 Contemporary Reading and Writing Practices and 4 other Writing units.
Students undertake a major project of writing and will engage in critical practices which are alert to the relationship between writing and cultural production. The result will be a creative writing project with an exegesis, written during the session.

COM00481  The Fourth Estate: News Journalism
Pre-requisite/s: Any 6 units.
Students are introduced to basic aspects of news writing, research and interviewing which may be applied broadly across news media formats. Students gain a critical appreciation of legal, ethical issues in contemporary journalism. Practical activities and assessments give students exposure to professional journalism standards and practices.

COM00482  Hot Topics: Feature Journalism
Completes students’ introduction to journalism as a contemporary cultural and media practice. Students consolidate their skills in news gathering and writing, and are introduced to feature writing techniques through applied theory and practical activities and assessment. Students learn further research and interviewing skills, and develop a critical understanding of key professional, legal and ethics issues relevant to journalism.

WRI20002  Introduction to Editing and Publishing
Pre requisite/s: 5 Writing units or COM00481.
Develops student skills in and understanding of publishing and editing, and knowledge of related historical, ethical and legal issues. Students will be introduced to print- and screen-based editing and publishing, and the communication, language, technical and project-management skills to edit and publish texts in context.

WRI20001  Writing for Young People
Pre-requisite: WRI10001 Contemporary Reading and Writing Practices. Biennial unit.
Provides students with skills in writing specifically for young readers by investigating the development of children’s and young adult fiction and the demands being made on producers of texts for young people in contemporary times. Students will build a portfolio through creative original works relevant to the young adult market.

WRI20003  Writing Poetry
Pre-requisite: WRI10001 Contemporary Reading and Writing Practices. Biennial unit.
Develops student skills in writing, performing and publishing varied poetic forms. Students will be introduced to generating and editing their poems through reading of other poets’ work for genre, style, content and context; through practice of poetic language skills; and through acquiring knowledge of performance and publishing practices.

Media Studies

COM00439  Theory in Practice: Issues in Media Studies
Introduces students to a critical analysis of media practices and uses in everyday life. From social networking to watching telly, from political campaigning to going to the movies; particular consideration is given to how we engage with media, and what impact it has on our perceptions of ourselves and the world around us. Students are encouraged to fashion their assignments around their own media interests and uses, thus making it clear that their studies are not something remote from their daily lives.
COM10627  Telling Tales: Introduction to Digital Storytelling
Introduces students to the skills and concepts essential to the production of a range of contemporary media forms. The unit emphasises important storytelling principles, and the production processes that are shared by all creative digital forms. Using available digital technologies and working individually or collaboratively, students propose and produce a short audio-visual digital story.

COM00447 - The Rebirth of Frankenstein: Media and New Technologies Studies
Introduces students to the central role of new media technologies in the emerging globalised, convergent media environment, and explores key new media phenomena including user-generated content services, cross-media production and gameplay. It emphasises the changing relationships between new and established media forms, as well as the political, economic and cultural significance of these transformations.

COM00446  The Big Picture: Global Media
Introduces students to the ways in which media industries, production processes and ways of communicating interact internationally. Students study global events and confrontations, news and foreign correspondents, sports and press freedom in various media and regions of the world.

COM10110  Caught in a Web: Designing for the Digital Space
Introduces students to communications issues in delivering creative, professional media presentations, and develops an understanding of the desktop computer publishing tools and practices needed to present concepts in educational and workplace settings. Students acquire basic skills and knowledge in the principles of computerised images and text sourcing, layout, processing, storage and network distribution. They then apply these to the conceptualisation, construction and delivery of media presentations.

COM00481  The Fourth Estate: News Journalism
Pre-requisite/s: Any 6 units.
Students are introduced to basic aspects of news writing, research and interviewing which may be applied broadly across news media formats. Students gain a critical appreciation of legal, ethical issues in contemporary journalism. Practical activities and assessments give students exposure to professional journalism standards and practices.

COM00482  Hot Topics: Feature Journalism
Completes students’ introduction to journalism as a contemporary cultural and media practice. Students consolidate their skills in news gathering and writing, and are introduced to feature writing techniques through applied theory and practical activities and assessment. Students learn further research and interviewing skills, and develop a critical understanding of key professional, legal and ethics issues relevant to journalism.

COM10081  True Stories: Factual Media
Pre-requisite/s: Any 6 units.
Examines a wide range of contemporary journalism theories and practices in Australia and Internationally. The cultural construction of news and it’s relationship to established and emerging media entertainment genres is critically discussed.

COM10112  From Page to Production: Essential Screen Skills
Pre requisite: COM10627 or any 6 units.
Introduces students to the theory and practice of video production: research, scripting, budgeting, directing, producing, camera operating, sound design, editing and presenting. Students will design and shoot a short video in a given genre.
COM10082  Film Studies: Cinema, Culture, Context
Addresses film as a major communication medium in terms of its form, history and its social, cultural, economic and political contexts. By examining the production and reception of film texts in their cultural contexts students are given an understanding of the place of film in everyday life - its passion, politics and pleasures. Films are not just made in Hollywood and so different styles, traditions and aesthetic concerns from around the globe shall be considered.

COM01402  Act One: Screenwriting
Pre-requisite/s: Any 6 units.
Students are introduced to the theory and practice of scriptwriting with introduction to the concepts of character, plot, dialogue, and script presentation. By being exposed to and analysing examples of scripts, the student will be able to select appropriate form and content as applied to radio, film, video, television, and multimedia.

COM00455  Online Media Design
Pre-requisite/s: Any 6 units.
Introduces students to a critical understanding of the theory and practices of using digital communication techniques and processes to produce web-based convergent media productions. Students acquire skills in Web site design, construction and publishing with a focus on developing standards-compliant online media.

COM00461  Making Radio: Production Essentials
Pre-requisite/s: Any 6 units.
Introduces students to radio production skills including interviewing, editing, program and podcast production, announcing and radio studio operation through practical exercises and assessment tasks. Theory and practice support the acquisition of effective radio communication skills, industry awareness, and awareness of sonic elements in media.

Note: Students must have access to radio production tools and software, and broadband internet throughout the session for study, for assessment and communication purposes.

Part C - majors

Art and Design

ART00630  Design
Introduces students to the basic principles of design and digital imaging through a combination of practice and theory using Photoshop. A basic pathway enables students to complete competency-based modules. An optional advanced pathway enables students to undertake an additional design project where self-expression and technical ability are assessed.

ART10094  Digital Art and Design I
Pre-requisite/s: ART00630 Design.
Introduces students to concepts and practices of digital drawing, typography and their integration into visual arts and graphic design. Portfolio outcomes include investigations into ‘place’ and identity with community outcomes. Critical evaluative skills of their own work and the work of others are reviewed and developed.

ART10095  Digital Art and Design II
Pre-requisite/s: ART10094 Digital Art and Design I.
Develops the practical skills and critical understanding of digital imaging through the production of a portfolio. Explores the design concepts and processes associated with contemporary publications with an emphasis on the use of typography.
ART00406  Studio Drawing I  
Figure drawing, landscape drawing and thematically-based project work form the basis of this unit. Using an analytical approach, media, content, and the artistic options of contemporary drawing practice are explored. Students are encouraged to develop individuality and creativity within this context.

ART00407  Studio Drawing II  
*Pre-requisite/s: ART00406 Studio Drawing I.*  
Figure drawing, environmental and thematically-based project work form the basis of this unit through an expressive approach to media, content, and artistic options of contemporary drawing practice. Students are encouraged to develop individuality and creativity in the expressive drawing context.

ART10275  Digital Photography I  
*Quotas may apply.*  
Introduces students to digital photographic techniques, concepts, materials, and processes. Students learn to understand and use the camera, lighting and software while completing a set of un-graded modules. Students may also choose an additional thematic project in which personal artistic and technical interests are explored within a critical context.

ART00456  Photography II  
*Pre-requisite/s: ART10275 Digital Photography I.*  
*Quotas may apply, subject to student demand.*  
Builds on the curriculum of Digital Photography I, introducing advanced creative techniques and ideas for camera work, lighting and personal expression. Students are encouraged to use these in a context of their own choosing to complete a finished set of works. Using studio-based approach it introduces the history and concepts of a variety of photographic genres.

ART00600  Introduction to Visual Culture  
Introduces students to the critical, art-historical and aesthetic theories that are central to visual culture. Visual languages associated with modernism and postmodernism will be examined from a contemporary perspective, with emphasis on the ideological structures behind historical narratives, and on key socio-political issues that have shaped an understanding of visual practice.

ART00601  Framing Modernity  
*Pre-requisite/s: ART00600 Introduction to Visual Culture.*  
Modernism is the study of radical change within the production, interpretation and critical reception of the visual arts. Students will explore both the reasons for, and the ramifications of, that change and in the process will become familiar with broader theoretical issues of modernism and contemporary studies of that movement.

ART00498  Contemporary Debates in Visual Culture  
*Pre-requisite/s: ART00601 Framing Modernity.*  
Explores the consequences of postmodernity for contemporary visual culture through investigations into representation, subjectivity and critiques of language. Examines a number of emerging practices and new alliances in the production of visual culture.

ART00602  Australian Visual Cultures  
*Pre-requisite/s: ART00498 Contemporary Debates in Visual Culture.*  
Using the work of contemporary artists this unit will map the shifts and changes within key areas of Australian artistic and critical discourse, highlighting such issues as identity, appropriation and post-colonialism. Students will be encouraged to reflect upon Australian visual practices.
CAR10503 Arts Industry Studies

*Pre-requisite/s: any 16 units.*

Develops knowledge of project development, career building, and small business management practices pertinent to artists, music professionals, writers and media practitioners working within the creative industries

**Contemporary Music**

**MUS00620 Contemporary Music Theory I**

Provides an overview of basic concepts of music theory and notation, and demonstrates the application of these concepts in relation to a wide range of contemporary music styles. Also develops students' aural skills.

**MUS00630 Songwriting**

This unit focusses on the development of problem solving skills in relation to music composition. It will develop a series of approaches to developing analytical and reflective musical communication skills.

In particular, this unit will help you to develop skills in creative and interpretive music composition, lyric-writing, collaboration and critical analysis.

**MUS00497 Introduction to Music Technology**

Provides an introduction to the operation of music equipment commonly found in the music industry. Emphasis is placed on providing students with the basic skills required to operate standard contemporary music technology systems, in particular, live sound reinforcement systems and computer-based digital audio recording systems.

**MUS00621 Contemporary Music Theory II**

*Pre-requisite/s: MUS00620 Contemporary Music Theory I.*

Extends the theory concepts presented in MUS00620 - Contemporary Music Theory I, focuses on harmonic relationships, extended chords and voicings and groove construction; and applies these theoretical concepts to composition and performance in a variety of contemporary music styles.

**MUS10545 Global Perspectives in Music**

This aim of this unit is to provide students with a range of historical, cross-cultural and indigenous perspectives relating to the development of global music cultures. It examines the roles of music within different societies, and promotes an understanding of the dynamics of global musical cultures through the development of research frameworks for cross-cultural musical comparisons.

**MUS10509 Contemporary Music Styles**

This unit aims to provide students with an overview of the development of popular music, from the roots of rock 'n' roll through to contemporary popular styles. The unit explores interrelationships between musical styles, technology and the music industry and introduces foundation concepts of Musicology and Ethnomusicology. This unit also aims to develop the student's ability to identify important features of different musical genres.

**MUS10506 Music and the Internet**

Develops students' skills in using digital technology for the creation of musical products and their online distribution and promotion. Develop an understanding of online musical cultures.
MUS10508 Sound Theory and Record Technique  
*Pre-requisite: MUS00497 Introduction to Music Technology.*

This unit builds on the learning outcomes the pre requisite unit MUS00497 and introduces students to the physics of sound reproduction and basic electrical engineering concepts associated with analogue and digital sound reproduction. Additionally, the unit provides an introduction to the recording studio environment focusing on recording techniques and practices in both the digital workstation and the live concert performance environment.

**Psychology**

**BHS11001 Introduction to Psychology I**

Introduces the acquisition of behaviours and cognitive abilities through the study of learning, development and intelligence. Learning involves the study of eliciting stimuli, reward and punishment. Developmental psychology is concerned with change in behaviour and cognition over the lifespan. The two areas converge in the study of intelligence.

**BHS11002 Introduction to Psychology II**

Introduces three areas concerned with the study of the person in a societal context: social psychology (especially the role of attitudes and their relationship with behaviour); the central features and development of personality; and the study of psychological disorders and their causes (abnormal psychology).

**BHS20001 Psychological Assessment**  
*Pre-requisite/s: Check SOU.*

Introduces students to the design and analysis of factorial experiments and quasi-experiments. Students will learn to use the SPSS computer program for the analysis of variance. The unit will cover topics such as contrast testing, multiple comparisons, planned vs. post-hoc testing, repeated measures, significance testing, and the confidence interval approach.

**BHS30003 Development Across the Lifespan**  
*Anti-requisite/s: Check SOU.*

Provides an overview of human development from conception, through childhood, adolescence, adulthood, and old age. Introduces students to the scientific study of physical, cognitive, and social development applying to human lifespan development. Biological, social and psychological factors which influence the course of human development are considered.

**BHS30004 Physiological Psychology and Sensory Processes**  
*Pre-requisite/s: Check SOU.*

Provides a thorough understanding of gross brain anatomy, neural functioning, and sensory processing for the professional or academic psychologist. This basic knowledge is supplemented with consideration of the neural mechanisms of memory and learning, leading to basic psychological principles of rehabilitation and management of brain injury.

**BHS20006 Personality and Social Psychology**  
*Pre-requisite/s: Check SOU.*  
*Anti-requisite/s: BHS00229 Personality and BHS00230 Social Psychology.*

Examines central issues in social psychology and the study of personality such as attitude formation and the influence of attitudes upon behaviour, non-verbal behaviour, social cognition and affect, and prosocial behaviour, and the conceptualisation and measurement of personality in psychology.
BHS20007 Learning and Memory
Pre-requisite/s: Check SOU.
Covers learning and memory in an integrated fashion. Learning and memory are concerned with understanding the processes by which behaviour is acquired through experience and expressed in later performance. Topics will include basic principles of behaviour change, learning and addictive behaviours, information processing account of memory, the role of implicit memory and learning, and the effects of aging on learning and memory.

BHS20008 Quantitative Methods in Psychology
Pre-requisite/s: Check SOU.
Introduces students to the design and analysis of factorial experiments and quasi-experiments. Students will learn to use the SPSS computer program for the analysis of variance. The unit will cover topics such as contrast testing, multiple comparisons, planned vs. post-hoc testing, repeated measures, significance testing, and the confidence interval approach.

BHS30001 Research Methods in Psychology
Pre-requisite/s: Check SOU.
Equips students with a range of advanced methodological and data-analysis techniques likely to be utilised in psychological research at honours level. Introduces students to the conceptual basis and practical use of the General Linear Model. Students will learn to use the SPSS computer program for the analysis of complex data using ANOVA, MANOVA, regression, and other routines. The treatment of potential threats to interpretation (missing data, suppressor variable, etc.) will be stressed.

BHS30002 Abnormal Psychology
Pre-requisite/s: Check SOU.
Explores the nature of causes of emotion and the broad psychological disorders, including mood disorders, anxiety disorders, schizophrenia, eating disorders, and substance-related disorders. The unit will focus on basic issues in the study of abnormal behaviour such as classification and diagnosis. The causes of disorders will be considered from an environmental and biochemical perspective. The unit will also involve an introduction to the evidence-based treatment of various psychological disorders.

BHS30005 Cross Cultural and Indigenous Issues
Pre-requisite/s: Check SOU.
Introduces students to the importance of culture in understanding human behaviour, cognitive processes and emotions. The implications of cultural differences for the development of theories in psychology will be examined. Other issues will include immigration and working with people of different cultures. A section of the unit will focus on issues related to Indigenous Australian people, including suicide, Aboriginal deaths in custody, the stolen children generation, land claims, and reconciliation.

BHS30007 Health Psychology
Pre-requisite/s: Check SOU.
Introduces students to the contribution of psychological factors to illness, disease and injury. Conceptual, theoretical and policy issues related to health and its management are examined in relation to a range of common health problems. Psychological approaches to prevention, treatment and management of health problems will be outlined and the effectiveness of these approaches will be analysed based on the empirical literature.
Helpful hints

As a student in the School of Arts and Social Sciences you are important to us and we aim to assist you with your learning experience. We have developed the following standards of service to support you:

Tutor details

Distance Education students will be advised of their tutor details including contact information by the end of week three of the session. Our tutors have been selected on the basis of their qualifications and experience, so they have a strong interest in both their units and students. However as they are generally either part-time or casual employees at Southern Cross University the best way to contact them is by email. All SCU email accounts for tutors are in the following format firstname.lastname@scu.edu.au e.g. jane.smith@scu.edu.au

Your tutors are there to answer any questions you may have about the unit or the assignments. You will find their details are within the Unit Information Guide and online in the MySCU Blackboard Learning Site under Staff Details.

Assessments

Your assessment tasks will generally be marked within 2 weeks of the date they are received by the Unit Assessor or tutor. For external assessments please note that unless you live locally, posting both ways can add up to 10 days to the process.

You will receive comments on your assessments that explain the grade awarded. There will generally be comments within your assessments where relevant, unless they have been graded as a Distinction or High Distinction, when there might be little to comment on except the quality of your work.

If you unsatisfied with the marking of your assessment, you can contact your Unit Assessor and ask for it to be remarked by another staff member as per rule 3.14 of the Southern Cross University, Student Handbook at www.scu.edu.au/handbook. You will need to submit an unmarked copy of the assessment together with the marked original. The second grade will be recorded as your result whether it is higher or lower than the first.

Extensions

If you would like to request an extension for an assessment task you will need to complete an “Application for Special Consideration” which will be assessed by your Unit Assessor. Special consideration forms can be downloaded from the Student Services Study Information website. Please ensure you attach your supporting documentation (i.e. medical certificates) to your application. It is also advisable to contact your tutor or Unit Assessor to discuss your request for an extension.

Assessment Re-submission Policy

The School of Arts and Social Sciences has agreed that there is academic value in offering new students, whose assessments do not meet the required pass standard, the opportunity to rework and resubmit an assessment. The value to the students is that it will assist them to develop their academic skills and gain a better understanding of how to complete subsequent units successfully.

Core units

The opportunity to rework and resubmit an assessment will be offered to students in core units as well as BA foundational units marked by BA staff. This offer will be made on the first assessment that has been assessed as a Fail. Students are to accept this offer within five (5)

working days of receiving it, otherwise the assessment will attract a Fail grade. Please note the submission date is to be negotiated with the Unit Assessor, and reworked and resubmitted assessments should be emailed to the Unit Assessor or the person who marked the assessment.

Other units
In units apart from core units and the BA foundational units as identified, if students receive a Fail grade on an assessment and believe there are exceptional circumstances that affected the completion of the assessment, they may submit a ‘Special Consideration to Resubmit an Assessment’ application form. These circumstances should be supported by evidence as detailed on the application form. The completed application form should be emailed to the Unit Assessor with confirmation by hard copy sent later.

Number of resubmits in unit
There will be only one resubmit opportunity per unit.
Frequently Asked Questions

Q: *I am working full time or have a lot of commitments I can’t avoid in my personal life. How many units should I enrol in per session?*

A: The School recommends that students allow 10 hours per week per unit that they enrol in. If you have full-time family or work commitments, we would encourage you to commence with no more than two units. If you are able to manage two units it is possible to increase your study load to three or four units in later sessions.

Similarly, if you know you are going to have a busy session outside of university you may like to consider studying only one unit for that session. However, you should be aware of the time limits allowed for the completion of your course under the University Rules (see limits below).

It is important to keep in mind that employment related problems and the pressure arising from the demands of other units of study are generally not considered to be acceptable grounds for an extension or requests for special consideration. However, if you are experiencing difficulties then you should contact your unit assessor to discuss whether or not the policy applies to your situation.

Q: *What is the ‘Unit Information Guide’?*

A: When you begin each unit of study, you will receive a Unit Information Guide. It is a very important document and you must read it! The Unit Information (referred to as the Unit Statement in the University Rules) provides you with contact details for the staff involved in the unit, the unit’s learning objectives, the text or other materials that you are expected to purchase to complete the unit, the assignment and assessment details, including the due dates for assignments, the criteria that will be used to mark your assignments, and the rules related to completing assignments.

Q: *How long am I allowed to complete my course?*

A: The Bachelor of Arts must be completed usually in not more than 8 years.

Q: *What do I do if I fail a pre-requisite unit?*

A: If you fail a unit which is the pre-requisite unit for another unit, you will need to study that unit again before you will be permitted to enrol in that unit which it is the pre-requisite for.

Q: *Can I transfer to other courses offered by the School or go on to complete another Course?*

A: Yes, if you meet the entry requirements for another course, you can apply to transfer into it or to gain entry into it. When you apply for or transfer into another course, our program rules allow us to recognise some of the studies you have already completed (called Advanced Standing). If you are interested in another of our courses, you should contact a member of the Student Experience Team to discuss the application process and Advanced Standing. For Advanced Standing enquiries about the Bachelor of Arts degree please contact Sharon Gylling.

Q: *Who can I contact when I need help in the units I am studying?*

A: Each unit has a Unit Assessor who has responsibility for administering the unit and providing academic support to those studying it. The name and contact details of your Unit Assessor are set out in each Unit Information Guide. The Unit Assessor will help you with your questions about the unit as well as granting extensions and discussion of your marks. Where the Unit Assessor does not teach the in the unit, you should first seek assistance from your lecturer.

In addition, the Academic Skills Developing Unit Unit at Southern Cross University provides educational support to students, staff and the University as a whole. You can
contact them for advice and guidance in relation to assessment tasks. They provide support for all internal and external students, and will help you develop your skills and confidence in critical thinking, academic language and learning methods, as well as providing strategies for effective study

Q: I need to print proof of my enrolment. Where can I locate this?
A: You can print an Enrolment Transaction Advice within My Enrolment within My Study Plans – Current Enrolment; the last option on this screen is View and/or Print my proof of enrolment. Once this option has been selected, your screen will refresh while the report is being generated (this may take a few minutes). When it is completed you will see a box with a green tick with “Your Enrolment Transaction Advice report has been generated. To view select ‘View My Report’ from the ‘I Want To...’ section below.” This will then open as a printable PDF document which can be used to provide information both to Centrelink and Employers.

Q: What do I do if one of my lecture/tutorials on my timetable clashes with another unit?
A: If you have a class which clashes with another on your timetable, you may need to change your enrolment to another unit or study one of the units by distance education (if possible). If you have difficulty finding an alternative unit, please contact the SASS Student Experience Team.

Q: When should I enrol in my units?
A: If you are a new student, you should enrol in your units for the whole year, after you accept your offer on My Enrolment.

If you are a continuing student, you will receive an email notification to your SCU webmail account when enrolments are open for the following year. You should enrol in your units for the whole year at least 1 month prior to Session 1.

Remember that you can vary your enrolment up to the start of each session.
Contacts

Student Experience Team

The Student Experience Team aims to provide students with a high level of friendly, efficient and professional service and can be used as the first point of contact for enquiries students may have regarding their course. If the Student Experience Team does not have the answer to a question, they will be able to refer students to the relevant area within the University or to the appropriate staff member.

Staff in the Student Experience Team can provide you with assistance during the course of your studies in relation to the following types of enquiries:

- enrolment advice
- course structure and planning
- unit selection
- assignment administration
- advanced standing
- special consideration
- general course administration
- support for distance education students.

Location: Student Experience staff are located on each campus.

Hours: 9am – 5pm Monday to Friday.

<table>
<thead>
<tr>
<th>Campus</th>
<th>Location</th>
<th>Contact Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enquiries for all programs</td>
<td>School of Arts &amp; Social Sciences Reception</td>
<td>Telephone: 1800 005 687</td>
</tr>
<tr>
<td>Coffs Harbour Campus</td>
<td>M Block, Ground Floor</td>
<td></td>
</tr>
<tr>
<td>Lismore Campus</td>
<td>B Block, Level 3</td>
<td></td>
</tr>
</tbody>
</table>

Emailing your enquiries

Please note: Students should email isass@scu.edu.au with any undergraduate course specific enquiries. Include your Full Name, Student ID Number and the degree name in the subject line.

Our student experience team aims to give you a high level of friendly, efficient and professional service. We welcome feedback from students if our service does not meet your expectations. Similarly, if our service exceeds your expectations, we would love to hear about that also!

Academic staff

Academic staff are available to discuss any questions or issues you may have regarding the specific unit or course content.

- **Course Coordinators** have responsibility for the overall coordination, development, review and administration of a course. Please familiarise yourself with the name of your Course Coordinator.
- **Unit Assessors** have responsibility for the overall coordination, development, review and administration of a unit. Please familiarise yourself with the name of your Unit Assessor.
- **Lecturers and Tutors** have responsibility for conducting lectures and tutorials/workshops.

<table>
<thead>
<tr>
<th>Course Co-ordinator - Bachelor of Arts and Associate Degree of Creative Writing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr Adele Wessell</td>
</tr>
<tr>
<td>Course Co-ordinator</td>
</tr>
<tr>
<td>02 6620 3946</td>
</tr>
<tr>
<td><a href="mailto:adele.wessell@scu.edu.au">adele.wessell@scu.edu.au</a></td>
</tr>
<tr>
<td>Campus: Lismore</td>
</tr>
<tr>
<td>Room: B1.15</td>
</tr>
</tbody>
</table>
### Lecturers/Unit Assessors

<table>
<thead>
<tr>
<th>Lecturer/Unit Assessor</th>
<th>Department/Unit</th>
<th>Contact Information</th>
<th>Campus</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr Erika Kerruish</td>
<td>Cultural Studies and core units</td>
<td>02 6620 3139 <a href="mailto:erika.kerruish@scu.edu.au">erika.kerruish@scu.edu.au</a></td>
<td>Lismore</td>
<td>B1.01</td>
</tr>
<tr>
<td>Dr Moya Costello</td>
<td>Writing</td>
<td>02 6620 3146 <a href="mailto:moya.costello@scu.edu.au">moya.costello@scu.edu.au</a></td>
<td>Lismore</td>
<td>B1.05</td>
</tr>
<tr>
<td>Dr Lynda Hawryluk</td>
<td>Writing</td>
<td>02 6620 3602 <a href="mailto:lynda.hawryluk@scu.edu.au">lynda.hawryluk@scu.edu.au</a></td>
<td>Lismore</td>
<td>B1.08</td>
</tr>
<tr>
<td>Dr Rob Garbutt</td>
<td>Cultural Studies</td>
<td>02 6620 3162 <a href="mailto:rob.garbutt@scu.edu.au">rob.garbutt@scu.edu.au</a></td>
<td>Lismore</td>
<td>B1.16</td>
</tr>
<tr>
<td>Dr Grayson Cooke</td>
<td>Media</td>
<td>02 6620 3839 <a href="mailto:grayson.cooke@scu.edu.au">grayson.cooke@scu.edu.au</a></td>
<td>Lismore</td>
<td>D2.24</td>
</tr>
<tr>
<td>Professor Baden Offord</td>
<td>Cultural Studies</td>
<td><a href="mailto:baden.offord@scu.edu.au">baden.offord@scu.edu.au</a></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
This section of the guide is a summary of administrative and general information relevant to students and their studies. Wherever possible students will be directed to sources of further information and assistance. A comprehensive list of useful websites is located at the end of this guide.

Fees

The cost of attending university will vary and much depends on your program of study. Expenses can generally be broken into three groups: study costs, living expenses and other expenses. This section focuses on study costs or fees and includes important information to remember when enrolling into units of study in a course.

At SCU a student is either a Commonwealth supported student or a fee-paying student, also known as a non-Commonwealth supported student.

Fee-paying students are required to pay full tuition fees for each unit of study.

Undergraduate courses

The University offers very few undergraduate fee-paying courses. Generally, undergraduate courses are Commonwealth-supported for eligible students.

Postgraduate courses

The majority of SCU fee-paying courses relate to postgraduate study and FEE-Help is available to eligible students.

Commonwealth-supported students

Every unit of study undertaken under Commonwealth support has a cost. The Commonwealth Government meets part of that cost and the student pays the other part. This student cost is called the Student Contribution Amount.

At SCU the Student Contribution varies and is determined by the units selected by each student, the discipline category or ‘band’ of the units studied and the year the student commenced their course of study or degree. To find out exactly which band(s) your unit/s of study belong to visit the University’s Fees and Financial Assistance website

Before enrolling in units for the first time, new students must read the ‘Information for Commonwealth Supported Students’ booklet available from SCU Student Services or at www.studyassist.gov.au

Students complete the request for Commonwealth Support Form (and HECS-Help) from SCU. This is known as an electronic ‘Commonwealth Assistance Form’ (eCAF), which is completed and submitted electronically via ‘My Enrolment’. The eCAF must be completed before enrolment into any units.
The deadline for finalising payment arrangements for each unit of study is the census date. Commonwealth-supported students can pay for all or part of their Student Contribution up front or defer payment to the Australian Tax Office (ATO) and repay it later through the Australian tax system when their income is above the nominated minimum threshold.

**Domestic fee-paying students**

A fee-paying student, also known as a non-Commonwealth supported student, is required to pay full tuition fees for each unit of study in a study period. Eligible fee-paying students can either:

- pay some or all of their tuition fees up front on or before two weeks prior to the start of the study period; and/or
- apply for an Australian Government FEE-HELP loan for some or all of their tuition fees by submitting a ‘Request for FEE-HELP assistance form’ (eCAF). The Australian Government will pay the amount of the loan to SCU on the student’s behalf. A loan fee of 25% applies for undergraduate courses of study. There is no loan fee to a FEE-HELP loan for postgraduate study, enabling courses, units of study with Open Universities Australia and bridging study for overseas trained professionals.

The deadline for finalising payment arrangements via a FEE-HELP loan is the census date.

To be eligible to receive a FEE-HELP loan the student must be an Australian citizen or holder of a Humanitarian visa. FEE-HELP is not available to New Zealand citizens or permanent residents. Students, who wish to access a FEE-HELP loan, must read the ‘FEE-HELP information booklet’ available from Student Services or at www.studyassist.gov.au. They must also complete and submit an eCAF via ‘My Enrolment’ and provide their Tax File Number.

Payment of a FEE-HELP loan is deferred to the Australian Tax Office (ATO) and is repaid later through the Australian tax system when the student’s income is above the nominated minimum threshold.

**Student Services and Amenities Fee**

During 2011, the Commonwealth Government passed legislation that enables Universities to levy an annual capped Services and Amenities Fee to students starting in 2012. In 2014, the capped fee is $281 per student. The Higher Education Legislation Amendment (Student Services and Amenities) Bill 2011 clearly outlines the ways in which these funds can be used by Universities and focuses on essential student services that will support and enrich the student experience.

Eligible students are able to defer their Student Services and Amenities Fee (SSAF) to the Australian Taxation Office (ATO) by completing a ‘Request for SA-HELP Assistance’ eCAF in My Enrolment. To be eligible for the SA-HELP loan scheme the student must be an Australian citizen or holder of a Humanitarian visa. SA-HELP is not available to New Zealand citizens or permanent residents. The deadline for finalising payment arrangements via the SA-HELP loan is census date of the study period in which the fee is charged.

Students who wish to access a SA-HELP loan must read the ‘SA-HELP information booklet’ available from Student Services or at www.studyassist.gov.au and complete and submit the SA-HELP eCAF with a valid Tax File number through My Enrolment.

For more information about the Services and Amenities fee, what it will be used for, fee schedules, payment details, loan schemes available for eligible students and Frequently Asked Questions, please go to the Student Services and Amenities Fee website.

**International onshore and miscellaneous fee-paying students**

International onshore students and miscellaneous fee-paying students are required to ensure that their fees are paid on or before two weeks prior to the start of the study period.
International tuition fee information, including information about unit withdrawal impacts, due dates for student fees and refund rules, is available from the International Office and the SCU Fees and Financial Assistance website.

To contact the International Office:
Phone: +61 2 6620 3876
Email: intoff@scu.edu.au

Remission of Student Contribution Amounts
Where extenuating circumstances exist, students may apply for a remission of the Student Contribution Amount by contacting Student Services.

More information
For more information on University fees or Commonwealth-supported places go to the University’s Fees and Financial Assistance website and www.studyassist.gov.au

To contact Student Services:
Phone: 1800 005 687
Email: enquiry@scu.edu.au

Other related costs
There are a number of other administrative fees that students may be required to pay at some time during their university life. These may include such things as textbooks, field trips, penalty charges (sanctions) and costs associated with graduation etc.

For further information see Administrative Charges in the Student Handbook.

Income support and the Three-Session Teaching Calendar
The Southern Cross University three-session teaching calendar provides students with the flexibility to spread their full-time study load over three sessions, if they choose. This does not mean that students have to enrol in all three sessions to qualify for income support. There are many combinations of study that satisfy the eligibility criteria for income support. Students will still be able to study a full-time load over Session 1 and 2 and take Session 3 as a break. It is an optional study period. Schools will be offering units during Session 3 that will enable students to accelerate their learning or spread their study load. Please note, not all courses offer units in Session 3, students will need to check the Schedule of Units for that study period to see what is available to study.

Centrelink considers students to be full time if they are doing at least 75% of the full-time workload. At Southern Cross University one single weighted unit of study has a HECS loading of 0.125. Students need to demonstrate to Centrelink that they are studying at least 6 single-weighted units over the full teaching calendar year in order to be entitled to income support.

There is no obligation to study in all three sessions of the Teaching Calendar.

Requirements regarding full-time study can be found on the Centrelink website at http://www.centrelink.gov.au/. Students should discuss their eligibility for income support with Centrelink’s Youth and Student Services by telephoning 132490.

Advantages of studying in Session 3
Session-based students are not obliged to study in Session 3; however there are advantages in doing so. Studying in Session 3 can help students to:
• fast track their studies
• dedicate time to studying a unit that might need a concentrated effort
• maintain their study momentum by undertaking a unit or units over the break between the end of Session 2 and commencement of Session 1 the following year
• catch up on failed units so that course progression and completion is not extended
• graduate sooner, if nearing course completion with 4 or less units to complete, consider studying these over session 3;
• negotiate a study plan with their School or College to align with Session 3 unit availabilities that suits individual goals and career aspirations

**Please note, not all courses offer units in Session 3.**

To find out more about the units available to study during Session 3 visit the SCU [Units Search](#). Here students will be able to search for units (subjects) by name, code, school or campus. Once a unit or list of units has been retrieved, students can also see a description of the unit by clicking on the unit name.

**HINT:** Prior to enrolling in a unit remember to check the [Schedule of Units](#) for any requisite requirements.

### Study load for International onshore students

International onshore students must complete their course within the expected duration of study as specified by Standard 9 of the National Code of Practice 2007. This means Southern Cross University must monitor the study load of International onshore students to ensure they complete their course within the duration specified in their Confirmation of Enrolment (CoE) and do not exceed the allowable portion of distance learning. SCU will only enable students to extend the expected duration of study for the course through the issuing of a new CoE in limited circumstances.

International onshore students are required to complete eight (8) single-weighted units of study each year, or pro-rata if a student commences after the first study period.

Students can study up to twenty-five percent (25%) of their course by distance learning. Approval to study by distance education must be sought from the International Office using a `Unit Approval Request` submitted through My Enrolment. Students must study at least one (1) unit that is not by distance in each mandatory study period.

#### Students studying across 2 sessions

International onshore students who undertake study across two (2) sessions must study a minimum of four (4) units in each of the mandatory sessions (Sessions 1 and 2) to satisfy full-time enrolment. In special circumstances this can be varied.

Students not studying four units in each of the two mandatory sessions (Sessions 1 and 2) are required to liaise with an International Student Advisor to map and sign their study plan for each year of study.

#### Students studying across 3 sessions (Postgraduate Business and Tourism courses only)

International onshore students who undertake study across three (3) sessions are required to enrol in the equivalent of eight (8) units each year.

All three sessions are compulsory; international onshore students must be enrolled in all study periods while on a student visa. Any variation to the required study load must first be discussed with an International Student Advisor.

### More information

For more information go to Southern Cross University's [International Office website](#) or the Australian Government – Australian Education International website at [www.aei.gov.au](http://www.aei.gov.au)
To contact Southern Cross University’s International Office:

Phone: +61 2 6620 3876
Email: intoff@scu.edu.au

Census dates

Each unit of study in a study period at SCU has a census date that is the day upon which a student’s enrolment for unit(s) in the study period becomes fixed and final. After the census date a student cannot enrol or withdraw from units without significant financial and/or academic liability.

If using the HECS-HELP or FEE-HELP Government loan schemes, the debt for units in the study period is deferred on the census date.

Census dates vary depending on the unit/s in which a student is enrolled. Therefore, it is important that students are aware of the census date for each enrolled unit for a particular study period.

To determine the actual census date for each unit of study, students must check My Enrolment:

• log into My Enrolment
• select My Study Plans
• from the menu to the left of the screen select Current Enrolment.

Each unit in which a student is enrolled will be displayed with the census date clearly identified.

Commonwealth Assistance Notices (CAN)

A Commonwealth Assistance Notice (CAN) is issued to all Commonwealth Supported, FEE-HELP and OS-HELP assisted students within twenty-eight (28) days past the census date for each unit of study. The CAN shows detailed enrolment information for each unit of study within the relevant study period including upfront student contribution amounts and/or amounts deferred via HECS-HELP, FEE-HELP or OS-HELP. The CAN is available by accessing My Enrolment (use the My Finance menu option). It is important to check all the information on your CAN within fourteen (14) days of its release. If you believe the information on the CAN is incorrect, please make a request in writing to enrol@scu.edu.au to have your information corrected.

More information

For more information on census dates or Commonwealth Assistance Notices go to the University’s Fee and Financial Assistance website.

Final date to enrol in unit/s

The final date to enrol in unit/s online without approval is the end of Week 2 (Sunday) of each study period. Students wishing to enrol in unit/s after this date will require approval from the relevant School and should submit a Unit Approval Request through My Enrolment stating the reason for the late enrolment. Where approval is not granted, the relevant School will contact the student.

Deferring studies

Students who cannot commence studies in this academic year can defer their studies and secure their place in the following year. However, if a student can commence studies in Session 2 or Session 3 they do not need to defer, they simply enrol in that study period, except for students enrolling into the Bachelor of Psychological Science (Hons) or the Post Graduate Diploma of Psychology who must commence study in Session 1.
Deferment is only available to applicants who have been made a Commonwealth Supported or Hotel School Employer Reserved offer. Deferment is not available for Bachelor of Education (Secondary) graduate entry, Bachelor of Laws graduate entry, Bachelor of Education (4th year upgrade), Bachelor of Psychological Science (Hons), Post Graduate Diploma of Psychology and all one year Honours courses. Deferment is also not available to continuing students (continuing students wishing to take a break from studies should refer to the section ‘Leave of Absence’).

Students can defer an offer to a course prior to accepting through My Enrolment. To defer an offer once a student has accepted, declined or enrolled in units, please send a request by email to defer@scu.edu.au.

Requests to defer an offer to a course must be submitted by the census date. Southern Cross University does not charge a deferment fee.

For more information about how to defer an offer please visit the Defer you offer page, which is located on SCU’s Students website.

Advanced Standing and Recognition of prior learning

At Southern Cross University (SCU) a student may apply for recognition of prior learning (RPL). This means that relevant prior learning (including formal, informal and non-formal learning experience) is assessed to determine the amount of credit that may be awarded towards a qualification, reducing the amount of learning and time (in months or years) required for completion.

Students who believe they have prior learning or professional experience relevant to one or more units (subjects) within their SCU degree are able to be assessed for RPL by providing documentary evidence demonstrating the level of knowledge, skills and expertise they have previously acquired. At SCU an Application for Advanced Standing must be submitted to facilitate the assessment of prior learning. Credit in the form of credit points is the value SCU assigns for the recognition of equivalence in content and learning outcomes.

Some tertiary qualifications/courses delivered by the SCU College, TAFE, private Registered Training Organisations or universities have been evaluated to determine the equivalence in content and learning outcomes to related SCU degrees. This allows students to use the SCU Advanced Standing Search to determine how much credit they may receive for their prior learning.

If the search is successful, use the ‘Print these details’ print icon to print and save the Advanced Standing Search Results.

Students should apply for advanced standing even if a search is unsuccessful, particularly if their previous studies are partially complete or if they are applying for Advanced Standing on the basis of previous professional experience.

There are two ways to apply for Advanced Standing:

1. Enter the ‘Precedent Reference Code’ into the online ‘Application for Admission’, or
2. Complete the SCU ‘Advanced Standing Application Form’

For further information about how to apply visit SCU’s Advanced Standing website.

The amount and type of credit awarded (in the form of credit points) will determine a student’s study plan so applications for advanced standing should be submitted at the same time as an application for admission into the SCU degree. Students wishing to apply for advanced standing at a later stage during their studies should submit an application at least one month before the start of a session. This will ensure that RPL can be assessed and adjustments made to the relevant study plan in time for enrolling in units. All requests for advanced standing must be submitted before the commencement of a student’s final session. This will ensure that course completion and graduation are not unnecessarily delayed.
Applications will be acknowledged by Southern Cross University upon receipt. The applicant will be notified of the outcome in writing via email or post within one to four weeks, depending on the level of assessment complexity and whether complete information and sufficient supporting documents have been supplied.

International students studying in Australia, who have applied and been granted advanced standing following the commencement of the course, are required by the Education Services for Overseas Students (ESOS) Act to acknowledge, in writing, acceptance of the advanced standing granted. The 'Advanced Standing Acceptance Declaration', supplied with the notification of advanced standing, must be signed, dated and returned to the SCU International Office within two calendar weeks of the date of the 'Advanced Standing Notification'. The International Office will then vary the period of study on an International student's Confirmation of Enrolment (CoE).

A student who has accepted credit that has been awarded may at any time, apply in writing to rescind (withdraw, overturn or cancel) part or all of this credit. Requests to rescind credit will only be approved for sound academic reasons (e.g. the student wishes to undertake the unit, to change direction in their degree or undertake an approved exchange or study abroad program). Once credit has been rescinded, students will not automatically be re-granted that credit.

Any advanced standing granted or rescinded will affect a student's study plan and the units in which they will need to enrol to complete their course. Students should seek further study plan and unit sequence advice. International students should consult their International Refund Policy ('Listed in the 'Acceptance of Offer Agreement') about the refund impacts this may have.

For more information visit the SCU Advanced Standing website. For assistance telephone (free call in Australia) 1800 005 687 or email enquiry@scu.edu.au.

International students studying in Australia should call +61 2 6620 3876 or email int.apps@scu.edu.au

International students studying outside of Australia should contact their local administrator.

Class timetabling

Information about class timetables is available from the University's Class and Exam Timetables website. This represents the most up-to-date timetable information for SCU on-campus students and does not apply to external studies.

Students can use the timetables online search facility to check class timetables for the following locations:

- Coffs Harbour
- Gold Coast–Beachside
- Lismore
- Tweed Heads - Riverside

Please continue to check timetables periodically as times may change.

Class registration

Students who elect to enrol in units offered internally must register for classes online. Students will receive an email from Student Services advising when online class registration is open for each study period. All Schools/Colleges use online class registration and students must register for classes through My Enrolment. Please note some students do not register for classes, for example, distance education/external students.

It is easier for students to register into their preferred class if they already know the class they wish to take. Therefore, we recommend students review the class timetables for their enrolled units prior to class registration opening and to have alternative classes selected in case their preferred class is already full. This will make online registration easier. Remember – you must be enrolled in the unit before you can register into classes.
There are very few classes that do not register online. However, if a unit has only one class scheduled (i.e. there is no choice about the days students can attend classes), then students will be automatically allocated to that class. Students will see they have been registered into the class when they look at their timetable in My Enrolment.

Where there is a choice of classes (usually for tutorials, workshops or lab sessions), then students must register for classes online through My Enrolment (use the My Classes menu option).

Class registration opens progressively during the week for Schools/Colleges. Please note, units belong to each School; students should ensure that classes are open before they try to register. This is particularly important for students who are studying units across schools.

**HINT:** the earlier a student registers for classes once class registration opens the greater chance they have of gaining their first preference of class.

For more information about class registration visit Class Registration on the SCU Students website.

**Leave of absence**

Students can apply for a Leave of Absence for up to one year (12 months) provided they have remained enrolled in at least one unit of study past a given census date. Students can apply for an extended Leave of Absence up to two years (24 months) upon approval from the relevant School.

Applications for Leave of Absence are submitted through My Enrolment.

Students who do not make application for a Leave of Absence will be automatically withdrawn from their course of study where no enrolment is evident after a certain period. Should the student wish to return to study at a later date, they will need to re-apply to the University either directly or via UAC/QTAC and either provide the same supporting documentation as the initial application or evidence of the SCU study prior to withdrawal.

International onshore students are only permitted six (6) months Leave of Absence. All International onshore students considering taking a Leave of Absence must first seek approval from the SCU International Office.

For further information please refer to Rules Relating to Awards in the Student Handbook (see Rule 2 Section 7 - Leave of Absence for a Specified Period).

**Variation to enrolment**

A student may vary their original unit enrolment details through My Enrolment. Deadlines exist for enrolment variations and course and unit withdrawals. Changing the mode of study, for example internal (on-campus) to distance education (external), and unit substitutions are enrolment variation requests and are subject to the same deadlines.

The dates by which a student must vary their enrolment are set out in the Principal Dates section of the Student Handbook. Enrolment variations after the prescribed dates can affect a student’s academic record and financial liability.

International onshore students on a student visa are only permitted to study twenty-five (25) percent of their course by distance education (external). All International onshore students considering varying their enrolment to include external units must first seek approval from the SCU International Office.

**Withdrawing from a course or unit**

After certain dates in the academic calendar have passed, withdrawing from a course or unit can have a serious impact on a student’s financial liability and/or academic record.
Withdrawing from unit/s without incurring a Student Contribution Amount  
The final day to withdraw from unit/s without incurring a Student Contribution Amount (SCA) is the census date. Census dates vary depending on the unit/s in which a student is enrolled. Students can check the census date for each enrolled unit through My Enrolment. Each enrolled unit will be displayed with its census date clearly identified. Students who withdraw from unit/s after census date will incur a SCA.

Withdrawing from unit/s without incurring a Fail grade  
The final day to withdraw from unit/s without incurring a Fail grade is referred to as the ‘Withdrawal Without Failure’ date. Withdrawal Without Failure will still incur a Student Contribution Amount as the final day to withdraw without incurring this debt is census date. Students who withdraw from unit/s after the Withdrawal Without Failure date will incur a Fail grade. To check the final day to withdraw without incurring a Fail grade go to the teaching calendar Key Dates published on the SCU Student Services website.

Fee-paying courses  
If you are enrolled in a fee-paying course and you withdraw from your course or unit/s after the start of the study period you may be liable for a partial fee. Refer to the University Refund Policy set out in the Rules Relating to Student Fees and Charges in the Student Handbook.

It is the responsibility of each student to be aware of the relevant dates and consequences before withdrawing from a course or unit. Course or unit withdrawal can be done through My Enrolment.

Regulations relating to a course or unit withdrawal are also set out in the Enrolment Rules, which are printed in the Rules section of the Student Handbook.

Students who require further information or assistance should contact Student Services on:
Phone: 1800 005 687  
Email: enquiry@scu.edu.au

International onshore students  
International onshore students should contact the International Office if they intend to withdraw from their course.
Phone: +61 2 6620 3876  
Email: intoff@scu.edu.au
Further information go to SCU's International Students website.

Cross-institutional studies  
It may be possible for SCU students to undertake a unit/s of study at another university and have the unit/s credited to their award (course, degree or program).

Students interested in applying for approval to study cross-institutionally at another institution should first discuss their intention with their school. The School may require the application to be in writing and accompanied by the unit statement/s for the unit/s a student wishes to study.

Where the request is approved, the School will provide written approval, which will be required by the university that you wish to study at. It is the student’s responsibility to organise enrolment at that university. As each university will have different requirements and deadlines, students will need to check these carefully.

On completion of cross-institutional study, the student will need to provide their School with their academic transcript, or a certified copy, attached to a completed Advanced Standing Application form to have the unit/s credited towards their SCU degree. To avoid delays with graduation, please make sure that all applications for advanced standing are submitted as soon as possible after the completion of cross-institutional study.
International onshore students on a student visa are only permitted to study twenty-five (25) percent of their course by distance education (external/university wide), which includes cross-institutional studies. All International onshore students considering undertaking a unit of study at another university must first seek approval from the SCU International Office.

Students studying at other universities may apply to study cross-institutionally at SCU. Application is made direct to SCU using the University’s Direct Application form. Normal admission deadlines apply.

**Please note**, not all courses allow students to undertake cross-institutional study.

For more information please contact SCU's Client Services:

Phone: 1800 005 687
Email: enquiry@scu.edu.au

International onshore students should contact Southern Cross University’s International Office:

Phone: +61 2 6620 3876
Email: intoff@scu.edu.au

**Course transfer**

If you are currently admitted to a course at Southern Cross University you may apply for a course transfer to study a different Southern Cross University course. Students can apply to do so by making application online through My Enrolment.

If you are seeking credit transfer (advanced standing) for units in the course that you are transferring to based on similar units you have studied in your current course, please complete an Advanced Standing Application form. You will not have to supply supporting documentation as a copy of your academic record will be accessed to ascertain your eligibility to course and credit transfer.

Students cannot transfer to another course at another University or Higher Education Institute. Instead you must withdraw from the SCU course using My Enrolment and make application to the new institute via their published application process.

Please note students wishing to exit from an SCU course with a lesser award should contact the relevant School or College for further information.

**Further information about enrolment issues**

Further information or assistance regarding enrolment issues is available by consulting:

- the relevant course and unit entries in the Student Handbook
- the relevant Enrolment Rules in the Rules section of the Student Handbook
- the Student Experience Team
- a Client Services officer:
  
  Phone: 1800 005 687
  Email: enrol@scu.edu.au

**MySCU**

MySCU is a student’s point of entry to a range of online services and resources that support study and student life. The portal includes **Unit Learning Sites** and **Information Sites** where students can access resources, communication tools and useful links that are integral to their studies.

Students should regularly check the following location in their browser:

[http://study.scu.edu.au](http://study.scu.edu.au)

This opens the MySCU student intranet page.
MySCU Information Sites

MySCU information sites contain the Student Centres for each School and are typically online information forums specifically developed to support students studying units offered by a particular school. Following are examples of the information that may be contained within School Student Centres:

- **Notice Board** contains important announcements posted in relation to administrative deadlines, re-enrolment, examinations, upcoming events and internship opportunities, as well as a range of other relevant details.
- **Information** about advanced standing, leave of absence, candidature extension and graduation together with links to other University sites such as Schedule of Units, principal dates, Student Handbook, special consideration and examination, maps, student classifieds and My Enrolment.
- **Textbooks and Timetables** - links students to information about textbooks and timetables for classes and examinations.
- **Course Information** contains links to current course enrolment guides and relevant course related information.
- **Unit Assessor List** for units on offer in each study period.
- **Discussion Board** - an interactive forum that allows students to communicate with staff and/or network with other students.
- **Staff Contacts** - lists School staff and their contact details.
- **Job Opportunities** - provides students with information in relation to employment vacancies and where applicable opportunities for industry scholarships.
- **Important Links** are also provided to the University Co-op Bookshop, Schedule of Units, University Library, Student Services, Academic Skills Development and Counselling Services.

MySCU Learning Sites

A unit Learning Site is a central place to access information, learning resources and activities for each unit of study in which a student is currently enrolled. Within these sites students can access essential information including the Unit Information Guide and content (that can be presented as text and multimedia formats), participate in learning activities such as online sessions and assessment tasks, and interact with teaching staff and fellow students.

The **Unit Information Guide** is important for study as it contains details of the aims, objectives and syllabus of the unit, details of essential readings and textbooks (if applicable) as well as due dates for assessment tasks.

Through Learning Sites students may be provided with access to interactive communication tools to share ideas and content with your teachers and fellow students. For example, students may have access to discussion forums, blogs and wikis, email, instant messaging, recordings of lectures and online class sessions via **Blackboard Collaborate** with live audio, video, text chat and shared, interactive content (e.g. PowerPoint presentations, Excel spreadsheets).

Students will obtain access to MySCU Learning Sites one week prior to the commencement of the study period providing they are enrolled in that unit. Please note Learning Sites will be open to allow students to become familiar with the site and to download information but teaching and online interaction will not occur until the first teaching day of the study period.

Where a student cannot see a particular unit listed under Learning Sites they should first check their enrolment status through My Enrolment. If it appears the student is not enrolled in that unit, they should either enrol in that unit or email a variation request to Student Services at enrol@scu.edu.au. If a student is enrolled in a unit but still cannot see the Learning Site they should send an email to servicedesk@scu.edu.au
Blackboard Collaborate
The web-based program **Blackboard Collaborate** delivers advanced online learning environments for students and lecturers to communicate and collaborate through virtual meeting spaces and classrooms. They can share files, presentations, and applications. If the session is recorded, students can view it afterwards. Blackboard Collaborate is used in many SCU units (both on-campus and external). To use audio in Blackboard Collaborate sessions, students are advised to use a headset with a microphone.

MySCU login details
To access MySCU students will need their account details.

**New students**
A student’s letter of offer provides the information needed to log in to My Enrolment. Please note, new students will need to log in to My Enrolment to access their MySCU account details.

After logging in students should ensure that they click on the MySCU Details tab and record their username and password. This section provides students with access to their study portal. It is separate to My Enrolment.

**Continuing students**
Continuing student should use their existing username and password. If a student has forgotten their password they should contact the IT Service Desk:

- **Phone:** +61 2 6620 3698
- **Email:** servicedesk@scu.edu.au

**Changing your password**
Students can change their password by accessing the following link:
[www.scu.edu.au/changepassword](http://www.scu.edu.au/changepassword). It is important that students change their passwords regularly.

- **HINT 1:** Commencing/first year students should check MySCU as soon as possible as it will assist their preparedness for university studies.
- **HINT 2:** It is important students read and understand the information contained in the Unit Information Guide.

**Textbooks**
Prescribed textbook details can be found on the University Co-op Bookshop website [www.coop-bookshop.com.au](http://www.coop-bookshop.com.au) and are also contained in your Unit Information Guide for each unit.

Approximately two to three weeks prior to each study period commencement students can check their prescribed textbook list on the University Co-op Bookshop website. Information regarding prices and availability can also be checked on this site.

Prescribed textbooks can be purchased from on-campus Co-op Bookshops at Coffs Harbour, Lismore and Beachside, or online for delivery to residential addresses.

When searching for textbooks or ordering online students should use the text search facility. Go to the website and find ‘Text List Search’ in the ‘Book Search’ drop down menu at the top left. Enter the Southern Cross University campus, relevant study period and unit code/s. Searching or ordering using the ‘Text List Search’ will link automatically to the textbook information a Southern Cross University member of staff has given the University Coop Bookshop and will ensure that the correct books are selected.

Limited copies of required texts are placed on reserve in the University Library.
The University Co-op Bookshop contact details are:

**Lismore campus**
Phone: +61 2 6621 4484

**Coffs Harbour campus**
Phone: +61 2 6659 3225

**Gold Coast campus**
Phone: +61 7 5599 4191

For further information visit the website: [www.coop-bookshop.com.au](http://www.coop-bookshop.com.au)

**Study materials and Books of Readings**

Copies of study materials are available online. The Unit Information Guide and Study Guide are available on the MySCU Learning Site for each unit. The Book of Readings, if applicable to a unit, is available on the University Library eReadings website (for online viewing and saving). Some Study Guides and workbooks, if applicable, may also be available on eReadings.

Delays in obtaining study materials may be experienced if you enrol (or vary your enrolment) only a few weeks before the study period commencement date. If study materials are not available one week before the commencement of the study period, students should immediately contact their School or College External Studies Dispatch Officer by email or telephone.

Hardcopies of study materials are usually only available upon request.

**Students in Correctional Centres**

If you are currently in a Correctional Centre, please advise the relevant School or College as soon as possible. We are aware that students in Correctional Centres may require Southern Cross University to make special arrangements to ensure access to study materials.

**Books of Readings**

Books of Readings are often produced by Schools or Colleges to supplement textbooks and are available on the University Library eReadings website. In eReadings study materials are available for students to browse. Distance education (university wide/external) students receive a copy of the Book of Readings in their study materials.

**School specific arrangements**

Where a School has alternative arrangements in place regarding study materials and Books of Readings, students will find specific information in Part One of this guide.

**Turnitin**

Many assignments at the University will be submitted (through MySCU) to Turnitin, a text-matching system that finds similarities between assignments and other documents such as web pages and academic journals.

Turnitin produces an ‘Originality Report,’ a report identifying sections of text in the submitted assignment which match sections of text in these other documents. Turnitin at SCU is set up so that students can self-check their work before submitting a final copy of their assignment.

For further information see the SCU Turnitin website.
Orientation and transition

Orientation is a three and a half week program that assists first year and returning students at SCU to find out about their course, their campus and SCU services to assist them to succeed in their studies.

O'Week – Essential Sessions
Orientation commences prior to Week 1 with three lecture-free days of essential sessions, specifically designed for first year students (O'Week). It is strongly advised that you attend these sessions as it provides you with important information to assist you to commence your university life and succeed in your studies. At this time, you will be introduced to your School Host who will welcome you as you arrive on campus and will be available for any questions you might have about Southern Cross University.

Weeks 1 and 2 — Transition to University Life
In weeks 1 and 2 of Orientation at SCU, there are a number of free academic skills workshops and orientation events to get you settled into university life and find out about the SCU community.

Week 3 — Get Connected Week
Get Connected Week is the third week of the Session (Week 3). This final week of orientation focuses on networking opportunities for students and staff, to encourage communication. In this week there will be events specifically designed to enable students to socialise and meet each other. There will be an emphasis on forming study groups, joining clubs and societies and participating in health and wellbeing sessions.

To find out more go to the SCU Orientation website.

UniMentor program
The UniMentor program connects new students with a second or third year mentor studying the same (or similar) course. UniMentors are in touch with the academic and social challenges of university life, as they've been through it themselves.

Regular meetings with a UniMentor can help new students make friends and gain positive, empowering advice and support from someone who has “been there“ and “done that“. UniMentors can advise on a wide range of student issues, from the best way to navigate an online study environment to where to buy the best organic coffee! Although not an academic tutor, UniMentors can share their study tips, and help new students settle in to an academic routine with knowledge and confidence.

The UniMentor program is available to all new undergraduate students, studying on campus or via distance education in any award course (ie, Bachelor degree or Associate degree).

For more information visit the UniMentor Program website.

Student Health and Support Services
Southern Cross University Student Health and Support Services (SHSS) offer a range of services to encourage academic success and increase a student’s enjoyment of study and university life. SHSS provides students with personal assistance including careers and employment, counselling service, disability and equity services, medical practice, and multifaith and pastoral care.

The Services for U website will assist external students and students on all campuses to locate the services available either on campus or online. The website can be found at: www.scu.edu.au/studentsupportservices
Indigenous Australian Student Support

Indigenous Australian Student Support (IASS) provides an extensive service to all Indigenous Australian people who are studying at Southern Cross University. The aim of IASS is to provide the highest quality support to Indigenous Australian students within a culturally safe and welcoming atmosphere. The IASS team is made up of a number of specialist staff who are dedicated to supporting Indigenous Australian students throughout their University experience. As a whole, the team is dedicated to developing a sense of scholarship, community and growth amongst staff and students. IASS Lismore campus provides a space for students to get together at an informal social level as well as tutorial rooms and a computer lab for Indigenous Australian student’s use. We also have IASS officers located at our Coffs Harbour and Gold Coast campuses who are there to support Indigenous students too. At IASS we welcome Indigenous Australian students, families and local community to drop in and share our space. We acknowledge and respect all Indigenous Australian Elders and encourage them to be part of our support strategies. Their contribution, like yours, is of vital importance to all our learning journeys.

University Library

The Library provides a wide range of services, print and electronic resources to support students in their study and assessment tasks, including distance education students and students with special needs.

Students should visit the Southern Cross University Library website to discover the range of services, online resources and various sources of assistance available.

Library services and resources include:

- **Getting Help**: librarian assistance, finding information, referencing, EndNote and copyright
- **Online Resources**: catalogue, databases, Ebooks, eReadings, journals, past examination papers, and search tools
- **Library Services**: borrowing, document supply and podcasts
- **SCU Library Guides**: subject guides.

Southern Cross University Library contact details are:

**Lismore campus (located in Block A)**

Freecall: 1800 659 460 or +61 2 6620 3752
Fax: +61 2 6622 0093
Email: libdesk@scu.edu.au

**Coffs Harbour campus (located in Block E1)**

Phone: +61 2 6659 3232
Fax: +61 2 6659 3234
Email: coffslibrary@scu.edu.au

**Gold Coast (located in Building A)**

Phone: +61 7 5589 3100
Fax: +61 7 5589 3702
Email: goldcoastlibrary@scu.edu.au

Academic Skills Development

Academic Skills Development (ASD) at Southern Cross University provides educational support to students, staff and the university as a whole. The team's primary role is to improve the quality of learning by developing students’ academic language, learning, critical thinking and numeracy skills as well as providing strategies for effective study.
Academic Skills Development supports internal and external students at all levels of study and have developed a range of resources and support services for students to access. To view these services go to the Academic Skills Development website.

Staff are based across three campuses at Lismore, Coffs Harbour and Gold Coast/Tweed Heads.

ASD contact details are:
Website: www.scu.edu.au/academicskills/
Email: academicskills@scu.edu.au

Lismore campus (located in Block A, 3rd Floor)
Phone: +61 2 6620 3386
Fax: +61 2 6620 3523

Coffs Harbour campus (located in Building MLG.9)
Phone: +61 2 6659 3323
Fax: +61 2 6659 3051

Gold Coast and Tweed Heads (Riverside location)
Phone: +61 7 5506 9219
Fax: +61 7 5506 9363

Services for distance education students
Distance education students (external) can access all Southern Cross University services in-person at any one of the SCU campus locations. Distance education students can also access SCU information and services via the SCU website, telephone, email, instant messaging, SCU Connect and MySCU.

The University has also established a Student Services freecall number for external students – 1800 111 890.

Information technology support
Information Technology Services (ITS) provides a range of services, information and support to students. Services include computer accounts (access to MySCU, MyEnrolment), internet access, email and calendaring, and computing lab facilities. Information on these services is available online through the MySCU portal (study.scu.edu.au) or SCU Connect (scu.edu.au/scuconnect). SCU Connect is the online point of contact for accessing information on all ITS services and resources. Additionally, general information relating to IT services and facilities can be found at www.scu.edu.au/it.

IT Support: Students needing IT assistance can contact the ITS Helpdesk online through the MySCU portal (under the Computing & IT tab) and logging a call.

Alternatively, students can phone for assistance between the hours 9 am and 5 pm weekdays on:
Freecall: 1800 111 890
Or directly:

<table>
<thead>
<tr>
<th>Lismore, Tweed and Gold Coast students</th>
<th>Coffs Harbour students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone: +61 2 6620 3698</td>
<td>Phone: +61 2 6659 3080</td>
</tr>
<tr>
<td>Email: <a href="mailto:servicedesk@scu.edu.au">servicedesk@scu.edu.au</a></td>
<td>Email: <a href="mailto:chec.helpdesk@scu.edu.au">chec.helpdesk@scu.edu.au</a></td>
</tr>
<tr>
<td>Website: scu.edu.au/it/servicedesk</td>
<td>Website: checit.scu.edu.au</td>
</tr>
</tbody>
</table>
Student engagement and intervention support

Southern Cross University has a whole-of-university approach to supporting student engagement and success. The Student Retention Policy outlines this approach, with a focus on the first-year experience and on improving student retention and student success, which includes enhancing preparedness for study, enhancing the first year experience, ensuring a quality curriculum and authentic, engaging assessment with timely feedback and clear expectations about standards. Southern Cross University has also implemented formal early interventions and strategies to assist students to better their academic performance where necessary.

Student engagement and intervention support includes:

- appropriate orientation to the social and academic culture of the University
- information about the various forms of assistance and student support services available to students
- targeted intervention and support for those students who have not engaged with their studies or do not pass early assessment items. For example, most Schools or Colleges will require students to undertake an early online orientation assessment or activity that is associated with at least one core unit during the first year. Students who do not participate or struggle with the activity will be contacted and offered appropriate assistance and support to develop the necessary skills to successfully undertake their studies
- opportunities within each course to participate in community-building activities such as peer mentoring schemes
- tracking student progress throughout the year and implementing appropriate intervention procedures, academic support and learning assistance activities for students who require support.

Students should become familiar with Academic Standing of Students Policy, and the Student Retention Policy.

For further information refer to the SCU Policy Library - Students or contact the relevant School or College.

Examinations

Final examinations are held at the end of each study period. Not all units require examinations so students should carefully check the assessment requirements of all the units in which they are enrolled. Examination dates are detailed in the Southern Cross University Teaching Calendar.

Examinations are held in many cities and towns throughout Australia and in some countries overseas. If a student is living within 120km of an established Exam Centre they are expected to attend that centre. Examinations can be arranged outside of Australia, however they attract a fee.

Distance education students (external, university-wide) are required to select an Examination Centre through My Enrolment when they select their first units of study.

Students who need to sit an examination at an overseas location must contact the Examinations and Progression Team to make the required arrangements. These arrangements need to be made no later than six (6) weeks before the commencement of the exam period.

All students will receive two emails to their SCU email regarding the examination timetable. The first is to notify that the ‘Draft Exam Timetable’ is available. The second is to notify that the ‘Final Exam Timetable’ is available. The ‘Draft Exam Timetable’ and the ‘Final Exam Timetable’ are published on the SCU website and in My Enrolment. To view, select ‘Exam Timetable’ under ‘My Exams’. Please read all information carefully and follow all instructions.

When the Final Exam Timetable is published all students are able to produce their own “Exam Notice” in My Enrolment. The exam notice details a student’s exam timetable, the exam location, the exam supervisor and any special instructions regarding the exam centre.
Distance education students should ensure that they check their examination centre and special instructions immediately. Changes to an examination centre can be made in My Enrolment. Select the ‘Change External Exam Centre Details’ link under ‘My Details’. Changes less than three (3) weeks prior to the commencement of an examination period attract an additional administrative charge. If a student is unable to select a suitable Examination Centre they should contact the Examinations and Progression Team. Changes made less than one (1) week prior to the commencement of an examination period will become effective from the next available exam period.

It is a student’s responsibility to check their Final Exam Timetable, exam centre details and to complete all required examinations. Details will not be given out by telephone. Misreading an examination timetable is not grounds for special consideration or a special examination.

Student Services must be notified immediately if you cannot attend an examination at a nominated external examination centre.

The University’s rules governing Student Assessment and Examinations are set out in the Rules section of the Student Handbook.

For assistance please contact the Examinations and Progression Unit:
Phone: 1800 005 687
Email: ssexams@scu.edu.au

Special consideration/special examination

The Student Assessment and Examination rules provide for students to be granted a special examination or special consideration in appropriate circumstances.

A student may apply for special consideration to vary the deadline for an assignment assessment task (extension). This does not apply to an end of unit examination.

Where a student completes an assessment task (examination or assignment) and they believe their preparation or performance was adversely affected by health (including impacts of religious fasting); compassionate circumstances; religious observances or celebrations; serious unforeseen personal events; selection in State, national or international sporting or cultural events; rendering genuine and unforeseen emergency service in a professional or voluntary capacity; or rendering any service (including undertaking training) in the Defence Reserves, the student may apply for special consideration regarding the marking of the assessment. Onshore international students must have a Confirmation of Enrolment (COE) for an SCU course which remains valid for the period of the request.

If a student is unable to sit for an examination due to medical or other exceptional circumstances they may apply for a special examination by completing an Application for Special Consideration and submitting it to the relevant School or College. Except in exceptional circumstances, a special examination will not be granted once a student sits for an examination. Misreading the exam timetable is not grounds for a special examination.

An application form for Special Consideration is available from the Student Centre, from your School or College and on the Student Services website. All applications for special consideration/special examination must be accompanied by supporting documentation and/or corroborative evidence as follows:

Health grounds
• A health certificate from a registered health practitioner that must include the date of consultation and a specific statement of effect of medical complaint and/or treatment on your ability to complete any relevant task.

Compassionate circumstances
• Factual details of the circumstances or event and corroborative evidence that may support your claim e.g. health certificate, newspaper death notice.
Grades and academic standing

At the end of each study period upon the release of grades a student can check their grades for each unit, print a copy of their grades and identify their academic standing for that study period. Students can access their grades and academic standing in My Enrolment by selecting ‘My Grades’.

Student academic progress

Student academic progress will be reviewed using University Policy and Rules that relate to course progression including professional experience components of courses and specific Award Rules. Southern Cross University policies outline the requirements for satisfactory academic progress including academic standings and students should become familiar with their responsibilities under these policies.

The Academic Standing of Students Policy details the requirements for domestic and international offshore students. The Course Progress and Completion Within Expected Duration of Study Policy details the requirements for international onshore students. Students who have been excluded because of unsatisfactory course progress will be informed they have been excluded and advised of their re-enrolment and appeal rights, which are set out in detail under Rule 2, Section 10 in the Rules Relating to Awards. International onshore students who receive notification that they have not met satisfactory course progress requirements or have been excluded are advised they must contact the International Student Advisor at their campus.

Querying a grade

Students may query the grade awarded for any unit by first contacting their Unit Assessor to discuss the matter. The Unit Assessor will provide advice regarding the process, which is specified under Rule 3.15 Query of Final Grade in the Southern Cross University Rules Relating to Awards.

Students have a responsibility to adhere to the University Rules, which are published in the Student Handbook. Students should also refer to the Rules for guidance on University process and applicable timeframes. Further advice and support can be obtained by contacting SCU’s Client Services Team.

Staying in touch with SCU

Students should ensure that they keep their contact details up to date in My Enrolment, including work, home and mobile telephone numbers and residential, postal and delivery addresses.

Students should also regularly access MySCU, (the University’s online learning portal). Most lecturers make use of MySCU for announcements to all students regarding unit-related matters, to answer individual or commonly asked questions and to offer assistance, tips or feedback with assignments.

The University encourages the use of email to enhance communications and the sharing of knowledge and ideas. University email services are intended to allow greater efficiency and support teaching, learning, research and administration activities. The University student email address is viewed and used as the University’s primary form of written communication with
students. Students should access their SCU webmail weekly (even during University vacation periods) as changes to enrolment details, all-student notices and important reminders relating to University studies are sent to student SCU email accounts. Forwarding of SCU student email to a private email address is permitted. Forwarding instructions are detailed in My Enrolment under 'Email Forwards' – click on the 'Webmail Forward' link.

For further information please refer to the IT&TS Email Policy, 2.2.1. Access and Availability – Student Email Accounts.

MySCU and webmail login details
To access most technology services (MySCU, MyEnrolment, webmail etc), students will need their account details.

New students
A student’s letter of offer provides the information needed to log in to My Enrolment.
After logging in students should ensure that they click on the MySCU Details tab and record their username and password. This section provides students with access to their study portal. It is separate to My Enrolment.

Continuing students
Continuing students should use their existing username and password. If a student has forgotten their password they should contact the IT Service Desk:

Phone: +61 2 6620 3698
Email: servicedesk@scu.edu.au

Complaints @ SCU
The University has a commitment to seeking feedback from students and staff, and acknowledges the right of students, staff or members of the public to complain if they are dissatisfied.

The University has established a Complaints Management Framework to provide for the timely and fair resolution to complaints. The Framework will help students to decide how to proceed with a complaint or concern.

Students are encouraged to make a complaint informally, as many complaints can be sorted out with the staff member directly responsible. However, if a complaint submitted informally is not resolved, then students should set out their complaint in writing to the nominated officer.

For further information about how to submit a complaint please refer to:

Complaints @ SCU
Complaints Management Framework
### General information

#### Key dates for 2014

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Online Enrolment Opens</td>
<td>Monday, September 9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Orientation Starts</td>
<td>Wednesday, February 12</td>
<td>Wednesday, June 18</td>
<td>Wednesday, October 15</td>
</tr>
<tr>
<td>Studies Commence</td>
<td>Monday, February 17</td>
<td>Monday, June 23</td>
<td>Monday, October 20</td>
</tr>
<tr>
<td>Study break</td>
<td>Monday, March 31 – Friday, April 4</td>
<td>Monday, August 4 – Friday, August 8</td>
<td>N/A</td>
</tr>
<tr>
<td>Last Date to Withdraw Without Fail</td>
<td><a href="#">Click here to check date</a></td>
<td><a href="#">Click here to check date</a></td>
<td><a href="#">Click here to check date</a></td>
</tr>
<tr>
<td>Study break/Recess</td>
<td>Monday, May 19 – Wednesday, May 21</td>
<td>Monday, September 22 – Wednesday, September 24</td>
<td>Monday, December 29 – Wednesday, December 31</td>
</tr>
<tr>
<td>Exam period</td>
<td>Thursday, May 22 – Saturday, May 31</td>
<td>Thursday, September 25 – Saturday, October 4</td>
<td>Thursday, January 22, 2015 – Saturday, January 31, 2015</td>
</tr>
<tr>
<td>Inter-Session Break</td>
<td>Monday, June 2– Friday, June 13</td>
<td>Monday, October 6 – Friday, October 10</td>
<td>Monday, February 2, 2015 – Friday, February 13, 2015</td>
</tr>
<tr>
<td>Grade Publication</td>
<td>Saturday, June 14</td>
<td>Saturday, October 18</td>
<td>Wednesday, February 11, 2015.</td>
</tr>
</tbody>
</table>

The SCU 2014 Principal Teaching Dates Calendar outlines each week in the study period and its corresponding dates. Use the following link to download the 2014 Teaching Dates Calendar.

For further enquires about key dates please telephone 1800 005 687.
## Useful University websites

### Getting started

<table>
<thead>
<tr>
<th>Service</th>
<th>URL</th>
</tr>
</thead>
<tbody>
<tr>
<td>MySCU</td>
<td><a href="http://study.scu.edu.au">http://study.scu.edu.au</a></td>
</tr>
<tr>
<td>Principal teaching dates</td>
<td><a href="http://www.scu.edu.au/about/dates">http://www.scu.edu.au/about/dates</a></td>
</tr>
</tbody>
</table>
### Turnitin

### Webmail
- [http://webmail.scu.edu.au](http://webmail.scu.edu.au)

### About the University

<table>
<thead>
<tr>
<th>Department</th>
<th>URL</th>
</tr>
</thead>
<tbody>
<tr>
<td>About the University</td>
<td><a href="http://www.scu.edu.au/about">http://www.scu.edu.au/about</a></td>
</tr>
</tbody>
</table>

### Schools and Colleges

<table>
<thead>
<tr>
<th>College</th>
<th>URL</th>
</tr>
</thead>
</table>
Southern Cross University Orientation Program

The Orientation Program at Southern Cross University marks the beginning of university life for our new students and a big welcome back to our returning students.

The Orientation Program, Get Started, provides new and returning students with the ‘must have’ knowledge to start university life. The program includes important orientation sessions such as:

- essential course information sessions
- academic skills development sessions
- library and campus tours
- IT essentials.

UniLife, in conjunction with student groups, also offers a variety of social, sporting and cultural programs and coordinates a ‘Get Connected Week’, in the last week of the Orientation Program. It is your chance to meet other students and make valuable networks and form study groups.

Start by going to scu.edu.au/orientation and get all your orientation information – we welcome you to SCU!

scu.edu.au/orientation