Part C

Schools and Courses

- Introduction
- Business
- Commerce and Management
- Contemporary Arts
- Education
- Exercise Science and Sport Management
- Humanities, Media and Cultural Studies
- Human Services
- Law and Justice
- Multimedia and Information Technology
- Natural and Complementary Medicine
- Nursing and Health Care Practices
- Resource Science and Management
- Social and Workplace Development
- Tourism and Hospitality Management

When quoting Southern Cross University as the awarding institution, graduates should use the abbreviation SCU.

The abbreviated title for each course is listed with the course name, in this section.
The University’s Schools

The major academic units at Southern Cross University are called Schools. These are the Schools of:

- Business
- Commerce and Management
- Contemporary Arts
- Education
- Exercise Science and Sport Management
- Humanities, Media and Cultural Studies
- Human Services
- Law and Justice
- Multimedia and Information Technology
- Natural and Complementary Medicine
- Nursing and Health Care Practices
- Resource Science and Management
- Social and Workplace Development
- Tourism and Hospitality Management

In addition, the University has a number of Colleges, details of which are included in Part D of this Handbook (Colleges and Courses).

As an undergraduate student, or as a student enrolled in a postgraduate coursework award, for administrative reasons you will be attached to a particular School related to the award with which you expect to graduate (e.g. Bachelor of Arts), but you may also be able to enrol in subjects or units taught in other Schools. Your School will provide you with advice on this matter and on all other aspects of your enrolment. Research degrees are administered by the Graduate Research College.

Each School has responsibility for teaching and assessing students in a range of units, often spread across several award programmes. Each School has a School Board which meets regularly to consider matters relating to the School’s academic activities. The School Boards are the principal sub-committees of the University’s Academic Board.

Staff in each School are responsible to the Head of School. In addition to their teaching, academic staff are expected to participate in a range of other duties including the maintenance of scholarship, the furthering and publication of research and participation in university and community service projects.

Further details regarding each School, and the courses administered by those Schools, are included in this section of the Handbook.
School of Business
(located at Coffs Harbour)

Head of School
D. T. O’Brien BScAgr(Syd), MSc(Manit), PhD(Oregon)

Undergraduate Programs Co-ordinator
S.A. Moffatt BSc, DipEd(Syd), GradDipEconometrics, MEc(NE)

Director of Research
M.F. Drever BComm(UWSN), GradDipTechEd(UTS), MEc(NE), ASA

The School offers flexibility in the full range of business programmes in either internal, external or mixed mode. The School also has a number of international student exchange programmes in place and encourages an atmosphere of learning relevant to the current business environment. At present the School is in partnership with the Institute of Business Studies in Papua New Guinea offering units within the Bachelor of Business programme. The School’s staff combine a balance of academic achievement with practical experience in industry.

The School offers the following programmes:

- Bachelor of Accounting†
- Bachelor of Business (general)
- Bachelor of Business (Accounting)
- Bachelor of Business (Computing)
- Bachelor of Business (Economics)
- Bachelor of Business (Marketing)
- Bachelor of Business (Retail)
- Bachelor of Business (double major option)
- Bachelor of Business with Honours
- Bachelor of Management†
- Bachelor of Agribusiness
- Bachelor of Accounting/Bachelor of Information Technology†
- Master of Business (by Research)*
- Doctor of Philosophy*

The following programmes can be completed in mixed mode from the School of Business:

- Bachelor of Business (Finance and Banking)#
- Bachelor of Business (Human Resource Management)#
- Bachelor of Business (with Politics)#
- Bachelor of Business (International Business)#

* Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.
† Some units may need to be studied externally.
# Part of the Finance and Banking, Politics, International Business and Human Resource Management majors are available on an external basis only.
BACHELOR OF ACCOUNTING
(Abbreviated title: BAcc)

Introduction

The Bachelor of Accounting provides an opportunity for students enrolled in the Bachelor of Business to convert to a specialist degree on completion of a number of advanced units in Accounting. Students wishing to take this option will need to transfer from the Bachelor of Business to the Bachelor of Accounting no later than two-thirds of the way through their course.

It should be noted that it is possible to combine a Bachelor of Accounting with a Bachelor of Information Technology and obtain a double degree.

Job opportunities exist in both the public and private sectors and the School’s graduates are employed as audit managers, internal auditors, finance officers, financial directors, systems controllers, accountants, senior partners, restaurateurs, and lecturers.

Course Structure

The degree requires the satisfactory completion of twenty-four (24) semester units. Full-time study normally involves four (4) units per semester and part-time study two (2) units per semester.

The structure of the Bachelor of Accounting consists of ten units of core required to support the Accounting Major in the Bachelor of Business, plus the eight units of the Accounting Major in the Bachelor of Business, plus any three from the following list:

- AC148 Advanced Financial Reporting
- AC131 Advanced Auditing
- AC134 Advanced Taxation
- AC154 Advanced Finance and Risk Management
- DP222 Computer Control, Audit and Security

Electives

The remaining three units can be chosen from any other undergraduate degree (or equivalent) offered within the University. When choosing electives, normal pre-requisite requirements must be observed.

Electives chosen from units offered by other Schools are subject to prior approval by the Head of School. Students will not be allowed to enrol in such units that include the same topics as any unit offered by the School.

Independent Studies

Provision exists for students to undertake units in the Independent Study mode (see Glossary). Specific proposals need to be formulated in consultation with a supervisor and submitted in unit outline format. These units can only be undertaken with the approval of the Head of School.

Admission

A person before being admitted to candidature for the degree of Bachelor of Accounting shall either:

(a) have gained the Higher School Certificate and have attained at the examination for that Certificate the aggregate marks determined from time to time by the Academic Board; or

(b) have such other qualifications or experience as may be acceptable to the Academic Board.

Rules Governing Candidature

See Generic Rules in Business, Commerce and Management, Multimedia and Information Technology and the relevant component of the Schedule of Units appearing in the Rules entry in this Handbook (Part B).
Introduction

The Bachelor of Business is currently undergoing a review and some changes are likely to be made to the information provided below. Prospective students are advised to contact the School for further information.

The Bachelor of Business has been designed to allow for flexibility of study and to prepare students for careers in such fields as accounting, computing, business information systems, finance, human resource management, international business, economics, marketing, politics, and retail. A general Business degree can also be selected. The degree requires three years full-time or equivalent part-time study. It is available on campus, externally or in mixed mode.

Job opportunities exist in both large and small business enterprises, as well as in State and Federal Public Service Departments and in Local Government.

Students who have completed the Associate Degree in Law (Paralegal Studies) may qualify for the Bachelor of Business (Paralegal Studies) on completion of the ten core units. Careful choice of electives in the Associate Degree would make it possible to convert the Associate Degree into a Bachelor of Business within one year.

Accounting, computing, economics, retail and marketing etc. may be studied as single majors and in conjunction with other fields for a double major. Some popular double majors are Accounting and Computing, Accounting and Retail, Marketing and Accounting, Economics and Marketing, Economics and Finance and Banking, Marketing and Human Resource Management, etc. See Generic Rules in Business, Commerce and Management, Multimedia and Information Technology and the relevant component of the Schedule of Units appearing in the Rules entry in this Handbook (Part B) for a full list of double majors.

Professional Recognition

Depending on the Major studied, the following professional bodies are among those which have given recognition to the Bachelor of Business degree.

Graduates are eligible to apply for membership of, or registration by, these bodies, subject to having successfully completed certain specified units. Because the professional bodies’ requirements change from time to time, students are strongly advised to contact the relevant organisations to determine what specific units they are required to complete to ensure eligibility to apply for membership or registration.

The Accounting Major

- The Australian Society of Certified Practising Accountants
- The Institute of Chartered Accountants in Australia (eligibility is to apply for admission to the Professional Year programme)

For full accreditation for both professional accounting bodies, students must include AC147 Managerial Finance.

The Computing Major

The course is accredited at Level 2 for membership of The Australian Computer Society.

The Finance and Banking Major

Students completing the Major and becoming employed in the banking and finance industry are immediately eligible for advancement to the status of affiliate member of the Australian Institute of Banking and Finance. Following satisfaction of employment criteria set by the Institute graduates may proceed to the full professional award of Senior Associateship, AAIBF (Snr).

The Human Resource Management Major

This Major meets the requirements for membership of the Australian Institute of Human Resource Management.

The Marketing Major
• Australian Marketing Institute (Associate)
  A graduate with the Marketing major will be eligible to join as an Associate. Associate members have voting rights in AMI elections, may stand for office, and may display the postnominals AAMI.

• Market Research Society (Affiliate)

Admission

A person before being admitted to candidature for the degree of Bachelor of Business shall either:

(a) have gained the Higher School Certificate and have attained at the examination for that Certificate the aggregate marks determined from time to time by the Academic Board; or

(b) have such other qualifications or experience as may be acceptable to the Academic Board.

Rules Governing Candidature

See Generic Rules in Business, Commerce and Management, Multimedia and Information Technology and the relevant component of the Schedule of Units appearing in the Rules entry in this Handbook (Part B).

BACHELOR OF BUSINESS WITH HONOURS
(Abbreviated title: BBus(Hons))

Introduction

The Honours course is a separate fourth year of study which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student’s research potential and introduce students to basic research training.

The discipline areas currently available for the Bachelor of Business with Honours degree are:
  - Accounting
  - Computing
  - Finance
  - Human Resource Management
  - Marketing

The School of Business offers studies in the discipline area of Economics. Students seeking to undertake Honours level study in this discipline should contact the Head of School for further information.

Course Structure

To qualify for the Bachelor of Business with Honours degree, a candidate is required to successfully complete one of the Honours units:
  - AC801 Accounting 400
  - DP801 Computing 400
  - AC802 Finance 400
  - MN803 Human Resource Management 400
  - MK801 Marketing 400.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

BACHELOR OF MANAGEMENT
(Abbreviated title: BMangt)

Introduction

The Bachelor of Management degree was offered for the first time in 1996. The new concentration on Management as a professional, specialist degree became possible as a result of the modularisation approach introduced. The course goes beyond the Karpin Report’s recommendations as to the needs of Management and Leadership Education in Australia. It includes diversity management, workplace democracy and sustainable development, as well as more traditional subjects. This degree is intended to provide a specialisation in the area of general management and leadership.

The degree is available by full-time and part-time study. The course normally occupies three years of full-time study or its part-time equivalent of six years.
Course Structure

The award of the Bachelor of Management degree requires satisfactory completion of twenty-four (24) semester units. Full-time study normally involves four (4) units per semester and part-time study two (2) units per semester. The degree is available both on-campus and externally.

Elective Units

Students may choose their elective units from any other undergraduate degree (or equivalent) units offered within the University. When choosing electives, normal pre-requisite requirements must be observed.

Electives chosen from units offered by other Schools are subject to prior approval by the Head of School. Students will not be allowed to enrol in such units that include the same topics as any unit offered by the School.

Independent Studies

Provision exists for students to undertake units in the Independent Study mode (see Glossary). Specific proposals need to be formulated in consultation with a supervisor and submitted in unit outline format. These units can only be undertaken with the approval of the Head of School.

Admission

A person before being admitted to candidature for the degree of Bachelor of Management shall either:

(a) have gained the Higher School Certificate and have attained at the examination for that Certificate the aggregate marks determined from time to time by the Academic Board; or

(b) have such other qualifications or experience as may be acceptable to the Academic Board.

Rules Governing Candidature

See Generic Rules in Business, Commerce and Management, Multimedia and Information Technology and the relevant component of the Schedule of Units appearing in the Rules entry in this Handbook (Part B).

BACHELOR OF AGRIBUSINESS
(Abbreviated title: BAgribus)

Introduction

The Bachelor of Agribusiness is an innovative and progressive multiple entry/exit educational programme recognising the opportunities, challenges and changes in the roles of agribusiness management methods. This programme focuses on businesses either directly engaged in or providing support for all levels of agricultural pursuits, including managerial, finance sourcing, marketing strategies and local/regional policy determination. This educational programme has been developed to fulfil specific career and community needs for persons working in rural regions.

The programme provides opportunities for those completing High School or those who already have agribusiness experience or qualifications. Students undertaking the Bachelor of Agribusiness have the option to exit the programme after successful completion of one or two years of study, and receive the Certificate IV in Agribusiness or the Diploma in Agribusiness from NSW TAFE. Alternatively, some students may choose to complete the Certificate IV in Agribusiness or Diploma in Agribusiness at TAFE before applying to enrol in the third year of the degree programme. Students choosing this pathway may obtain further information directly from local TAFE colleges.

Aims

To provide curriculums which develop or further advance experienced professional experts in the natural, technological and social sciences and their inter-relatedness through meeting existing and predicted national and international training demands for sustainable agricultural development.

Objectives

To establish a variety of pathways relevant to one of Australia’s largest industries and employers. Industry has indicated the need for greater diversity of trained specialists and
demanding an increased representation in the
preparation of prospective employees. For these
reasons this course will initially provide a
number of vocational pathways in the areas of:

1. production management e.g. farm planning
   and management, accounting, tax
   regulation. Southern Cross University has
   commenced important discussions with
   industry associations to further advance
   this area of education, particularly as the
   Federal Government advances its
   Performance Management Plans schemes;

2. resource management (soil and water
   management, sustainable agriculture, etc.) is
   playing an increasingly important role with
   the introduction of environmental auditing
   for international loans, increased
   environmental protection and liability laws
   for company directors, and the social
   pressures for “organic” products;

3. marketing careers (existing or proposed) for
   persons interested in national and/or
   international promotion of agricultural
   based products. This professional pathway
   includes the normally recognised aspects of
   marketing (advertising) as well as
   preparing strategies for the presentation of
   the product to the community through
   development of new processes, marketing
   organisation creation (e.g. cooperatives,
   export companies, etc) and opening of new
   market opportunities via joint-product
   innovations;

4. waste minimisation legislation in NSW
   (1996) places a new onus on producers,
   manufacturers and users to reduce wastage
   as well as identify new sources of use for
   “by-products”. It is expected that several
   thousand new positions will be created
   through this legislation ranging from
   environmental inspectors (government
   positions) to enterprise supervisors,
   environmental auditors and field
   technicians (private enterprise positions);

5. environment regulation on, e.g., pesticide,
   herbicides, growth hormones,
   environmental protection, etc. is being
   enforced with the revisions of the NSW
   Environmental Planning and Assessment
   Act and its hundreds of amendments by the
   present government;

6. post-harvest value-added experts, quality
   control managers and infrastructural
   supervisors responsible for the storage and
   transportation of products.

Admission

To be eligible for entry to the course a student must:

(a) have completed the Higher School
   Certificate, or equivalent, at an acceptable
   level of achievement, or have been granted
   consideration for admission under a special
   entry category; or

(b) have completed the TAFE Diploma of
   Agribusiness.

In addition to the above entry requirements, the
School Board may grant a candidate advanced
standing for up to twelve (12) units on the basis
of work or units successfully completed at this
University, or another tertiary institution
acceptable to the School Board, provided that
the work or units so completed are considered
to be equivalent or comparable to a unit or units
in the Schedule attached to the Rules. Conditions
of advanced standing also include:

(a) candidates who have completed the
   requirements of the TAFE Certificate IV in
   Agribusiness may be granted advanced
   standing for up to six (6) units.

(b) candidates who have completed the
   requirements of the TAFE Diploma of
   Agribusiness may be granted advanced
   standing for up to twelve (12) units.

Assessment

While there is continued reliance on written
assessment through assignments and
examination, increasing emphasis is being
placed on oral expression and demonstrated
abilities in practical applications. As
agribusiness relies on a wide combination of
skills, ranging from primary production
through to manufacturing, marketing and
service management, this course places
significant emphasis on practical skills in the
first 12 months, while academic excellence is
specifically assessed during the concluding 12
months.
Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. Qualification for Admission
   (c) successfully completed the NSW TAFE Certificate IV in Agribusiness or Diploma of Agribusiness.

6. Requirements for an Award
   (f) To be eligible for the award of the Bachelor of Agribusiness degree a candidate shall successfully complete not less than twenty-four (24) units comprising:
      (i) the twelve (12) units selected from Part A of the Schedule of Units attached to these Rules; and
      (ii) all units listed under the relevant strand in Part B of the Schedule; and
      (iii) for candidates undertaking the Production Management strand, two (2) units selected from Part C of the Schedule; or
      (iv) for candidates undertaking the Environmental Management strand or Marketing strand, three (3) units selected from Part C of the Schedule.

7. Advanced Standing/Credit Transfer/Professional Experience
   (b) Candidates who have completed the requirements of the TAFE Certificate IV in Agribusiness may be granted advanced standing for up to eight (8) specified units in the Bachelor of Agribusiness.
   (c) Candidates who have completed the requirements of the TAFE Diploma of Agribusiness may be granted advanced standing for up to twelve (12) specified units in the Bachelor of Agribusiness.
   (d) At its discretion, recognising special circumstances, the School Board may grant a candidate advanced standing for up to four (4) units in addition to any advanced standing provided for in the Rules.
   (e) Notwithstanding the above, no student may be granted advanced standing for more than sixteen (16) units.

Schedule of Units

PART A
EC102 Applied Microeconomics
MN111 Fundamentals of Management
MK075 Marketing Principles
EC101 Macroeconomics
AC141 Accounting and Financial Management I
GG300 Environmental Awareness#
GL220 Natural Sciences#
MN503 Agri-management#
MN505 Rural Business Principles#
GG301 Introduction to Production Management#
MN504 Applied Planning#
EC301 Agribusiness

PART B
Production Management
EC007 Managerial Economics
MA115 Statistics I
MN121 Human Resource Management I
BS100 Organisational Behaviour
MN114 Strategic Management
MA400 Research Methods
EC300 Sustainable Production Economics
IS251 Independent Study
MN500 Production Methods I#
MN501 Production Methods II#

Environmental Management
EC105 Microeconomic Theory*
EC962 Public Economics†
EC108 Environmental Economics*
MN114 Strategic Management
MA400 Research Methods
IS251 Independent Study
MA115 Statistics I
MN502 Environmental Management I#
MN506 Environmental Management II#

Marketing
MK107 Export Marketing
MA115 Statistics I
MK102 Consumer Behaviour
MK105 Sales Management
M K106  Marketing Research
MA 400  Research Methods
IS251  Independent Study
MN 500  Production Methods I #
MN 501  Production Methods II #

PART C
AC 106  Accounting Theory
AC 120  Accounting Information Systems
AC 143  Accounting Principles and Practice
AC 145  Financial Reporting
AC 146  Management Accounting
AC 147  Managerial Finance
BS101  Organisational and Human Resource Development
EC 007  Managerial Economics
EC 103  International Economics*
EC 104  Monetary Economics
EC 107  Economic Policy*
LA 004  Company Law
LA 105  Marketing Law and Ethics
MA 113  Applied Business Statistics
MA 116  Statistics II
MK 103  Promotion and Advertising
MK 105  Sales Management
MK 106  Marketing Research
MK 107  Export Marketing
MK 110  Retail Marketing
MN 122  Human Resource Management II
MN 121  Human Resource Management I
MN 314  Entrepreneurship
MN 317  Small Business Management
MN 318  Issues in Small Business Management
*  Offered subject to numbers and course completion requirements.
†  Not offered in 2000.
#  Conditions apply - refer School of Business.

MASTERS DEGREE BY RESEARCH
DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by research and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.
School of Commerce and Management

Head of School
R.H.K. Sloan MCom, DipEd, PhD(UNSW), AAIBF(Snr)

The mission of the School of Commerce and Management is to develop and deliver courses of contemporary relevance in the fields of accounting, banking, finance, independent enterprise, international business, mathematics, marketing and management and to conduct research in associated areas, with a particular focus on small business management. The School ensures excellence and equity in the pursuit of its mission through the implementation of quality review procedures involving regional, national and international student, community and professional stakeholders.

The School offers or contributes to the programmes listed below. All business programmes are currently undergoing a review and changes are likely to be made to the information in this Handbook. Prospective students should contact the Business Programs Team in the School for course information for 2000.

1. Bachelor of Accounting
2. Bachelor of Business (general)
3. Bachelor of Business with Honours
4. Bachelor of Business (Accounting)
5. Bachelor of Business (Computing)
6. Bachelor of Business (Finance and Banking)
7. Bachelor of Business (Human Resource Management)
8. Bachelor of Business (International Business)
9. Bachelor of Business (Marketing)
10. Bachelor of Business (Retail)
11. Bachelor of Business (with Politics)
12. Bachelor of Business (double major option)
13. Bachelor of Management
14. Bachelor of Accounting, Bachelor of Information Technology
15. Bachelor of Business, Bachelor of Laws
16. Bachelor of Business, Bachelor of Arts
17. Master of Accounting Studies
18. Master of Business (by Research)#
19. Doctor of Philosophy#

# Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.
Introduction
The Bachelor of Accounting provides an opportunity for students enrolled in the Bachelor of Business to convert to a specialist degree on completion of a number of advanced units in Accounting. Students wishing to take this option will need to transfer from the Bachelor of Business to the Bachelor of Accounting no later than two-thirds of the way through their course.

It should be noted that it is possible to combine a Bachelor of Accounting with a Bachelor of Information Technology and obtain a double degree.

Job opportunities exist in both the public and private sectors and the School's graduates are employed as audit managers, internal auditors, finance officers, financial directors, systems controllers, accountants, senior partners, restaurateurs, and lecturers.

Course Structure
The degree requires the satisfactory completion of twenty-four (24) semester units. Full-time study normally involves four (4) units per semester and part-time study two (2) units per semester.

The structure of the Bachelor of Accounting consists of ten units of core required to support the Accounting Major in the Bachelor of Business, plus the eight units of the Accounting Major in the Bachelor of Business, plus any three from the following list:

- AC148 Advanced Financial Reporting
- AC131 Advanced Auditing
- AC134 Advanced Taxation
- AC154 Advanced Finance and Risk Management
- DP222 Computer Control, Audit and Security

Electives
The remaining three units can be chosen from any other undergraduate degree (or equivalent) offered within the University. When choosing electives, normal pre-requisite requirements must be observed.

Electives chosen from units offered by other Schools are subject to prior approval by the Head of School. Students will not be allowed to enrol in such units which include the same topics as any unit offered by the School.

Independent Studies
Provision exists for students to undertake units in the Independent Study mode (see Glossary). Specific proposals need to be formulated in consultation with a supervisor and submitted in unit outline format. These units can only be undertaken with the approval of the Head of School.

Admission
A person before being admitted to candidature for the degree of Bachelor of Accounting shall either:

(a) have gained the Higher School Certificate and have attained at the examination for that Certificate the aggregate marks determined from time to time by the Academic Board; or

(b) have such other qualifications or experience as may be acceptable to the Academic Board.

Rules Governing Candidature
See Generic Rules in Business, Commerce and Management, Multimedia and Information Technology and the relevant component of the Schedule of Units appearing in the Rules entry in this Handbook (Part B).

Introduction
The Bachelor of Business is currently undergoing a review and some changes are likely to be made to the information provided below. Prospective students are advised to contact the School for further information.

The Bachelor of Business has been designed to allow for flexibility of study and to prepare students for careers in such fields as accounting, computing, business information systems, finance, human resource management, international business, economics, marketing, politics, and retail. A general Business degree
can also be selected. The degree requires three years full-time or equivalent part-time study. It is available on campus, externally or in mixed mode.

Job opportunities exist in both large and small business enterprises, as well as in State and Federal Public Service Departments and in Local Government.

The degree is available on a full-time or part-time basis, with the option of study on-campus or externally. Majors offered externally are Accounting, Finance and Banking, Human Resource Management, Marketing, and Politics. External Studies are supported by the use of study guides, teleconferences and workshops held at the University Campuses and most Centres in Coolangatta, Lismore, Grafton, Coffs Harbour, Port Macquarie and Sydney.

Students who have completed the Associate Degree in Law (Paralegal Studies) or Associate Degree in Law (Aboriginal Paralegal Studies) may qualify for the Bachelor of Business (Paralegal Studies) or (Aboriginal Paralegal Studies) on completion of the ten core units. Careful choice of electives in the Associate Degree would make it possible to convert the Associate Degree into a Bachelor of Business within one year.

Course Structure

Twenty-four units are required to complete the course. All students study twelve core units. Students who complete a single major are required to complete eight units of major study. The remaining four units are electives, which, subject to certain limitations, can generally be chosen from anywhere within the University.

Students who choose a double major are required to complete at least six units from each of two major areas.

Core Units

The core units for the Bachelor of Business (single major) are set out in the relevant component of the Schedule of Units attached to the Generic Rules in Business, Commerce and Management, Multimedia and Information Technology appearing in the Rules entry in this Handbook (Part B).

For students studying for a double major, MN114 Strategic Management is not compulsory.

Single Majors

Majors comprising eight units can be studied, as listed in the relevant component of the Schedule of Units attached to the Generic Rules in Business, Commerce and Management, Multimedia and Information Technology. A student who completes an eight unit major sequence as part of her/his degree will be awarded a Bachelor of Business (xxxx) where (xxxx) is the title of the major.

Single majors are available as follows: Accounting, Computing, Finance and Banking, Human Resource Management, International Business, Marketing, and Retail.

Students who choose a general award are required to complete the twelve Core Units and twelve additional units as specified in the relevant component of the Schedule of Units attached to the Generic Rules in Business, Commerce and Management, Multimedia and Information Technology.

Double Majors

Students who choose a double major are required to complete at least six units from each of two major areas. The award will be a Bachelor of Business (x + y), where x and y consists of the two majors. A double major on a cross-School basis is available subject to prior approval of the Heads of both Schools.

Electives

Students may choose their elective units from any other undergraduate (or equivalent) degree offered within the University. When choosing electives, normal pre-requisite requirements must be observed.

Electives chosen from units offered by other Schools are subject to prior approval by the Head of School. Students will not be allowed to enrol in such units which include the same topics as any unit offered by the School.

Business with Politics

Students may choose to study a Bachelor of Business with politics, which includes a six unit
sequence of units in Politics. The resulting award will be a Bachelor of Business (with Politics).

Independent Studies

Provision exists for students to undertake units in the Independent Study mode (see Glossary). Specific proposals need to be formulated in consultation with a supervisor and submitted in unit outline format. These units can only be undertaken with the approval of the Head of School.

Professional Recognition

Depending on the Major studied, the following professional bodies are among those which have given recognition to the Bachelor of Business degree.

Graduates are eligible to apply for membership of, or registration by, these bodies, subject to having successfully completed certain specified units. Because the professional bodies' requirements change from time to time, students are strongly advised to contact the relevant organisations to determine what specific units they are required to complete to ensure eligibility to apply for membership or registration.

The Accounting Major

- The Australian Society of Certified Practising Accountants
- The Institute of Chartered Accountants in Australia (eligibility is to apply for admission to the Professional Year programme)

For full accreditation for both professional accounting bodies, students must include AC147 Managerial Finance.

The Computing Major

The course is accredited at Level 2 for membership of The Australian Computer Society.

The Finance and Banking Major

Students completing the Major and becoming employed in the banking and finance industry are immediately eligible for advancement to the status of affiliate member of the Australian Institute of Banking and Finance. Following satisfaction of employment criteria set by the Institute graduates may proceed to the full professional award of Senior Associateship, AAIBF (Snr).

The Human Resource Management Major

This Major meets the requirements for membership of the Australian Institute of Human Resource Management.

The Marketing Major

- Australian Marketing Institute (Associate)
- Market Research Society (affiliate)

Admission

A person before being admitted to candidature for the degree of Bachelor of Business shall either:

(a) have gained the Higher School Certificate and have attained at the examination for that Certificate the aggregate marks determined from time to time by the Academic Board; or

(b) have such other qualifications or experience as may be acceptable to the Academic Board.

Rules Governing Candidature

See Generic Rules in Business, Commerce and Management, Multimedia and Information Technology and the relevant component of the Schedule of Units appearing in the Rules entry in this Handbook (Part B).

BACHELOR OF BUSINESS WITH HONOURS
(Abbreviated title: BBus(Hons))

Introduction

The Honours course is a separate fourth year of study which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further
postgraduate research degrees. The Honours degree should provide an indication of a student’s research potential and introduce students to basic research training.

The discipline areas currently available from the School of Commerce and Management for the Bachelor of Business with Honours degree are:

- Accounting
- Finance
- Marketing
- Human Resource Management

Course Structure

To qualify for the Bachelor of Business with Honours degree, a candidate is required to successfully complete one of the Honours units:

- AC801 Accounting 400
- AC802 Finance 400
- MK801 Marketing 400; or
- MN803 Human Resource Management 400

Rules Governing Candidature

Information and Rules concerning Bachelor's degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelor's degree), are given in the Rules entry in this Handbook (Part B).

BACHELOR OF MANAGEMENT
(Abbreviated title: BMangt)

Introduction

The Bachelor of Management degree was offered for the first time in 1996. The new concentration on Management as a professional, specialist degree became possible as a result of the modularisation approach introduced. The course goes beyond the Karpin Report’s recommendations as to the needs of Management and Leadership Education in Australia. It includes diversity management, workplace democracy and sustainable development, as well as more traditional subjects. This degree is intended to provide a specialisation in the area of general management and leadership.

The degree is available by full-time and part-time study. The course normally occupies three years of full-time study or its part-time equivalent of six years.

Course Structure

The award of the Bachelor of Management degree requires satisfactory completion of twenty-four (24) semester units. Full-time study normally involves four (4) units per semester and part-time study two (2) units per semester. The degree is available both on-campus and externally.

Elective Units

Students may choose their elective units from any other undergraduate degree (or equivalent) units offered within the University. When choosing electives, normal pre-requisite requirements must be observed.

Electives chosen from units offered by other Schools are subject to prior approval by the Head of School. Students will not be allowed to enrol in such units that include the same topics as any unit offered by the School.

Independent Studies

Provision exists for students to undertake units in the Independent Study mode (see Glossary). Specific proposals need to be formulated in consultation with a supervisor and submitted in unit outline format. These units can only be undertaken with the approval of the Head of School.

Admission

A person before being admitted to candidature for the degree of Bachelor of Management shall either:

(a) have gained the Higher School Certificate and have attained at the examination for that Certificate the aggregate marks determined from time to time by the Academic Board; or

(b) have such other qualifications or experience as may be acceptable to the Academic Board.

Rules Governing Candidature

See Generic Rules in Business, Commerce and Management, Multimedia and Information Technology and the relevant component of the Schedule of Units appearing in the Rules entry in this Handbook (Part B).
Introduction

The School of Commerce and Management offers three double degree programmes which can be obtained over a period of four to five years.

These double awards are designed to provide breadth of study. The combinations chosen by the Schools are intended to provide graduates with significantly enhanced career opportunities.

The double degree awards offered are:
- Bachelor of Business, Bachelor of Laws
- Bachelor of Accounting, Bachelor of Information Technology
- Bachelor of Business, Bachelor of Arts

Potential applicants must have the approval of the Head of both Schools to enrol.

Admission

A person before being admitted to candidature for any of the double degrees shall either:

(a) have gained the Higher School Certificate and have attained at the examination for that Certificate the aggregate marks determined from time to time by the Academic Board; or

(b) have such other qualifications or experience as may be acceptable to the Academic Board.

Rules Governing Candidature

See Rules Governing Candidature, Bachelor of Laws (see School of Law and Justice entry in this Handbook).

BACHELOR OF ACCOUNTING,
BACHELOR OF INFORMATION TECHNOLOGY
(Abbreviated title: BAcc, BInfTech)

This double award is offered jointly with the School of Multimedia and Information Technology.

The Bachelor of Accounting component of the double award includes core units, major studies and electives.


The Bachelor of Laws component of the double award includes core and optional studies.

The double award is to be offered on-campus, either full or part-time. The combined double award programme requires completion of forty (40) semester units which is the equivalent of five years full-time study.

Work experience is a feature of the combined award and is encouraged. To facilitate this, the final year can be studied part-time/externally if desired.

Career opportunities are excellent, as the double award combines high level skills and understanding in business in general, in a selected area of major study, and in law. Opportunities include private practice, industry and commerce, international business and the public sector.

The Rules Governing Candidature and structure of this double award are included in the School of Law and Justice entry, in this Handbook.
component includes compulsory units in Business and Information Technology, a major in Information Systems, and electives.

The double award is to be offered on-campus, either full or part-time.

The combined double award programme requires completion of thirty-six (36) semester units which is the equivalent of four and a half years of full-time study. Students who perform well may be permitted to accelerate their studies and complete the double award in four years with the approval of the Heads of both Schools.

Career opportunities are excellent, as the double award combines high level skills and understanding in accountancy with those in computing and information systems. Opportunities include accountancy practice, industry and commerce, finance, and the public sector.

Students who are interested in both the fields of Information Technology and Accounting may enrol in a combined degree of Bachelor of Accounting, Bachelor of Information Technology with an Information Systems Major.

The School of Multimedia and Information Technology and the School of Commerce and Management jointly administer the programme.

The combined double award programme requires completion of thirty-six (36) semester units which is the equivalent of four and a half years of full-time study. Students who perform well may be permitted to accelerate their studies and complete the double award in four years with the approval of the Heads of both Schools.

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award

(f) To be eligible for the award of the Bachelor of Accounting, Bachelor of Information Technology combined degree a candidate shall successfully complete not less than thirty-six (36) units comprising:

(i) nineteen (19) units from Part A of the Schedule of Units attached to the Bachelor of Accounting Rules;

(ii) three (3) advanced units selected from Part B of the Bachelor of Accounting Schedule;

(iii) two (2) elective units;

(iv) twelve (12) units from Part A of the Schedule of Units attached to the Bachelor of Information Technology Rules;

(v) the eight (8) unit Information Systems major from Part B of the Bachelor of Information Technology Rules;

(vi) two (2) units and two (2) elective units not already completed, either from Part B or Part C of the Bachelor of Information Technology Rules.

The Bachelor of Accounting requirements are satisfied by:

1. deeming the two electives to have been satisfied by completion of units from the Bachelor of Information Technology;

2. deeming DP221 Introduction to Information Technology to be a substitute unit for DP125 Introductory Computing.

The Bachelor of Information Technology requirements are satisfied by:

1. deeming the two electives and two units from Part B or C to have been satisfied by completion of units from the Bachelor of Accounting;

2. deeming MA051 Business Mathematics to be a substitute unit for MA213 Discrete Mathematics.

Students are advised to consult the Course Coordinators for Accounting and Information Technology in relation to the selection and sequencing of units.
Schedule of Units

Refer to Schedules of Units attached to the Rules for the Bachelor of Accounting and Bachelor of Information Technology degrees.

Four units are common to both the Bachelor of Accounting and the Bachelor of Information Systems.

Course Sequence

A typical course sequence for full-time study is illustrated below:

**Semester 1**
- AC141 Accounting and Financial Management I
- DP245 Principles of Programming
- DP221 Introduction to Information Technology
- MA051 Business Mathematics

**Semester 2**
- AC142 Accounting and Financial Management II
- AC143 Accounting Principles and Practice
- DP239 Object Oriented Programming
- MA115 Statistics I

**Semester 3**
- LA130 Introduction to Law and Contract
- AC145 Financial Reporting
- EC102 Applied Microeconomics
- DP243 Systems Analysis and Design

**Semester 4**
- LA131 Business Law
- EC101 Macroeconomics
- LA004 Company Law
- DP228 Database Systems I

**Semester 5**
- DP240 Data Communications and Networks
- DP246 Client/Server Systems
- AC130 Auditing
- MN111 Fundamentals of Management

**Semester 6**
- DP242 Object Oriented Design
- AC146 Management Accounting
- DP235 Applications Development
- DP222 Computer Control, Auditing and Security

**Semester 7**
- DP236 Artificial Intelligence
- DP237 Decision Support Systems
- AC132 Taxation
- Advanced unit*

**Semester 8**
- AC106 Accounting Theory
- DP223 Software Engineering
- AC147 Managerial Finance
- DP230 Information Resources Management

**Semester 9**
- BS100 Organisational Behaviour
- DP231 Computing Project
  - Advanced unit*
  - Advanced unit*

  * From Part B of the Schedule of Units for the Bachelor of Accounting.

**BACHELOR OF BUSINESS, BACHELOR OF ARTS**  
(Abbreviated title: BBus, BA)

This double award is offered collaboratively with several Schools.

The Bachelor of Business awarded as part of this double award is a general award, with no opportunity to complete a single major (although six (6) units of an eight (8) unit major can be completed).

The Bachelor of Arts component includes core units plus major studies and electives. For purposes of this double award the majors must be chosen from Asian Studies (Japanese or Chinese) or Media Communication.

The double award is to be offered either full or part-time. The combined double award programme requires completion of thirty-six (36) semester units.

This course can be completed within the equivalent of four and a half years of full-time study. Students who perform well may be permitted to accelerate their studies and complete the double award in four years, with the approval of the Heads of all Schools.

Career opportunities are excellent since the double award combines a general introduction to business with either the development of cultural awareness and language skills or development of high level media communications skills. Opportunities include import/export and international business, marketing and advertising, media.
Rules Governing Candidature

The relevant Rules Governing Candidature for the two programmes apply and are satisfied by completion of thirty-six (36) units, comprising as follows:

(a) twelve (12) units from Part A of the Bachelor of Business Schedule (Core Units);

(b) six (6) units selected from Part B(a) of the Bachelor of Business (General Degree) Schedule (Business Studies);

(c) four (4) units from Part A(i) of the Bachelor of Arts Schedule (Core Units);

(d) twelve (12) units comprising a double major in either Asian Studies or Media Communications from Part B of the Bachelor of Arts Schedule;

(e) two (2) electives.

The Bachelor of Business requirements are satisfied by:

1. deeming two of the Arts units to be substitute units to reach the 20 unit Business requirement;

2. treating a further four Arts units as electives.

Students are advised to consult the Business Course Co-ordinator in relation to the selection and sequencing of Business Studies units (Business Studies 1-6).

The Bachelor of Arts requirements are satisfied by:

1. deeming four Business units to constitute a minor in Business;

2. treating a further four Business units as electives.

Alternative structures can be devised if two units of language are needed per semester.

Students are advised to consult the Arts Course Co-ordinator in relation to the selection and sequencing of Arts units.

MASTER OF ACCOUNTING STUDIES
(Abbreviated title: MAS)

Introduction

The Master of Accounting Studies course is a graduate course of study intended to provide an avenue whereby graduates from any discipline can undertake an intensive programme of advanced study to meet the entrance requirements of the accounting profession.

The course involves three trimesters of full-time study or equivalent part-time external studies.

The Australian Society of Certified Practising Accountants and the Institute of Chartered Accountants in Australia have accredited the MAS as satisfying the educational requirements of the Society and the Institute, providing candidates complete the twelve (12) units specified as well as a computing unit, if computing has not been completed in previous studies.

Master of Accounting Studies units are offered on a trimester basis.

Course Structure

Twelve units are required to complete the course as shown in the Schedule of Units.

Admission

Applicants for admission to candidature for the degree of Master of Accounting Studies shall have fulfilled the requirements for admission to a degree or qualification of equivalent standing at this or another university or approved tertiary institution, provided that the degree or qualification:

(a) is accepted by the School Board in Commerce and Management as sufficient qualification for admission to the proposed course of study; and

(b) except with the permission of the Head, School of Commerce and Management shall produce evidence of at least one year of employment beyond graduation, or evidence of an additional year of full-time or
equivalent tertiary study in addition to the above undergraduate degree.

**Rules Governing Candidature**

1. For the purpose of these Rules, the relevant definitions contained in the Glossary apply.

2. (a) Subject to Rule 2(b), a candidate shall enrol in units selected from and in accordance with the Schedule of Units attached to these Rules (“the Schedule”).

   (b) The School Board in Commerce and Management may grant a candidate advanced standing of not more than six (6) units for units successfully completed prior to admission to candidature, provided that the units so completed are considered to be equivalent to units in the Schedule.

3. A candidate shall select units, the completion of which is concurrently possible under the lecture timetable in force.

4. (a) Subject to these Rules, a candidate shall complete the units for the degree:

   (i) if enrolled as a full-time candidate in not more than nine trimesters; and

   (ii) in all other cases in a maximum of eighteen trimesters.

   (b) The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

   (c) The School Board may vary the period of candidature specified in Rule 4(a).

   (d) A candidate shall be entitled to be awarded the degree when twelve (12) units have been completed.

   (e) A candidate shall have “completed a unit” when either:

   (i) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

   (ii) advanced standing has been granted in that unit.

5. A candidate who has completed one or more units and who, with the prior approval of the School Board, completes one or more units at an appropriate institution may be granted credit of not more than 25% of the degree provided that the unit or units so completed are considered by the School Board to be equivalent to a unit or units in the Schedule.

**Schedule of Units**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>AC700</td>
<td>Basic Business Accounting</td>
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<tr>
<td>LA720</td>
<td>Legal Studies</td>
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<tr>
<td>MA720</td>
<td>Quantitative Analysis for Management</td>
</tr>
<tr>
<td>EC720</td>
<td>Economics for Management</td>
</tr>
<tr>
<td>LA701</td>
<td>Corporation and Securities Law</td>
</tr>
<tr>
<td>AC701</td>
<td>Accounting for Group Entities</td>
</tr>
<tr>
<td>AC702</td>
<td>Industry Internal Accounting</td>
</tr>
<tr>
<td>AC703</td>
<td>Business Financial Accounting</td>
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<tr>
<td>AC704</td>
<td>Auditing and Accounting Practice</td>
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<tr>
<td>AC705</td>
<td>Issues in Accounting Theory</td>
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<td>AC706</td>
<td>Financial Management in Business</td>
</tr>
<tr>
<td>AC707</td>
<td>Taxation - Present and Future</td>
</tr>
</tbody>
</table>

**MASTERS DEGREE BY RESEARCH**

**DOCTOR OF PHILOSOPHY**

Information and Rules concerning Masters degrees by research and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.
School of Contemporary Arts

Head of School
Associate Professor J.A. Davis DipPEd(Melb), GradDip(FineArt)(PIT), MA(FineArts)

The School of Contemporary Arts offers studies in the areas of Contemporary Music and Visual Arts. Programmes in both areas emphasise applied learning and knowledge supported by study of relevant theoretical concerns.

The following courses are offered:

- Bachelor of Contemporary Music
- Bachelor of Contemporary Music with Honours
- Bachelor of Visual Arts
- Bachelor of Visual Arts with Honours
- Master of Arts (by Research)*
- Doctor of Philosophy*

The School offers its programmes by internal study only.

* Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

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**BACHELOR OF CONTEMPORARY MUSIC**
( Abbreviated title: BContempMus)

**Introduction**

The Bachelor of Contemporary Music is a three-year full-time course. Students are encouraged to achieve high levels of academic knowledge, personal expression, professional skills and knowledge. Emphasis is placed upon the acquisition of practical skills and appropriate theoretical foundations.

**Aims**

1. To provide a specialist contemporary music course which:
   - is a national leader in its field;
   - encourages and develops the musical creativity of students;
   - prepares graduates for employment within the contemporary music industry;
   - produces dedicated professional musicians who hold a qualification which is highly regarded by employers and the community; and
   - develops the skills graduates require for lifelong learning within a changing work environment.

2. To produce contemporary music graduates who have:
   - a thorough grounding in music practice and theory;
   - a knowledge of the contemporary music industry and an ability to find their place in it; and
   - an ability to analyse and discuss issues critically.

3. To provide access to contemporary music units for non-specialist students who wish to add a cultural dimension to their programme.

**Objectives**

Upon completing the course, students will be expected to demonstrate:
(a) a professional attitude;
(b) a high level of academic, creative and technical expertise;
(c) confidence, discipline and critical capacity in their professional practice;
(d) a suitable range of enquiry, research and presentation skills;
(e) an awareness of the appropriate career options open to them and of the conditions and requirements that must be met for entry into those careers;
(f) the ability to adapt to the changing needs of the community; and
(g) a familiarity with major contemporary trends and developments, and with historical perspectives of changes in arts and ideas.

Course Structure

The structure of the Bachelor of Contemporary Music is:

1. four general/core units;
2. a double major (twelve units) of practical studies;
3. a minor (four units) of music theory; and
4. four elective units.

Admission

Applicants for admission to the Bachelor of Contemporary Music course must satisfy normal entry requirements of the University.

Selection will be based on the following criteria:

(a) academic merit, as indicated by the UAI score, or, for mature-age applicants, as indicated by past tertiary study, including TAFE courses, or employment history;
(b) demonstrated ability in relation to Contemporary Music practice and a basic level of music theory knowledge, as assessed by audition and/or portfolio review; and
(c) demonstrated experience and commitment to Contemporary Music as assessed by interview.

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. Qualification for Admission

(c) Show evidence of aptitude for, and commitment to, the proposed area of study by means of audition/portfolio review and interview.

(d) Applicants who can demonstrate exceptional aptitude in practical music may be admitted at the discretion of the School Board.

6. Requirements for an Award

(f) To be eligible for the award of Bachelor of Contemporary Music 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;

(ii) two (2) single-weighted and five (5) double-weighted units from Part B of the Schedule;

(iii) four (4) units from Part C of the Schedule; and

(iv) four (4) elective units which may include units from Part D of the Schedule.

In exceptional circumstances, the School Board may permit a candidate to enrol in a unit or units other than those specified in the Schedule.

7. Advanced Standing/Credit Transfer/Professional Experience

(b) Candidates who can demonstrate artistic expertise at a professional level in an approved area of the degree may be granted advanced standing for up to eight (8) units from Part B of the Schedule provided that, except in special circumstances, such artistic expertise has been demonstrated within
seven (7) years prior to admission to candidature.

(c) Candidates who have completed the School of Audio Engineering Advanced Certificate course, and an additional eight (8) School of Audio Engineering units approved by the School Board, may be granted advanced standing for a total of twenty (20) specified units in the Schedule attached to these Rules.

(d) Candidates who have completed the requirements of the TAFE Diploma of Music (Contemporary) may be granted advanced standing for up to twelve (12) units in the Schedule attached to these Rules.

Schedule of Units

PART A
MU600 World Music Perspectives
MU601 Popular Music Since 1940
MU610 Music Industry Studies
MU611 Music Business

PART B
MU641 Practical Studies I
MU497 Introduction to Music Technology
MU642 Practical Studies II*
MU643 Practical Studies III*
MU644 Practical Studies IV*
MU645 Practical Studies V*
MU646 Practical Studies VI*

PART C
MU620 Contemporary Music Theory I
MU630 Songwriting
MU621 Contemporary Music Theory II
MU622 Contemporary Style Analysis

PART D
Electives may be selected from the list below, or selected from programmes outside the School. Students specialising in Music Production cannot undertake EL400, EL401 or ME469 as electives; students specialising in Voice cannot undertake MU624 as an elective; and students specialising in Keyboard cannot take MU623 as an elective.

EL400 Audio Engineering I
EL401 Audio Engineering II
ME469 Music Video
MU623 Functional Keyboard
MU624 Introduction to Vocal Studies

IS421 Independent Study I
IS422 Independent Study II
IS423 Independent Study III
IS424 Independent Study IV
* Double-weighted unit.

BACHELOR OF CONTEMPORARY MUSIC WITH HONOURS
(Abbreviated title: BContempMus(Hons))

Introduction

This course operates under the University's generic Rules for Bachelors Degrees with Honours, with the addition of the following Rule:

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

To be eligible for the award of Bachelor of Contemporary Music with Honours a candidate shall successfully complete all units listed in the Schedule of Units attached to these Rules.
BACHELOR OF CONTEMPORARY MUSIC WITH HONOURS

Course Structure

Full-time Study

<table>
<thead>
<tr>
<th>Unit</th>
<th>Co-requisite</th>
<th>Semester Level</th>
<th>Unit Load</th>
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<tr>
<td>MU510 Contemporary Music Research Methods</td>
<td>MU511 Contemporary Music Research Project (Stage 1)</td>
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<td>MU510 Contemporary Music Research Methods</td>
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<td>MU514 Contemporary Music Research Project (Stages 2 and 3)</td>
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Part-time Study

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<th>Unit</th>
<th>Co-requisite</th>
<th>Semester Level</th>
<th>Unit Load</th>
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</thead>
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<tr>
<td>MU510 Contemporary Music Research Methods</td>
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<td>1</td>
<td>2</td>
</tr>
<tr>
<td>MU511 Contemporary Music Research Project (Stage 1)</td>
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<td>MU512 Contemporary Music Research Project (Stage 2)</td>
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<td>MU513 Contemporary Music Research Project (Stage 3)</td>
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</table>

BACHELOR OF VISUAL ARTS
(Abbreviated title: BVA)

Introduction

The Bachelor of Visual Arts is a three-year full-time course. Students are encouraged to achieve high levels of academic knowledge, personal expression, professional skills and knowledge. Emphasis is placed upon the acquisition of practical skills and appropriate theoretical foundations.

Aims

1. To provide a specialist Visual Arts degree which is nationally competitive, and builds on regional strengths.
2. To produce creative visual arts graduates who have thorough theoretical and practical training in visual art, the ability to analyse and critically discuss contemporary practice, a knowledge of the visual arts industry and an ability to find their own place in it.
3. To provide access to visual arts units for non-specialist students who wish to add a cultural dimension to their programmes.

Objectives

Upon completing the course, students will be expected to demonstrate:

(a) a professional attitude;
(b) a high level of academic, creative and technical expertise;
(c) confidence, discipline and critical capacity in their professional practice;
(d) a suitable range of enquiry, research and presentation skills;
(e) an awareness of the appropriate career options open to them and of the conditions and requirements that must be met for entry into those careers;
(f) the ability to adapt to the changing needs of the community; and
(g) a familiarity with major contemporary trends and developments, and with historical perspectives of changes in arts and ideas.
Course Structure

The structure of the course requires students to undertake:

- a double major in visual arts studio studies (12 unit-equivalents);
- a minor in art theory (four units);
- a minor in graphic enquiry (four units);
- electives from visual arts or other programmes (four units).

Admission

Applicants for admission to the Bachelor of Visual Arts course must satisfy normal entry requirements of the University.

Selection will be based on the following criteria:

(a) academic merit, as indicated by the UAI score, or, for mature-age applicants, as indicated by past tertiary study, including TAFE courses, or employment history;

(b) demonstrated achievement in visual art as assessed portfolio review; and

(c) demonstrated experience and commitment to visual art as assessed by interview.

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. Qualification for Admission

(c) Show evidence, through a portfolio review and interview, of acceptable aptitude for, and commitment to, the proposed area of study.

(d) Applicants who can demonstrate exceptional aptitude for studio-based units may be admitted at the discretion of the School Board.

6. Requirements for an Award

(f) To be eligible for the award of Bachelor of Visual Arts a candidate shall successfully complete not less than twenty-four (24) unit comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) not less than four (4) units from Part B of the Schedule;

(iii) not less than four (4) units from Part C of the Schedule; and

(iv) up to four (4) elective units, which may include units from Part D of the Schedule.

In exception circumstances, the School Board may permit a candidate to enrol in a unit or units other than those specified in the Schedule.

7. Advanced Standing/Credit Transfer/Professional Experience

(b) Candidates who can demonstrate artistic expertise at a professional level in an approved area of the award course may be granted advanced standing of up to eight (8) units from Part A of the Schedule provided that such artistic expertise has been demonstrated within seven (7) years prior to admission to candidature.

Schedule of Units

PART A
AR621 Visual Arts Studio Studies I: Foundation*
AR622 Visual Arts Studio Studies II*
AR623 Visual Arts Studio Studies III*
AR624 Visual Arts Studio Studies IV*
AR625 Visual Arts Studio Studies V*
AR626 Visual Arts Studio Studies VI*

PART B
AR600 Introduction to Visual Culture
AR601 Modernism: Visual Parameters
AR498 Contemporary Issues in Visual Arts
AR602 Australian Visual Art
AR603 Visual Art as Critical Practice
AR604 Visual Discourse: Uncovering the Body

PART C
AR630 Design
AR406 Studio Drawing I
AR407 Studio Drawing II
AR408 Studio Drawing III
AR455 Photography I
AR456 Photography II
AR500 Computer Graphics I
AR501 Computer Graphics II

Related units offered by other Schools (subject to permission of the Course Co-ordinator).
PART D
Electives may be units from Parts B and C above not already taken, selected from the list below, or selected from programmes outside the School.
AR641 Studio Elective I
AR642 Studio Elective II
AR643 Studio Elective III
AR644 Studio Elective IV
* Double-weighted unit.

BACHELOR OF VISUAL ARTS WITH HONOURS
(Abbreviated title: BVA(Hons))

Introduction
This course operates under the University’s generic Rules for Bachelors Degrees with Honours, with the addition of the following Rule:

Rules Governing Candidature
Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

To be eligible for the award of Bachelor of Visual Arts with Honours a candidate shall successfully complete all units listed in the Schedule of Units attached to these Rules.

MASTERS DEGREE BY RESEARCH
DOCTOR OF PHILOSOPHY
Information and Rules concerning Masters degrees by research and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.

BACHELOR OF VISUAL ARTS WITH HONOURS
Course Structure

Full-time Study

<table>
<thead>
<tr>
<th>Unit</th>
<th>Co-requisite</th>
<th>Semester Level</th>
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</thead>
<tbody>
<tr>
<td>AR510 Visual Arts Research Methodology</td>
<td>AR511 Visual Arts Research Project (Stage 1)</td>
<td>1</td>
<td>2</td>
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<tr>
<td>AR511 Visual Arts Research Project (Stage 1)</td>
<td>AR510 Visual Arts Research Methodology</td>
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<tr>
<td>AR514 Visual Arts Research Project (Stages 2 and 3)</td>
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Part-time Study

<table>
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<td>2</td>
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<tr>
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<tr>
<td>AR512 Visual Arts Research Project (Stage 2)</td>
<td>Nil</td>
<td>3</td>
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<tr>
<td>AR513 Visual Arts Research Project (Stage 3)</td>
<td>Nil</td>
<td>4</td>
<td>2</td>
</tr>
</tbody>
</table>
School of Education

Head of School

M.J. Chaseling BMus(Adel), GradDipEd(ArmCAE), MEd(NE)

The focus of the School of Education is on teacher education and development. A Bachelor of Education programme (with various student pathways to employment in teaching and education), a Diploma of Education (Secondary), a Master of Education (research thesis) and a Master of Education by coursework, are offered. An Honours programme is also available.

The School of Education is building a strong research base in all the above areas and has developed significant working relationships with employer partnerships which help inform its programme development, maximise employment opportunities for its graduates, and give it a profile in school development and renewal.

The School of Education offers the following programmes:

- Bachelor of Education
- Bachelor of Education with Honours
- Bachelor of Education (Technologies)
- Bachelor of Education (Primary) - Stage III
- Graduate Diploma of Education
- Graduate Diploma of Educational Studies
- Master of Education
- Master of Education (by Research)*
- Doctor of Philosophy*

* Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

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**BACHELOR OF EDUCATION**

**BACHELOR OF EDUCATION WITH HONOURS**

*(Abbreviated title: BEd/BE(Hons))*

**Introduction**

The Bachelor of Education (Primary) is a four-year full-time course, consisting of curriculum studies, general units and electives, together with professional studies which include a practicum/internship component in each year of the course. Honours candidates must complete two research units and a thesis. The degree aims are the acquisition of sufficient knowledge and skills for graduates to begin their teaching career competently, confidently and with minimal supervision.

**Course Structure**

**A. Professional Studies/Practicum**

These units consist of integrated study involving in-school block periods together with on-campus preparation. They are a co-operative venture of students, teachers and lecturers planned as a series of graded experiences throughout the programme.

Weekly internship experiences in schools are designed to give students regular access to teachers and pupils, making their learning and studies more meaningful. The experiences allow students to apply their Curriculum and Elective Studies at the University to actual classroom situations, under the guidance of practising and experienced teachers, over an extended period of time.

Early in their course students are assigned to a school in the local area for one day per week and
undertake their practicum block of three weeks in that school. In each subsequent year further practicum/internship experiences are provided.

A Teaching and Learning unit introduces students to the theory and practice of teaching and learning.

B. Curriculum Studies

The Curriculum Studies units are designed to cover all areas of the NSW Department of Education and Training curriculum, with teaching principles and their practical applications coming together through regular practicum and internship experiences in the schools.

Through their Curriculum Studies students gain experience in each of the Key Learning Areas throughout the programme. Units are arranged to encourage some integration among curriculum areas. Emphasis is given to teaching methodologies and to an examination of school and system curricula.

C. General Studies

As well as being skilled in classroom practice and being conversant with current trends in school curricula, teachers also need to be acquainted with the theoretical foundations on which such practice and curricula are based and to have a broad general knowledge. Accordingly, students in the Bachelor of Education course study a number of units drawn from psychology, computer studies and history, and they undertake a study of contemporary issues affecting Australia. The course also aims to develop students’ own learning and communication skills.

D. Special Needs

All students undertake the study of Special Education which focuses primarily on the educational needs of pupils who may have a disability or learning or behavioural disorder. Students study a further unit that focuses on the unique needs of Indigenous Australians.

E. Elective Units

Students may undertake major and minor studies in specialised areas of interest. These electives may be chosen from within or outside the School of Education.

F. Research Units and Thesis

For Honours candidates, two research units with a focus on research paradigms, methods and techniques from the normative, interpretive and critical perspectives will be required. A research thesis will be completed in the final year.

Special Note:

Students should be aware that as part of the employment process in various States and Territories, a criminal record check is undertaken on all applicants for teaching positions.

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award

(f) To be eligible for the award of the Bachelor of Education degree a candidate shall successfully complete not less than thirty-two (32) units comprising:

(i) all units in Part A of the Schedule of Units attached to these Rules; and

(ii) not less than six (6) elective units, which may include units listed in Part B of the Schedule.

(g) Prior to enrolment, a candidate may be permitted to enrol in a unit or units other than those specified in these Rules at the discretion of the School Board.

A candidate shall obtain the permission of the School Board prior to enrolment in any units other than those listed in Part B.

7. Advanced Standing/Credit Transfer/Professional Experience

(b) Advanced standing granted shall consist of not more than six (6) unspecified elective units in substitution for those of Part B of the Schedule of Units.
Degree with Honours

1. Application for Admission

An intending candidate shall submit to the Director of Student Administration, an application on the prescribed form and completed to the satisfaction of the Head of School.

Applications for admission must be forwarded to reach the Director, Student Administration no later than 30th November for commencement in the first semester of the following year, and no later than 31st May for commencement in the second semester of the same year.

Late applications may be considered in exceptional circumstances and at the sole discretion of the Head of School.

2. Eligibility for Admission

To be eligible for consideration for admission to the Bachelors degree (BEd) with Honours pathway a candidate shall, unless the Head of School determines otherwise, have either:

(a) (i) completed the requirements of the first two years of the BEd at this University with at least a credit average in norm-referenced units;

(ii) obtained a grade of at least “Highly Commendable” in Professional Studies II; and

(iii) satisfied the Head of School that the content of the first two years of the degree together with any further work the Head of School may prescribe is sufficient to make that person a suitable candidate for the degree with Honours pathway; or

(b) satisfied any additional admission requirements specified by the School Board.

3. Admission

Admission to candidature for a Bachelors degree with Honours pathway shall be:

(i) at the discretion of the relevant School Board; and

(ii) subject to the availability of appropriate supervision.

4. Course of Study for the Degree with Honours

Unless the Head of School determines otherwise, a candidate for the degree with Honours shall:

(a) pursue a course of study, approved by the Head of School, which meets the requirements of the BEd degree, and includes Enquiry I and II and the Thesis from Part B; and

(b) complete the requirements of the first three years of the BEd with at least a credit average in norm-referenced units (including grades of at least “Credit” in Enquiry I and II) and obtain a grade of at least “Highly Commendable” in Professional Studies III.

5. Duration of Course

Unless the Head of School in special circumstances otherwise determines, a candidate shall fulfil all requirements of the Honours course in not more than four consecutive semesters of full-time study, or eight consecutive semesters of part-time study, after the completion of Semester 4 of the BEd.

6. Appointment of Supervisors

(a) At the time of admission to candidacy, there shall be assigned to the candidate, one or more supervisors, under whose general guidance the candidate shall work.

(b) The supervisor(s) shall be appointed by the Head of School on the recommendation of the Honours Year Co-ordinator, and after consultation with relevant staff.

(c) Each candidate shall be allocated at least one supervisor, to be known as the Principal Supervisor, who is a member of the School Board.

7. Examination of Honours Year Project/Thesis

The Honours year project/thesis completed by a candidate shall be examined by not less than two examiners, one of whom will normally be external to the University. The
8. Class of Honours

A candidate who has reached the required standard of proficiency may on the recommendation of the School Board be awarded Honours in one of the following grades: First Class Honours; Second Class Honours, Division 1; Second Class Honours, Division 2; Third Class Honours. In published lists, the names of candidates awarded the same grade of Honours shall be placed in alphabetical order.

Schedule of Units

PART A

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS401</td>
<td>Curriculum Studies: English I</td>
</tr>
<tr>
<td>ED221</td>
<td>Teaching and Learning</td>
</tr>
<tr>
<td>PY227</td>
<td>Approaches to Psychology</td>
</tr>
<tr>
<td>SS400</td>
<td>Australian and Asian Studies</td>
</tr>
<tr>
<td>PH200</td>
<td>History of Ideas</td>
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<tr>
<td>CS404</td>
<td>Curriculum Studies: Mathematics I</td>
</tr>
<tr>
<td>CS417</td>
<td>Curriculum Studies: PD/Health/PE I</td>
</tr>
<tr>
<td>CS413</td>
<td>Curriculum Studies: Science and Technology I</td>
</tr>
<tr>
<td>CS402</td>
<td>Curriculum Studies: English II</td>
</tr>
<tr>
<td>CU405</td>
<td>Indigenous Australians in Education</td>
</tr>
<tr>
<td>CS415</td>
<td>Curriculum Studies: CAPA I</td>
</tr>
<tr>
<td>CS412</td>
<td>Curriculum Studies: Human Society and its Environment</td>
</tr>
<tr>
<td>CS405</td>
<td>Curriculum Studies: Mathematics II</td>
</tr>
<tr>
<td>ED352</td>
<td>Special Education</td>
</tr>
<tr>
<td>CS403</td>
<td>Curriculum Studies: English III*</td>
</tr>
<tr>
<td>CS414</td>
<td>Curriculum Studies: Science and Technology II*</td>
</tr>
<tr>
<td>CS418</td>
<td>Curriculum Studies: PD/Health/PE II</td>
</tr>
<tr>
<td>CS416</td>
<td>Curriculum Studies: CAPA II*</td>
</tr>
<tr>
<td>ED486</td>
<td>Professional Studies I #</td>
</tr>
<tr>
<td>ED487</td>
<td>Professional Studies II #</td>
</tr>
<tr>
<td>ED488</td>
<td>Professional Studies III #</td>
</tr>
<tr>
<td>ED489</td>
<td>Professional Studies IV #</td>
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PART B

<table>
<thead>
<tr>
<th>Code</th>
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<tbody>
<tr>
<td>SS220</td>
<td>Approaches to Social Sciences</td>
</tr>
<tr>
<td>ED220</td>
<td>Learning, Communicating and Educational Computing</td>
</tr>
<tr>
<td>SY100</td>
<td>Current Issues</td>
</tr>
<tr>
<td>SY118</td>
<td>Approaches to Sociology</td>
</tr>
<tr>
<td>PY228</td>
<td>Cognition</td>
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<td>PY229</td>
<td>Personality</td>
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<tr>
<td>PY230</td>
<td>Social Psychology</td>
</tr>
<tr>
<td>PY231</td>
<td>The Measurement and Evaluation of Individual Differences</td>
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<tr>
<td>AR357</td>
<td>The Nature of Art and Visual Education</td>
</tr>
<tr>
<td>DP321</td>
<td>Computers in Education: Learning Materials</td>
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<td>DP329</td>
<td>Technology in Learning and Teaching</td>
</tr>
<tr>
<td>ED222</td>
<td>Applied Ethics: An Introduction*</td>
</tr>
<tr>
<td>ED351</td>
<td>Early Childhood Education</td>
</tr>
<tr>
<td>ED353</td>
<td>Teaching the Gifted</td>
</tr>
<tr>
<td>ED356</td>
<td>The Primary School Library in the 1990s*</td>
</tr>
<tr>
<td>ED731</td>
<td>Enquiry I</td>
</tr>
<tr>
<td>ED732</td>
<td>Enquiry II</td>
</tr>
<tr>
<td>ED802</td>
<td>Thesis (6 unit)</td>
</tr>
<tr>
<td>EN351</td>
<td>Children's Literature</td>
</tr>
<tr>
<td>EN352</td>
<td>Teaching English to Speakers of Other Languages (TESOL)</td>
</tr>
<tr>
<td>EN355</td>
<td>Storytelling</td>
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<tr>
<td>EN356</td>
<td>Reading Difficulties</td>
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<tr>
<td>HL323</td>
<td>Outdoor Education I</td>
</tr>
<tr>
<td>HL351</td>
<td>Health and Fitness in Modern Society</td>
</tr>
<tr>
<td>MA 353</td>
<td>Mathematics Resources in the Classroom*</td>
</tr>
<tr>
<td>MA 352</td>
<td>Studies in Mathematics Learning*</td>
</tr>
<tr>
<td>MU 357</td>
<td>Music Education in the K-6 Classroom I</td>
</tr>
<tr>
<td>MU 358</td>
<td>Music Education in the K-6 Classroom II*</td>
</tr>
<tr>
<td>SC291</td>
<td>Environmental Education</td>
</tr>
<tr>
<td>CAPA</td>
<td>= Creative and Performing Arts</td>
</tr>
<tr>
<td>PD</td>
<td>= Personal Development</td>
</tr>
<tr>
<td>PE</td>
<td>= Physical Education</td>
</tr>
</tbody>
</table>

* Not offered in 2000.
# Year-long units.

NB All elective units are offered subject to staff availability and level of student demand. Please check with the Course Co-ordinator to determine which of these elective units will be offered. Quotas may also be imposed on student enrolments in elective units, in which case preference will be given to students from the School of Education.

BACHELOR OF EDUCATION (TECHNOLOGIES)
Abbreviated title: BEd(Technologies)

Introduction

The Bachelor of Education (Technologies) is a new and innovative four-year full-time...
secondary teacher education course. It is designed to help teachers embrace the new Higher School Certificate for 2001 in New South Wales and the emerging challenges facing secondary education generally. The course integrates university with TAFE studies taking advantage of the integrated facilities at the Coffs Harbour Education Campus of Southern Cross University. Core units are studied covering design and technology, information technology and multimedia, and professional and educational studies. Specialisation is offered in the third and fourth years of the course in the areas of information technology and multimedia*. The employment prospects for graduates are excellent.

* Other specialisations may be available in 2002. Students are advised to contact the School for further information.

NB

Fast Tracking/Advanced Standing

Applicants with a minimum of a relevant TAFE Diploma and two years' industry experience are normally eligible for fast tracking two years into the course. Applicants with an approved tertiary teaching/education diploma (three-year trained) may also advance two years into the course. The amount of advancement in all cases is based on relevant prior learning and experience.

Course Structure

Core Studies (see Schedule of Units Part A)

The core studies of the course develop teaching skills and professional understanding in design and technology and related applied studies. All students gain a broad education and practical skills covering areas inclusive of special education, child protection and policy studies, relevant teaching methodologies, theory, history and future issues in design and technologies education, syllabus and curriculum studies, design and technology curriculum, school-based teaching practicums and internships and study minor in information technology and multimedia with educational application. Information technology skills and knowledge are integrated and encouraged throughout the course.

In addition to the above, all students gain a Certificate Level Two from TAFE in Design Fundamentals. This programme is a mandatory component of the BEd(Design) course. Key skills and design industry knowledge are gained providing a solid foundation for the pre-service teacher in Design and Technology Education.

Special Studies (see Schedule of Units Parts B, C and D)

Specialisation studies are offered during the third and fourth years of the course. Specialisation is offered in Information Technology and Multimedia with proposals for further specialisation options in Industrial/Engineering Studies and Textile Design/Food and Hospitality Studies.

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award

(f) To be eligible for the award of Bachelor of Education (Design) a candidate shall successfully complete not less than thirty-two (32) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules; and

(ii) all units listed in Part B or Part C or Part D of the Schedule of Units.

7. Advanced Standing/Credit Transfer/Professional Experience

(b) At its discretion the School Board may grant a candidate advanced standing for up to four (4) units in addition to the advanced standing provided for in (a) of the Generic Rules.

Schedule of Units

PART A

ED461 Professional Studies (Secondary) I *
ED471 Internship/Pacticum I *
ED221 Teaching and Learning
PY227 Approaches to Psychology
ED491  Design and Technology I
ED462  Professional Studies (Secondary) II *
ED472  Internship/Practicum II *
ME300  Principles of Educational Multimedia
DP323  Computers in Education: Software Evaluation and Training
ME301  Electronic Networking and the Internet
ED492  Design and Technology II
ED463  Professional Studies (Secondary) III *
ED473  Internship/Practicum III *
DP235  Applications Development
ED496  Design and Technology Curriculum
ED464  Professional Studies (Secondary) IV *
ED474  Internship/Practicum IV *
ED493  Design and Technology III * #
ED352  Special Education
ED431  Design Studies I †
ED432  Design Studies II †
ED433  Design Studies III †
ED440  Food Technology Studies †
DP221  Introduction to Information Technology or
DP125  Introductory Computing
PART B
ED434  Hospitality Industry Study
ED498  Food/Hospitality Curriculum
ED441  Food/ Hospitality Education Studies I †
ED442  Food/ Hospitality Education Studies II †
ED443  Food/ Hospitality Education Studies III †
ED444  Food/ Hospitality Education Studies IV †
ED445  Food/ Hospitality Education Studies V †
PART C
ED494  Product Design Industry Study*
ED497  Industrial Technologies Curriculum*
ED446  Product Design I †*
ED447  Product Design II †*
ED448  Product Design III †*
ED449  Product Design IV †*
ED450  Product Design V †*
PART D
ED495  Information Technology Industry Study*
DP243  Systems Analysis and Design*
ME324  Digital Media I *
DP239  Object Oriented Programming*
DP240  Data Communications and Networks*
ED499  Computing Studies/Information Technology Curriculum*
DP228  Database Systems I *
* Not offered in 2000.
# Double-weighted unit.
† Completed through articulated TAFE Modules.

BACHELOR OF EDUCATION (PRIMARY) - STAGE III
(Abbreviated title: BEd)

Introduction

The Bachelor of Education (Primary) - Stage III course is the post-service component of the Degree for holders of a Diploma of Teaching (Primary) completed in 1983 or later.

BEd (Post-experience)

The DipTeach component (Stage I) of the BEd programme was predominantly oriented to help beginning teachers cope with their foremost concerns: their preoccupation with their new role as teachers and with practical teaching tasks. When they enter the post-experience stage of the programme, however, they will normally have had substantial full-time teaching experience and are doubtless reasonably confident in the practical arena. It is likely, though, that as their practical service develops, they are beginning to be less sure of being able to justify what they are doing in broader terms. The Professional Core Studies aim to give students a more sophisticated basis for teaching than was provided at the Diploma level.

Entry to the Post-experience Stage - for Those Holding a Two-year Certificate (Primary) or Pre-1983 DipTeach (Primary)

Applicants in this category may be admitted to the programme if they can provide documented evidence of having undertaken sustained and successful professional development activities since initial pre-service qualification.

Applicants holding a pre-1983 Diploma of Teaching (Primary) or a two-year Certificate (Primary) who are unable to provide appropriate evidence of successful professional development activities since their pre-service qualification may qualify for entry by undertaking an individually negotiated
Programme Structure

- **The Professional Core comprises:**
  
  Learning in Contemporary Society;  
  Assessment and Reporting in Schools;  
  Theory and Process of Curriculum Development;  
  Project.

- **Elective Studies**

  By the post-experience stage, students have also developed felt needs and interests of a more individual nature. These, it is believed, are best met through the four elective units in the programme.

- **Professional Development Modules**

  Any of the elective units may be undertaken by completing approved Professional Development Modules (ED408-ED411). Unless otherwise indicated a Professional Development Module comprises one-third of a unit (thus three modules are equivalent to one elective unit). Professional Development Modules are activity-based, field-based learning packages which have been developed and accredited through the normal processes of the University.

  Modular Electives are offered subject to staff availability and student demand. Students will need to contact the School of Education Off-Campus Studies Office to determine which Modular Electives are available in any particular year. Examples of such Modules recently available include:

  1. Family Effects on Children’s Learning
  2. Special Education – An Introduction for Mainstream Teachers
  3. Special Education: An Introduction to Behaviour Management
  4. Time Management I – The Personal Context
  5. Teachers and Mathematics, K-6
  6. Issues in Health Education
  8. Motor Learning and Safety Issues in Health, PE, PD

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. **Qualification for Admission**

   (c) Candidates who have successfully completed a Diploma of Teaching (Primary) in 1983 or later.

   (d) Candidates who hold a pre-1983 Diploma of Teaching (Primary) or a two-year Certificate (Primary) who are unable to provide appropriate evidence of successful professional development activities since their pre-service qualification may qualify for entry by undertaking an individually negotiated qualifying programme of not less than two units (or six Professional Development Modules).

6. **Requirements for an Award**

   (f) To be eligible for the award of the Bachelor of Education degree a candidate shall successfully completion of not less than eight (8) units comprising:

   - (i) all four (4) units in Part A of the Schedule of Units attached to these Rules; and
   - (ii) four (4) units selected from Part B of the Schedule.

7. **Advanced Standing/Credit Transfer/Professional Experience**

   (b) Candidates may be granted advanced standing of up to 75% for Certificate of Attainment units completed through the Centre for Professional Development in Education.

**Schedule of Units**

**PART A**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>ED403</td>
<td>Learning in Contemporary Society</td>
</tr>
<tr>
<td>ED404</td>
<td>Assessment and Reporting</td>
</tr>
<tr>
<td>ED291</td>
<td>Theory and Process of Curriculum Development</td>
</tr>
<tr>
<td>ED405</td>
<td>Project</td>
</tr>
</tbody>
</table>

**PART B**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>AR252</td>
<td>Visual Literacy Through Visual Art</td>
</tr>
<tr>
<td>ED293</td>
<td>Diagnostic and Remedial Teaching*</td>
</tr>
<tr>
<td>CU404</td>
<td>Schooling of Indigenous Australians*</td>
</tr>
</tbody>
</table>
GRADUATE DIPLOMA OF EDUCATION
(Abbreviated title: DipEd)

Introduction

The Diploma is a one-year, full-time programme to prepare graduates for secondary school teaching in Visual Arts; Music; Science; Personal Development, Health and Physical Education; Chinese; Japanese; Mathematics; Computing Studies; and Social Sciences.

The Programme

The Graduate Diploma of Education is designed primarily to prepare secondary teachers, with strong backgrounds in their relevant disciplines, for their early years of teaching. An assumption of the programme design is that pre-service teacher education programmes should be seen as but the first step in the career and professional development of teachers. In light of research on pre-service teachers' concerns about teaching and the ways in which these change with teaching experience, the programme takes the practice of teaching as its starting point and leads from this into emphasis on problem-solving in relation to classroom and school-based issues.

The programme consists of four units each semester, covering curriculum studies, education studies, practice teaching, special education and computer studies.

Admission

1. A person before being admitted to candidature for the Graduate Diploma of Education shall either:
   (a) have successfully completed all the requirements of a degree of a university or other recognised tertiary institution; or
   (b) in exceptional circumstances only, have completed, over a period of not less than three academic years, so much of the requirements of a degree of a university or other recognised tertiary institution that the remaining requirements may be completed by external study in one year concurrently with candidature for the Graduate Diploma of Education provided that no person may qualify for the award of the Diploma until all requirements for the award of their degree have been satisfied.

2. The admission to candidature of persons satisfying the requirements of the preceding paragraph shall be conditional upon their degree including studies relevant to subjects taught in secondary schools. Preference for admission will be given to those who satisfy the relevant promotion requirements of the NSW Department of Education and Training. Candidates for admission must have their first degree assessed by the Department of Education and Training prior to commencing the Graduate Diploma of Education.

3. In special circumstances, studies in related subject areas may be considered to meet requirements in (2) above.
Special Note:
Students should be aware that as part of the employment process in various States and Territories, a criminal record check is undertaken on all applicants for teaching positions.

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. Qualification for Admission

(c) Applicants for admission to candidature shall either:

(i) have qualified for any degree of this or another university or other institution approved by the School Board for this purpose; or

(ii) in exceptional circumstances, have completed, over a period of not less than three academic years, so much of the requirements for Rule 1(c)(i) above that the remaining requirements may be completed by external study in one year concurrently with candidature for the Graduate Diploma of Education, provided that no person may qualify for the award of the Diploma until all requirements for the award of their degree have been satisfied.

(d) Applicants for admission to candidature under Rule 1(c) shall also be required to have undertaken to the satisfaction of the School Board a proportion of studies during their degree which are relevant to subjects taught in secondary schools.

(e) Preference will be given to applicants for admission to candidature who satisfy the relevant promotion requirements of the NSW Department of Education and Training.

Special Note:

Students should be aware that as part of the employment process in various States and Territories, a criminal record check is undertaken on all applicants for teaching positions.

6. Requirements for an Award

(f) To be eligible for the award of the Graduate Diploma of Education a candidate shall successfully complete not less than eight (8) units comprising:

(i) all units listed in Part A of the Schedule of Units attached to these Rules;

(ii) a two (2) unit sequence selected from Part B of the Schedule; and

(iii) one (1) elective unit, which may be selected from Part B or Part C of the Schedule.

Schedule of Units

PART A
ED077 Practicum I
ED078 Practicum II
ED079 Practicum III
ED067 Education Studies
ED352 Special Education

PART B
Visual Arts
AR013 Curriculum Specialisation: Visual Arts I
AR014 Curriculum Specialisation: Visual Arts II

Japanese
JP011 Curriculum Specialisation: LOTE (Japanese) I
JP012 Curriculum Specialisation: LOTE (Japanese) II

Mathematics
MA011 Curriculum Specialisation: Mathematics I
MA012 Curriculum Specialisation: Mathematics II

Music
MU011 Curriculum Specialisation: Music I
MU012 Curriculum Specialisation: Music II

Personal Development, Health and Physical Education
PE011 Curriculum Specialisation: PDHPE I *
PE012 Curriculum Specialisation: PDHPE II *

Science
SC043 Curriculum Specialisation: Science I
Introduction

The Graduate Diploma of Educational Studies is a full-time or part-time course for teachers holding a Bachelor of Teaching or equivalent three-year degree.

Programme Structure

- **The Professional Core comprises:**
  - Learning in Contemporary Society;
  - Assessment and Reporting;
  - Theory and Process of Curriculum Development;
  - Project.

- **Elective Studies**

By the post-experience stage, students have also developed felt needs and interests of a more individual nature. These, it is believed, are best met through the four elective units in the programme.

- **Professional Development Modules**

Any of the elective units may be undertaken by completing approved Professional Development Modules (ED408-ED411). Unless otherwise indicated a Professional Development Module comprises one-third of a unit (thus three modules are equivalent to one elective unit). Professional Development Modules are activity-based, field-based learning packages which have been developed and accredited through the normal processes of the University.

Modular Electives are offered subject to staff availability and student demand. Students will need to contact the School of Education Off-Campus Studies Office to determine which Modular Electives are available in any particular year. Examples of such Modules recently available include:

- Family Effects on Children’s Learning
- Special Education – An Introduction for Mainstream Teachers
- Special Education: An Introduction to Behaviour Management
- Time Management I – The Personal Context
- Teachers and Mathematics, K-6
- Issues in Health Education
- Development Issues in Programming Health, PE, PD
- Motor Learning and Safety Issues in Health, PE, PD

Rules Governing Candidature

1. For the purpose of these Rules, the relevant definitions contained in the Glossary apply.

2. (a) Candidates shall enrol in units selected from and in accordance with the Schedule of Units attached to these Rules.

(b) The Head, School of Education may permit a candidate to enrol in a unit or units other than those specified in the Schedule.

3. Candidates shall select units, the completion of which is concurrently possible under the lecture timetable in force.
4. Subject to these Rules, candidates shall:
   (a) complete the units for the Diploma over a period of not less than two semesters and not more than eight semesters;
   (b) be enrolled in the Diploma in not more than four (4) units provided that in exceptional circumstances the Head of School may exempt a candidate from such requirements and provided further that this provision shall not apply to candidates who have one unit only to complete to satisfy requirements for the Graduate Diploma;
   (c) be entitled to be awarded the Graduate Diploma upon completion of eight (8) units comprising:
      (i) all four (4) units in Part A of the Schedule; and
      (ii) not less than four (4) units selected from Part B of the Schedule.
   (d) have completed a unit when either:
      (i) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or
      (ii) advanced standing has been granted in that unit.

5. Candidates who have completed one or more units toward the Graduate Diploma and who, with the prior approval of the School Board, School of Education complete one or more units at an appropriate institution may be granted credit of not more than 50% of the Graduate Diploma of Educational Studies provided that the unit or units so completed are considered by the School Board to be equivalent to a unit or units in the Schedule.

6. Except as provided for in Rule 7, the School Board may grant advanced standing of not more than 50% of the Diploma to:
   (a) a graduate of an appropriate institution or a person with equivalent qualifications; or
   (b) a person who has completed successfully work or units toward an award of an appropriate institution or equivalent qualification;

7. Within the course structure specified in the Schedule, the School Board may grant advanced standing of up to 75% for Certificate of Attainment units completed through the Centre for Professional Development in Education.

8. The Academic Board may grant more advanced standing than that specified in Rule 6.

9. The Academic Board may from time to time vary the contents of the Schedule.

Schedule of Units

**PART A**
- ED403 Learning in Contemporary Society
- ED404 Assessment and Reporting
- ED291 Theory and Process of Curriculum Development
- ED405 Project

**PART B**
- AR252 Visual Literacy Through Visual Art
- ED088 Graduate Teaching Experience*
- ED089 Business/Industry Placement Experience*
- ED293 Diagnostic and Remedial Teaching*
- ED297 The Aboriginal Child at School*
- ED298 Co-operative Learning Skills in the Classroom
- ED406 Independent Study Unit I
- ED407 Independent Study Unit II
- ED408-
- ED411 Modular Elective Units I-IV
- HL261 Programming for Mixed Abilities in Health Studies*
- HL262 Issues and Strategies in Health Studies
- JP291 Japanese I (Professional Development)*
- JP292 Japanese II (Professional Development)*
JP293 Japanese III (Professional Development)*
JP294 Japanese IV (Professional Development)*
MA253 Developments in Primary Mathematics*
MU261 Developing Music for K-6 Teachers*
SC291 Environmental Education*
SC292 Teaching Science and Technology I*
* Not offered in 2000.

NB All elective units are offered subject to staff availability and level of student demand. Please check with the Course Co-ordinator to determine which of these elective units will be offered. Quotas may also be imposed on student enrolments in elective units, in which case preference will be given to students from the School of Education.

## MASTER OF EDUCATION
(Abbreviated title: MEd)

### Introduction
The Master of Education requires candidates to specialise in the area of applied enquiry in educational contexts. The degree is offered by research or coursework. The minimum time for completion by a full-time candidate is one year. It is anticipated that the normal time for completion for candidates enrolled in the external or part-time mode would be two years.

Candidates completing a degree by research thesis in Education should refer to the Rules and Regulations for Research Masters. The research option is also detailed below under “The Programme”.

### Admission
Applicants for admission to the Masters programme must hold as a minimum requirement the equivalent of a four-year qualification, in an area deemed to be appropriate, from a recognised tertiary institution. This would normally include a degree and/or a graduate diploma (either or both in an area deemed to be appropriate). These previous tertiary qualifications should indicate achievement at a high level. Applicants for the programme should have at least the equivalent of one year of full-time relevant experience.

### The Programme
The degree will comprise eight units.

Candidates proceeding via the research option will complete two Enquiry units (1-unit value each) and a 6-unit thesis. If candidates can provide previous evidence of completing similar research units or their equivalent then the School Board may permit the research option to be completed by an 8-unit thesis.

Candidates proceeding via the coursework option will complete the two Enquiry units; four Issues units; and a Research Project equivalent to 2-unit value. In general, the Enquiry strand will precede the Issues strand, with both of these strands contributing to the successful completion of the Research Project.

The four Issues units must be chosen according to one of the following groupings:

(a) (for most students) the two core units, “The Policy Context of Education and Training in Australia” and “The Nature and Process of Educational Change”, and two Issues units offered as Independent Study Units (or, with the approval of the Course Co-ordinator, a unit from another School at an equivalent level); or

(b) the four units, Mathematics Recovery Theory and Techniques IA, IB, IIA, IIB.

### Rules Governing Candidature
1. For the purpose of these Rules, the relevant definitions contained in the Glossary apply.

2. (a) A candidate shall enrol in units selected from the Schedule of Units attached to these Rules.

(b) The Head, School of Education may permit a candidate to enrol in a unit or units other than those specified in the Schedule.

3. A candidate shall select units from those that are being offered in each year of candidature.

4. Subject to these Rules, a candidate shall:

(a) complete the units for the Degree over a period of not less than two semesters (full-time candidates) and not more
than eight semesters (part-time or external candidates) from the time of enrolment;

(b) be entitled to be awarded the Degree upon satisfactory completion of eight (8) units comprising units specified in Part A of the Schedule and not less than four (4) units selected from Part B of the Schedule.

5. A candidate who has completed one or more units and who, with the prior approval of the School Board, School of Education, completes one or more units at an appropriate institution may be granted credit of not more than 50% of the Degree provided that the unit or units so completed are considered by the School Board to be equivalent to a unit or units in the Schedule.

6. (a) The School Board may grant advanced standing of not more than 50% of the Degree to an applicant who has been admitted to the programme and who has successfully completed work or units towards an award or equivalent qualification from an appropriate institution provided that work or units completed are considered by the Board to be equivalent to a unit or units in the Schedule.

(b) Units completed in the Graduate Diploma of Training and Development may be counted for advanced standing at the equivalent of 1-unit value in the 8-unit Degree provided that:

(i) the candidate already holds a four year degree or its equivalent; and

(ii) the unit has been awarded a grade at “Credit” level or higher; and

(iii) a maximum of four such units may be permitted to contribute to advanced standing within the provisions of 6(a) above.

**Schedule of Units**

**PART A**

ED731 Enquiry I
ED732 Enquiry II
ED754 Research Project # or

ED755 Research Project #†

**PART B**

ED734 The Policy Context of Education and Training in Australia
ED749 Management Education*
ED750 Instructional Design*
ED733 The Nature and Process of Educational Change
SY700 Sociology of Workplace Industrial Relations*
DP712 Computer Based Training*
ED730 An Introduction to Futures Studies: Methods, Issues and Visions*
MN706 Perspectives on the “New” Organisation*
MN703 Organisational Change and Development*
MN704 Human Resource Development*
ED748 Workplace Learning*
ED215 Educational Technology*
MA600 Mathematics Recovery Theory and Techniques IA†
MA601 Mathematics Recovery Theory and Techniques IB†
MA602 Mathematics Recovery Theory and Techniques IIA†
MA603 Mathematics Recovery Theory and Techniques IIB†
ED751 Independent Study Unit I: Negotiated Reading Course
ED753 Research Project - Background and Proposal

* Not offered in 2000.

† Year-long units.

# Double-weighted units.

≥ Available only to teachers working in a district where the Mathematics Recovery Program is being implemented.

**Masters Degree by Research**

**Doctor of Philosophy**

Information and Rules concerning Masters degrees by research and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.
School of Exercise Science and Sport Management

Head of School
T.J. Woods DipT(NRCAE), BEd/DDIAE, MSA(Ohio)

The School of Exercise Science and Sport Management offers several courses for those wishing to seek employment in such areas as the Sport, Health and Exercise Industry, Sport Management and Sport Administration, Exercise Rehabilitation and Sport Science. In addition the School has established a strong commitment to research which leads to career paths for postgraduate students. It currently offers degrees in Exercise Science and Sport Management at the undergraduate and postgraduate levels.

The following will be offered in 2000:
1. Bachelor of Human Movement Science
2. Bachelor of Human Movement Science with Honours (fourth year)
3. Bachelor of Human Movement Science (Applied) (fourth year)
4. Bachelor of Exercise Science and Nutrition
5. Bachelor of Exercise Science and Nutrition with Honours (fourth year)
6. Graduate Certificate in International Sport Management
7. Graduate Diploma in International Sport Management
8. Master of International Sport Management
9. Master of Science (by Research)*
10. Doctor of Philosophy*

A combined Bachelor of Human Movement Science/Bachelor of Laws (double degree - five years) is also available. The course comprises 18 units from the Bachelor of Human Movement Science and 22 from the Bachelor of Laws. Details are included in the School of Law and Justice entry in this Handbook.

The School also offers a specialist stream in Sport Management within the Master of Business Administration. Details of this course can be found in the Graduate College of Management entry in this Handbook.

* Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

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**BACHELOR OF HUMAN MOVEMENT SCIENCE**
(Abbreviated title: BHMS)

**BACHELOR OF HUMAN MOVEMENT SCIENCE (APPLIED)**
(Abbreviated title: BHMS(Applied))

Introduction

The Bachelor of Human Movement Science (BHMS) is a three-year full-time (or equivalent part-time) professional course based on a philosophy of health and fitness. The course focuses on the study of human performance in daily life, in athletic pursuits, in competition and participation in leisure activities. It is multi-disciplinary in nature, drawing from the biological, psychological and sociological sciences as they relate to exercise and sport. Major strands of study are available in Exercise Science and Sport Management. Upon completion of the requirements for the BHMS degree a candidate may undertake a further year of study for the Bachelor of Human Movement Science (Applied) (BHMS(Applied)) degree. This programme involves advanced units of study in community health and fitness...
issues and an intensive industry based Internship. The course is designed for the professional development of candidates to an advanced level and to provide comprehensive industry related training.

Candidates successfully completing the BHMS programme may enrol for a further year of study in the Graduate Diploma of Education offered by the School of Education which will allow students to be employed as Personal Development, Health and Physical Education (PD/H/PE) teachers.

The Bachelor of Human Movement Science programme places a strong emphasis on practical experiences whereby students are given the opportunity to utilise the theoretical concepts of their lectures in a “hands on” situation.

The development of a comprehensive Sport Science facility incorporating the more recent developments in equipment and technology provides opportunities for state of the art student training.

Course Structure

Twenty-four units are required for successful completion of the BHMS course.

A full-time student takes four units in each of six semesters, i.e. 24 units in total. All students are required to complete twelve Core units, eight Major units, and four Elective units.

A further eight units are required for the successful completion of the BHMS(Applied) course, which includes the Internship which has the value of four units.

There are four basic categories of entrants to the Bachelor of Human Movement Science course:

1. School-leavers who have completed a NSW Higher School Certificate examination or its equivalent with an aggregate figure above a minimum level determined by the Academic Board.

2. Candidates admitted under the Regional Entry Report Scheme.

3. Applicants from special groups including Aboriginals and the physically impaired.

4. Mature entrants (over 18 years of age) selected on the basis of some demonstrated aptitude obtained from past vocational and/or life experience, and motivation to take the course.

Entry to the BHMS(Applied) degree is through successful completion of the BHMS degree.

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award

(f) To be eligible for the award of the Bachelor of Human Movement Science degree a candidate shall successfully complete not less than twenty-four (24) units comprising:

(i) all twelve (12) units in Part A of the Schedule of Units attached to these Rules;

(ii) eight (8) units from one major in Part B of the Schedule, including any compulsory units for that major; and

(iii) four (4) elective units which may include units from Part B of the Schedule.

(g) To be eligible for the award of the Bachelor of Human Movement Science (Applied) degree a candidate shall successfully complete the requirements as set out in (f) above and the additional eight (8) units listed in Part C of the Schedule.

7. Advanced Standing/Credit Transfer/Professional Experience

(b) Candidates who have completed the Associate Diploma of Health Science (Sport and Exercise) at a grade average of Credit or better, may be granted advanced standing for up to eight (8) units.
<table>
<thead>
<tr>
<th>PART A</th>
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<tbody>
<tr>
<td>AN302</td>
<td>Anatomy for Human Movement</td>
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<td>Sport and Exercise Management I</td>
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<td>Field Studies III - Sports Conditioning and Training Methodology</td>
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<td>PL326</td>
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<td>Ageing and Physical Activity</td>
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<td>PL330</td>
<td>Nutrition and Human Performance</td>
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<td>PL215</td>
<td>Exercise Testing and Prescription</td>
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<td>Prevention and Management of Injury</td>
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<td>HM222</td>
<td>Physical Activity for People with Disabilities</td>
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<tr>
<td>HM220</td>
<td>Graduating Seminar*</td>
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<tr>
<td>HM224</td>
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<td>MN307</td>
<td>Sports Policy and Planning</td>
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<td>AC320</td>
<td>Financial Management for Sport and Exercise</td>
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<td>Personnel Management in Sport</td>
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<td>MN304</td>
<td>Facility Planning and Design</td>
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<td>Applied Biomechanics (Wellness)</td>
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<td>Applied Diet, Weight Control and Exercise (Wellness)</td>
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<tr>
<td>HM228</td>
<td>Internship III</td>
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</tbody>
</table>

* Required unit if applying for entry to Bachelor of Human Movement Science with Honours.  
# Required unit for Exercise Science major.

The offering of any unit in a given semester is subject to student numbers, availability of staff and timetabling constraints.

Refer to unit descriptions for details of the semester when each unit is offered and for pre-requisite requirements.

**BACHELOR OF HUMAN MOVEMENT SCIENCE WITH HONOURS**  
(Abbreviated title: BHMS(Hons))

**General**

The Honours course is a separate fourth year of study, which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student’s research potential and introduce students to basic research training.

**Course Structure**

To qualify for the Bachelor of Human Movement Science with Honours, a candidate is required to complete the Honours course, HM801 Human Movement 400 (Honours), comprising:

(a) a thesis based on original work, and
(b) a colloquium for thesis proposal and a research seminar based on the thesis, and
(c) the unit MA331 Advanced Statistics, where a candidate has been deemed by the School Board to be deficient in this area. Whereas successful completion of the course will be
required, the result will not count towards the class of Honours awarded.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree) are given in the Rules entry in this Handbook (Part B).

BACHELOR OF EXERCISE SCIENCE AND NUTRITION
(Abbreviated title: BExSc&Nutr)

Introduction

The Bachelor of Exercise Science and Nutrition is a three-year full-time (or equivalent part-time) professional course providing graduates in Exercise Science with enhanced knowledge and specialist skills in nutrition. Areas where exercise scientists are currently involved, in which the relationship between exercise and diet is extremely strong, include working with special populations such as the aged, obese children and adults and in cardiac rehabilitation.

In the Sport Science field there has been a significant increase in the use of dietary supplements to enhance the benefits of training and to improve sporting performance. The relationship between training modalities and diet has reached a high level of sophistication and complexity.

In addition, the course offers a pathway by which students may gain entry to postgraduate programmes in Dietetics and Clinical Nutrition which would allow them on completion to practise as accredited clinicians in hospitals, clinics and private practice. Graduates who proceed through the Honours programme are eligible to proceed to postgraduate studies by research.

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award

(f) To be eligible for the award of Bachelor of Exercise Science and Nutrition a candidate shall successfully complete all twenty-four (24) units listed in the Schedule of Units attached to these Rules.

Schedule of Units

<table>
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<tr>
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<td>Nutrition III</td>
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<td>PL 333</td>
<td>Sport and Exercise Nutrition</td>
</tr>
</tbody>
</table>

BACHELOR OF EXERCISE SCIENCE AND NUTRITION WITH HONOURS
(Abbreviated title: BExSc&Nutr(Hons))

General

The Honours course is a separate fourth year of study, which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student’s research potential and
introduce students to basic research training.

Course Structure

To qualify for the Bachelor of Human Movement Science with Honours, a candidate is required to complete the Honours course, HM801 Human Movement 400 (Honours), comprising:
(a) a thesis based on original work, and
(b) a colloquium for thesis proposal and a research seminar based on the thesis, and
(c) the unit MA331 Advanced Statistics, where a candidate has been deemed by the School Board to be deficient in this area. Whereas successful completion of the course will be required, the result will not count towards the class of Honours awarded.

Rules Governing Candidature

Information and Rules concerning Bachelor's degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelor's degree) are given in the Rules entry in this Handbook (Part B).

GRADUATE CERTIFICATE IN INTERNATIONAL SPORT MANAGEMENT
( abbreviated title: GradCertISM )

Introduction

The Graduate Certificate in International Sport Management, the Graduate Diploma in International Sport Management and the Master of International Sport Management are designed to provide graduates and experienced managers with the opportunity to undertake advanced study in international sport management.

Course Structure

The Graduate Certificate requires the completion of at least four (4) units described in the accompanying schedule.

Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.

Rules Governing Candidature

1. Admission to Candidature

(a) Applicants for admission to candidature for the Graduate Certificate shall provide evidence of at least one year’s experience in a field of employment acceptable to the School Board, School of Exercise Science and Sport Management and shall either:
   (i) have fulfilled the requirements for admission to a degree or qualification of equivalent standing at this University or another University or tertiary institution; or
   (ii) have demonstrated academic or professional standing considered by the School Board to be equivalent to the requirement of (i).

(b) An applicant for candidature shall apply to the University on the prescribed form.

(c) The Head of School or nominee shall determine admission to candidature and the trimester of commencement.

(d) After admission to candidacy, a candidate shall submit a programme of study for approval by the Head of School or nominee.

2. Requirements for the Graduate Certificate

To satisfy requirements for the Graduate Certificate the candidate shall complete a programme of at least four (4) units of study selected from the Schedule of Units annexed to these Rules and approved by the Head of School or nominee. A core programme comprises four (4) units from Part A of the Schedule, which may include up to two (2) units that are offered as a part of this course by the University partners.

In special circumstances the Head of School or nominee may approve other coursework units.

3. Period of Candidature

(a) Except with the permission of the School Board, a full-time candidate shall pursue the approved course of study for not more than three (3) trimesters of full-time study and not more than six (6) trimesters of part-
time study. There will be three trimesters in each calendar year.

(b) The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. Enrolment

Unless the Head of School otherwise determines:

(a) a candidate shall remain enrolled for the duration of each semester; and

(b) a candidate shall enrol in not more than four (4) units in any one trimester. Provided that, where the Head of School’s discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units in any one trimester.

5. Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in the Assessment and Examination Rule 9 of Southern Cross University; or

(b) the candidate has been granted advanced standing in the unit.

6. Advanced Standing

At the discretion of the School Board, a candidate may be granted advanced standing for up to two (2) units on the basis of units completed at this University or at another University or tertiary institution. Provided that those units have not been counted towards another qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

7. Admission to the Graduate Certificate in International Sport Management

A candidate, who has fulfilled the requirements of these Rules and otherwise complied with the provision of all By-laws and other Rules applicable to the University, may be admitted to the Graduate Certificate in International Sport Management.

Schedule of Units

The Schedule of Units is to be found at the end of the entry for the Master of International Sport Management.

GRADUATE DIPLOMA IN INTERNATIONAL SPORT MANAGEMENT

(Abbreviated title: GradDiplISM)

Introduction

The Graduate Certificate in International Sport Management, the Graduate Diploma in International Sport Management and the Master of International Sport Management are designed to provide graduates and experienced managers with the opportunity to undertake advanced study in international sport management.

Course Structure

The Graduate Diploma requires the completion of at least eight (8) units described in the accompanying schedule.

Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.

Rules Governing Candidature

1. Admission to Candidature

(a) Applicants for admission to candidature for the Graduate Diploma shall provide evidence of at least one year’s experience in a field of employment acceptable to the School Board, School of Exercise Science and Sport Management and shall either:

(i) have fulfilled the requirements for admission to a degree or qualification of equivalent standing at this University or another University or tertiary institution; or

(ii) have completed the Graduate Certificate in International Sport Management; or
(iii) have demonstrated academic or professional standing considered by the School Board to be equivalent to the requirement of (i) or (ii).

(b) An applicant for candidature shall apply to the University on the prescribed form.

(c) The Head of School or nominee shall determine admission to candidature and the trimester of commencement.

(d) After admission to candidature, a candidate shall submit a programme of study for approval by the Head of School or nominee.

2. Requirements for the Graduate Diploma

To satisfy requirements for the Graduate Diploma, the candidate shall complete a programme of at least eight (8) units of study selected from the Schedule of Units annexed to these Rules and approved by the Head of School or nominee. A core programme comprises eight (8) units of study including:

(a) eight (8) units from Part A of the Schedule of Units, which may include up to three (3) units that are offered as a part of this course by University partners; OR

(b) five (5) units from Part A of the Schedule of Units, which may include up to three (3) units that are offered as a part of this course by University partners AND three (3) units from Part B of the Schedule of Units.

In special circumstances the Head of School or nominee may approve other coursework units.

3. Period of Candidature

(a) Except with the permission of the School Board, a full-time candidate shall pursue the approved course of study for not more than six (6) trimesters of full-time study and not more than twelve (12) trimesters of part-time study. There will be three trimesters in each calendar year.

(b) The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. Enrolment

Unless the Head of School otherwise determines:

(a) a candidate shall remain enrolled for the duration of each semester; and

(b) a candidate shall enrol in not more than four (4) units in any one trimester. Provided that, where the Head of School’s discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units in any one trimester.

5. Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in the Assessment and Examination Rule 9 of Southern Cross University; or

(b) the candidate has been granted advanced standing in the unit.

6. Advanced Standing

(a) At the discretion of the School Board, a candidate may be granted advanced standing for up to four (4) units on the basis of units completed at this University or at another University or tertiary institution. Provided that those units have not been counted towards another qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

(b) A candidate who has completed all the requirements for the Graduate Certificate may be granted advanced standing for up to four (4) units.

(c) Notwithstanding, the total of advanced standing units other than those units in the Graduate Certificate shall not
7. Admission to the Graduate Diploma in International Sport Management

A candidate, who has fulfilled the requirements of these Rules and otherwise complied with the provision of all By-laws and other Rules applicable to the University, may be admitted to the Graduate Diploma in International Sport Management.

Schedule of Units

The Schedule of Units is to be found at the end of the entry for the Master of International Sport Management.

MASTER OF INTERNATIONAL SPORT MANAGEMENT
(Abbreviated title: MISM)

Introduction

The Graduate Certificate in International Sport Management, the Graduate Diploma in International Sport Management and the Master of International Sport Management are designed to provide graduates and experienced managers with the opportunity to undertake advanced study in international sport management.

Course Structure

The Masters degree requires the completion of at least twelve (12) units described in the accompanying schedule.

Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.

Rules Governing Candidature

1. Admission to Candidature

(a) Applicants for admission to candidature for the Masters degree shall provide evidence of at least one year’s experience in a field of employment acceptable to the School Board, School of Exercise Science and Sport Management and shall either:

(i) have fulfilled the requirements for admission to a degree or qualification of equivalent standing at this University or another University or tertiary institution; or
(ii) have completed the Graduate Diploma in International Sport Management; or
(iii) have demonstrated academic or professional standing considered by the School Board to be equivalent to the requirement of (i) or (ii).

(b) An applicant for candidature shall apply to the University on the prescribed form.

(c) The Head of School or nominee shall determine admission to candidature and the trimester of commencement.

(d) After admission to candidature, a candidate shall submit a programme of study for approval by the Head of School or nominee.

2. Requirements for the Master of International Sport Management

To satisfy requirements for the Masters degree the candidate shall complete a programme of at least twelve (12) units of study selected from the Schedule of Units annexed to these Rules and approved by the Head of School or nominee. A core programme comprises twelve (12) units of study including:

(a) nine (9) units from Part A of the Schedule of Units, which may include up to four (4) units that are offered as a part of this course by University partners; AND
(b) three (3) units from Part B of the Schedule of Units.

3. Period of Candidature

(a) Except with the permission of the School Board, a full-time candidate shall pursue the approved course of study for not more than nine (9) trimesters of full-time study and not more than eighteen (18) trimesters of part-time study. There will be three trimesters in each calendar year.

(b) The School Board may grant leave of absence from candidature and the
period of such leave shall not be counted as part of the prescribed period of candidature.

4. Enrolment

Unless the Head of School otherwise determines:

(a) a candidate shall remain enrolled for the duration of each semester; and

(b) a candidate shall enrol in not more than four (4) units in any one trimester. Provided that, where the Head of School’s discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units in any one trimester.

5. Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in the Assessment and Examination Rule 9 of Southern Cross University; or

(b) the candidate has been granted advanced standing in the unit.

6. Advanced Standing

(a) At the discretion of the School Board, a candidate may be granted advanced standing for up to six (6) units on the basis of units completed at this University or at another University or tertiary institution. Provided that those units have not been counted towards another qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

(b) A candidate who has completed all the requirements for the Graduate Certificate may be granted advanced standing for up to four (4) units.

(c) A candidate who has completed all the requirements for the Graduate Diploma may be granted advanced standing for up to eight (8) units.

(d) Notwithstanding, the total of advanced standing units other than those units in the appropriate Graduate Certificate and Graduate Diploma shall not exceed 50% of the course.

7. Admission to the Master of International Sport Management

(a) A candidate, who has fulfilled the requirements of these Rules and otherwise complied with the provision of all By-laws and other Rules applicable to the University, may be admitted to the Master of International Sport Management.

(b) A candidate granted advanced standing under Rule 6(b) must surrender the Graduate Certificate prior to conferral of the degree.

(c) A candidate granted advanced standing under Rule 6(c) must surrender the Graduate Diploma prior to conferral of the degree.

Schedule of Units

PART A

MK723 Sport Marketing and Public Relations
MN781 Event and Facility Management
MN782 Performance Management in Sport
MN783 Project Management for Sport
MN784 Industry Based Project
LA721 Sports Law
US261 Unspecified Core Unit I
US262 Unspecified Core Unit II
US281 University Partner Unit I
US282 University Partner Unit II
US283 University Partner Unit III
US284 University Partner Unit IV

PART B

MN726 Research Project (1 unit)
MN727 Research Project (2 unit)
MN728 Research Project (3 unit)

MASTERS DEGREE BY RESEARCH

DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by research and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.
School of Humanities, Media and Cultural Studies

Head of School
H.M. Wearne BA (GIAE), MA (Monash)

The School of Humanities, Media and Cultural Studies provides a focus for the University to deliver a programme which has strong student demand for a generic degree in disciplines which allow them to develop particular and highly marketable skills.

The Bachelor of Arts generic degree is committed to producing graduates with a high degree of core skills and knowledge relating to:

- critical and creative thinking
- independence of mind
- understanding of complex social, cultural and historical systems and practices
- practical skills in language and articulation with complex systems of communication and negotiation
- contemporary social and political realities of the workplace
- highly developed research skills

One of the innovative strengths of the Bachelor of Arts programme is the articulation between the two areas of theory and practice which together provide students with a very desirable graduating qualification. This articulation occurs across all areas of the programme, from the Media strands in which students may take both theory and production units, to the Humanities strands in which all students work within a complex of interdisciplinary engagements as well as producing their own theoretical and creative projects. The programme also provides opportunities for professional and workplace experience.

The following courses are offered:

- Bachelor of Arts
- Bachelor of Arts (Honours)
- Master of Arts (by Research)*
- Doctor of Philosophy*

Combined Arts/Business and Arts/Law courses are also available. Details are included in the School of Commerce and Management and School of Law and Justice entries in this Handbook.

* Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

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**BACHELOR OF ARTS**

(abbreviated title: BA)

**Introduction**

The Bachelor of Arts is a three-year full-time course offered by the School of Humanities, Media and Cultural Studies. The School offers Major Studies in Media Communications, Writing, Cultural Studies and History. Emphasis is placed on the acquisition of practical skills as well as appropriate theoretical understanding. Students are encouraged to achieve high levels of academic knowledge, personal expression, and professional skills.

**Aims**

- To stimulate interest in the problem-solving and applied dimension of the Arts knowledge spectrum, with a focus on concerns of contemporary Australians;
- to provide a stimulating environment and access to appropriate resources for optimum academic and personal growth and achievement;
to cultivate a broad range of competencies through a study of the historical, cultural, theoretical and practical aspects of the Arts;

- to extend the boundaries of the creative, intellectual and interpretative capacities of students; and

- to encourage a sense of independence and self-confidence.

**Objectives**

Upon completing the course, students will be expected to demonstrate:

- a professional attitude;

- a high level of academic or technical expertise, and interpretative or creative ability in at least one Major Study area;

- confidence, discipline and critical capacity in their professional practice;

- a suitable range of enquiry, research and presentation skills;

- an awareness of the appropriate career options open to them and of the conditions and requirements which must be met for entry into those careers;

- the ability to adapt to the changing needs of the community;

- a creative expertise in the use of electronic media; and

- a familiarity with major contemporary trends and developments, and with historical perspectives of changes in arts and ideas.

**Admission**

Students seeking admission to the Bachelor of Arts course must satisfy normal entry requirements of the University and may be required to show evidence of aptitude for and commitment to their proposed area of study. This evidence may be determined by means of a personal interview. Provision exists for students with extensive demonstrated prior skills in particular units to be granted advanced standing in those units.

**Assessment**

Both progressive and examination-based assessment are practised by the School of Humanities, Media and Cultural Studies. Details of assessment methods, techniques and criteria are specified in unit outlines which are available from the School at the start of the relevant semester.

The structure of the Bachelor of Arts degree is common for all Major Study areas. Available Majors offered in the School’s three areas of study are listed in Rule 6(b). The common structure is:

- the four Core Units;

- 2 six-unit Majors;

- 1 four unit Minor; and

- any other four units (subject to pre-requisites, quotas and semester availability).

A Major and Minor may be taken in the following areas of study:

- Cultural Studies
- History
- Media Communications
- Writing

Students should construct plans for their studies in consultation with the Course Co-ordinator responsible for their area of study. Course Co-ordinators will be able to identify basic enrolment patterns and more specific options for those students wishing to construct relatively individualised programmes. Students are advised that a number of factors will affect the availability and suitability of units, so they should consult the appropriate Course Co-ordinator as early as possible in their first semester of study, and whenever they propose to change their agreed enrolment pattern.

**Independent Studies**

Provision exists for students to undertake units in the Independent Study mode (see Glossary). Such units are sometimes available to students who wish to take extra units in an area where there exists only one established Major - for example, within the Humanities programme - or where students have already completed all the units offered by the School within a given subject.
area - for example, in radio production. The opportunity to undertake units in this mode is normally restricted to students who have achieved at a high level in units already completed. Specific proposals need to be formulated in consultation with a supervisor and submitted in unit outline format. These units can only be undertaken if an appropriate supervisor is available, and require the approval of the Head, School of Humanities, Media and Cultural Studies.

Cross-School Studies

Students may complete a certain number of units within other Schools at the University (see Rules below for details). Such course structures need to be formulated in consultation with Course Co-ordinators in both schools, and require the approval of the Head, School of Humanities, Media and Cultural Studies.

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award

(f) To be eligible for the award of Bachelor of Arts 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;

(ii) six (6) units from each of two major sequences of units, and four (4) units from one minor sequence of units; and

(iii) four (4) elective units, which must include one (1) unit from Part A of the Schedule of Units attached to the Rules for the Bachelor of Indigenous Studies, but not ED198 Academic Study Methodology.

At least seventeen (17) units must be taken from the Schedule attached to these Rules.

7. Advanced Standing/Credit Transfer/Professional Experience

(b) Candidates who have completed an Associate Degree, including at least four (4) units from the Schedule of Units attached to these Rules, may be granted advanced standing for up to sixteen (16) units.

Schedule of Units

PART A

EN333 Communication and Culture
SS210 Australia/Asia
SS333 Learning Technologies and the Academy
PH201 Ways of Knowing

PART B

Media Communications
ME439 Foundations in Media Studies
CM401 Cross-Cultural Film Studies
ME445 Media, Culture and Ideology
ME446 International Media Studies
ME447 Media and New Technologies Studies
ME448 Asian Media Studies
ME451 Text Media I
ME452 Text Media II
EN402 Scriptwriting
ME455 Multimedia I
ME456 Multimedia II
ME471 Professional Placement
ME461 Radio I
ME462 Radio II
ME465 Video I
ME466 Video II
LA403 Media Ethics and Law
ME470 Media Management

Writing
WR400 Introduction to Written Texts
WR401 Issues and Themes in Contemporary Writing
WR403 Prose*
WR407 Writing for Performance*
WR408 Writing Project
WR406 Theories of Text and Culture
WR411 Writing Genre
WR410 Introduction to Creative Writing
History
CU401 Australian Indigenous Societies Prior to Invasion*
HS230 Issues in History
HS232 Australia from 1788–1988
HS233 Contemporary Australia
HS234 Gender and Race in Australian History*
HS235 Regional History Research Project*

Cultural Studies
SS270 Locating Cultural Studies
SS271 Unruly Subjects: Citizenship
SS272 Space, Place and Travel
SS273 Borderlands
SS274 EcoCultural Studies*
SS275 Cultural Studies Research Project*

* Not offered in 2000.

BACHELOR OF ARTS
(HONOURS)
(Abbreviated title: BA(Hons))

Introduction

The Honours course is a separate fourth year of study which may be undertaken following successful completion of an appropriate undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student's research potential and introduce students to basic research training.

The Bachelor of Arts (Honours) is intended to provide a further year of structured investigation for those with a superior pattern of performance in the Bachelor of Arts programme at this University (or equivalent).

The course structure is as detailed below.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelor's degree), are given in the Rules entry in this Handbook (Part B).

BACHELOR OF ARTS (HONOURS)

Category A (Written Project)

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<th>UNIT LOAD</th>
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<tr>
<td>1</td>
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<tr>
<td></td>
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<td></td>
<td>MA 793 Research Core</td>
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<td>HU722 Thesis (Arts)*</td>
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<td></td>
<td>HU723 Thesis (Arts) or HU726 Graduate Independent Study (Humanities)</td>
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OR

Category B (Creative Performance Project)

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<td>MA 793 Research Core</td>
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<td></td>
<td>HU720 Research Seminar (Arts)</td>
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<td>HU724 Thesis Foundation (Arts)</td>
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<td>HU722 Thesis (Arts)*</td>
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<td></td>
<td>HU725 Thesis Statement (Humanities)</td>
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* Part-time students only.
BACHELOR OF ARTS,
BACHELOR OF LAWS
(Abbreviated title: BA, LLB)
BACHELOR OF ARTS,
BACHELOR OF LAWS WITH
HONOURS
(Abbreviated title: BA, LLB(Hons))

Information and Rules concerning the double degrees, Bachelor of Arts, Bachelor of Laws and Bachelor of Arts, Bachelor of Laws with Honours, are given in the School of Law and Justice entry in this Handbook.

Enquiries should be directed to the School of Law and Justice.

BACHELOR OF BUSINESS,
BACHELOR OF ARTS
(Abbreviated title: BBus, BA)

Information and Rules concerning the double degree, Bachelor of Business, Bachelor of Arts, are given in the School of Commerce and Management entry in this Handbook.

Enquiries should be directed to the School of Commerce and Management.

MASTERS DEGREE BY
RESEARCH
DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by research and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.
School of Human Services  
(located at Coffs Harbour)

Head of School
H.C. Biggs BA(Hons)(Qld), PhD(Massey), MAPS (to 2/2000)
J.A. Griffiths BA(Qld), GradDipCounselling(BCAE), MNA(UNSW) (from 2/2000)

The School of Human Services is located on the Coffs Harbour Campus of Southern Cross University. The focus of the School is all human services settings, including public, private and community-based organisations.

In the undergraduate area, the School offers a Bachelor of Social Science, a Bachelor of Human Services and a Bachelor of Human Services/ Bachelor of Health Science in Nursing.

The **Bachelor of Social Science** offers study in the following:

**Majors** (on campus at Coffs Harbour and by distance education).
1. Counselling and Mediation Studies
2. Social Welfare Studies
3. Community Development

**Minors** (by distance education).
1. Social Inquiry
2. Field Education

All other majors and minors in the Bachelor of Social Science are offered through the School of Social and Workplace Development on campus at Lismore and by distance education.

The **Bachelor of Human Services** is offered on campus at the Coffs Harbour Campus and by distance education. It is designed for people possessing a TAFE Diploma or Associate Diploma, or who have a qualification equivalent to two-years’ full-time tertiary study or a Southern Cross University Associate Degree.

The **Bachelor of Human Services, Bachelor of Health Science in Nursing** offers Human Services units on the Coffs Harbour Campus and Health Science in Nursing units on the Lismore Campus, and all units are available by distance education. It is specifically designed for students who are registered nurses in an Australian State or Territory, or are eligible for registration as a nurse in an Australian State or Territory. This is a post-registration degree.

In the area of postgraduate studies, the School offers a Graduate Certificate, Graduate Diploma and Masters of Community Development (Emergency Management) or (Human Services) by coursework. These programmes are offered through online distance learning.

The School of Human Services has developed a distinct disciplinary and professional base to service the growing human services workforce. It has a multidisciplinary focus and aims to promote research, excellence, continuing education and professionalism across a wide range of organisations.

The School of Human Services offers the following programmes:
1. Associate Degree of Social Science
2. Bachelor of Social Science
3. Bachelor of Social Science with Honours
4. Bachelor of Human Services
5. Bachelor of Human Services, Bachelor of Health Science in Nursing
6. Graduate Certificate in Community Development (Emergency Management) or (Human Services)
ASSOCIATE DEGREE OF SOCIAL SCIENCE
(Abbreviated title: AssocDegSocSc)

Introduction
The Associate Degree of Social Science exists as an exit point from the Bachelor of Social Science award.

Course Structure
To qualify for the award, students must complete sixteen (16) units.

Rules Governing Candidature
See end of Bachelor of Social Science entry.

BACHELOR OF SOCIAL SCIENCE
(Abbreviated title: BSocSc)

Introduction
The Bachelor of Social Science is a three-year full-time (or equivalent part-time) course offered in the traditional on campus mode and also in an open learning/work based mode for external students. A number of units are now available in interactive online mode. The programme is offered jointly by the Schools of Social and Workplace Development and Human Services.

The course provides a programme of study at degree level which offers maximum choice for students in a broad range of areas in the Social Sciences.

The degree has the possibility of specialisation in a number of areas by the completion of major areas of study (six (6) related units) and minor areas of study (four related units) leading to a general undergraduate qualification which would give flexible career choices to graduates.

Course Structure
To qualify for the Bachelor of Social Science award, a student must complete 24 units. A full-time student would normally take four (4) units in each of six (6) semesters, while part-time or external students would normally undertake two (2) units in each of twelve (12) semesters. All students are required to complete four (4) compulsory core units. Students must also complete a minimum of two (2) majors. Majors are offered in the following areas:

School of Social and Workplace Development
- Human Relations and Communication
- Human Resource Development
- Human Resource Management
- Politics and Policy Studies
- Sociology

School of Human Services
- Counselling and Mediation Studies
- Community Development
- Social Welfare Studies

Minor areas of study are offered in:

School of Human Services
- Field Education
- Social Inquiry

Admission Requirements
(a) The University actively encourages the admission of mature-age students to this programme and high proportions of places in the Bachelor of Social Science are reserved for applicants in this category.
Applicants of mature age must show documented evidence of relevant work experience (paid and non-paid) and evidence of an ability to cope with the academic content of the course. This may include secondary education and/or previous tertiary or sub-tertiary studies. Studies in non-related fields may also be taken into consideration; or

(b) a candidate may satisfy minimum requirements for admission to the Bachelor of Social Science by attaining at the NSW Higher School Certificate examination (or its interstate equivalent), a level of performance determined by the Academic Board from time to time.

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

For the purpose of these Rules the relevant definitions contained in the Glossary apply subject to the following amendments:

(i) “Centre” means the Centre for Professional Development in the School of Social and Workplace Development;

(ii) “candidate” means a person either enrolled in the University as a student, or registered as a student in the Centre or with one of the University’s Licensees, and proceeding to the award of the Bachelor of Social Science.

6. Requirements for an Award

(f) To be eligible for the award of the Bachelor of Social Science degree a candidate shall successfully complete not less than twenty-four (24) units comprising:

(i) three (3) units listed in Part A of the Schedule of Units attached to these Rules;

(ii) one (1) unit in Part B of the Schedule;

(iii) at least two (2) major areas of study from Part C of the Schedule;

(iv) eight (8) elective units from Part D of the Schedule or offered elsewhere within the University.

(g) A candidate who while enrolled for the Bachelor of Social Science has completed the requirements for the Associate Degree of Social Science may elect to be awarded the Associate Degree of Social Science following withdrawal from candidature for the Bachelor’s degree.

7. Advanced Standing/Credit Transfer/Professional Experience

(b) Candidates who have either undertaken certified or documented in-service courses or have significant relevant and documented work achievements related to the aims and objectives of the course may be granted advanced standing for up to four (4) units provided that the work or in-service courses so completed are considered equivalent to a unit or units in the Schedule of Units attached to these Rules.

(c) Notwithstanding the above, candidates may be granted advanced standing for a further four (4) units.

(d) Candidates who have completed the Associate Degree of Social Science may be granted advanced standing of up to sixteen (16) units in the Bachelor of Social Science.

Schedule of Units

PART A
SS220 Approaches to Social Sciences
ED220 Learning, Communicating and Educational Computing
SY118 Approaches to Sociology

PART B
SY106 Group Processes
SY119 Working with Groups

PART C
Community Development
SY130 Introduction to Community Development
SY107 Social Planning
MN204 Community Project Management
SY131 International Community Development
Introduction

The Honours course is a separate fourth year of
study, which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student’s research potential and introduce students to basic research training.

The Bachelor of Social Science with Honours provides for a one-year full-time or two-year part-time Honours course following the successful completion of the Bachelor of Social Science or an equivalent degree at this or another institution.

The Honours degree may be undertaken in one of the following specialisations:
- Counselling and Mediation Studies
- Human Relations and Communication
- Human Resource Management
- Human Resource Development
- Politics and Policy Studies
- Community Development
- Social Welfare Studies
- Sociology

Course Structure

The Honours course will comprise the following units:
- MN726 Research Project (1 unit);
- MA795 Qualitative Research Methods for the Social Sciences;
- SY801 Thesis – Social Sciences (6 unit) or SY802 Thesis – Social Sciences (8 unit).

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

Bachelor of Human Services (Abbreviated title: BHumS)

Introduction

The Bachelor of Human Services is an 18 month full-time (or equivalent part-time) course offered in the traditional on campus mode at Coffs Harbour and also in a distance learning mode for external students. The programme is offered by the School of Human Services at Coffs Harbour.

The course provides a programme of study at degree level which builds on two years of prior tertiary studies either at TAFE (tertiary and further education) or University level.

The course aims to provide specific articulation pathways into the Bachelor of Human Services degree from a TAFE Diploma and Associate Diploma or Associate Degree courses in such areas as Children’s Services, Aboriginal Studies or Aged Services.

The course aims to produce generic human service workers who can bring a thorough understanding of human services to a range of different settings.

Course Structure

To qualify for the Bachelor of Human Services award a student must complete a further 12 units. A full-time student would normally take four units in each of three semesters while part-time or external students would normally undertake two units in each of six semesters. All students are required to complete eight compulsory units and students can select a further four elective units as specified in the Schedule of Units.

Admission Requirements

Applicants for the Bachelor of Human Services must have completed:

(a) two years’ equivalent full-time tertiary study at Technical and Further Education (TAFE) Associate Diploma or Diploma level;

(b) two years’ equivalent full-time prior study at University level;

(c) an Associate Degree at Southern Cross University.

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in
the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. **Qualification for Admission**

   (c) have completed a TAFE Diploma or Associate Diploma, equivalent to two years full time study at a recognised tertiary institution, and at an appropriate standard;

   (d) have completed a Southern Cross University Associate Degree, or completed a course deemed equivalent by the School Board, at an appropriate standard.

6. **Requirements for the Degree**

   (f) To be eligible for the award of the Bachelor of Human Services degree a candidate shall successfully complete not less than twenty-four (24) units comprising:

   (i) a Diploma or Associate Diploma from TAFE or an Associate Degree or a course deemed equivalent by the School Board, equivalent to not more than twelve (12) units;

   (ii) not less than eight (8) units from Part A of the Schedule of Units attached to these Rules; and

   (iii) not less than two (2) units selected from Part B of the Schedule. Students can undertake a maximum of two (2) elective units from any other Southern Cross University programme or equivalent from another recognised tertiary institution within Part B.

7. **Advanced Standing/Credit Transfer/Professional Experience**

   (b) Where a student in their pre-admission studies has completed an equivalent unit to one available in the Bachelor of Human Services the student may be granted advanced standing for that unit, but will still be required to complete twelve (12) units from within the Bachelor of Human Services overall. Advanced standing may only be granted for a maximum of four (4) units.

### Schedule of Units

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<th>PART A</th>
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<td>SY111 Contexts of Social Welfare Practice</td>
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<td>SY119 Working with Groups</td>
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<td>CL301 The Counsellor: Role, Ethics and Personal Development</td>
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<tr>
<th>PART B</th>
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<td>CL233 Applications of Counselling: Theory and Practice</td>
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<tr>
<td>SY132 Evaluation in Community Welfare</td>
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<td>SY133 Rural and Urban Community Development</td>
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<td>MN204 Community Project Management</td>
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</tbody>
</table>

**BACHELOR OF HUMAN SERVICES, BACHELOR OF HEALTH SCIENCE IN NURSING (Abbreviated title: BHums, BHlthScN)**

### Rules Governing Candidature

See **Generic Rules for Undergraduate Awards** in the Rules section of this Handbook in conjunction with specific Rules and the Schedule of Units below.

1. **Qualification for Admission**

   (c) Applicants for admission to candidature for the combined degrees of Bachelor of Human Services, Bachelor of Health Science in Nursing shall:

   (i) be registered nurses in an Australian State or Territory, or be
eligible for registration as a nurse in an Australian State or Territory;

(ii) any registered nurse applicant who has completed an entry level course at certificate level or its equivalent (Category One admission in the BHlthScN) which leads to registration as a nurse must enrol in the Bachelor of Human Services at the beginning of their candidature for the award of Bachelor of Human Services, Bachelor of Health Science in Nursing, and undertake the eight (8) compulsory units and four (4) elective units. On completion of these units the Registered Nurse is deemed to have achieved diploma level status (Category Two admission in BHlthScN) and proceeds to four (4) units from the BHlthScN Schedule;

(iii) any registered nurse applicant who has completed an entry level course at diploma level or its equivalent (Category Two admission in the BHlthScN) which leads to registration as a nurse must enrol in the Bachelor of Human Services and complete the required twelve (12) units, and then proceed to four (4) units from the BHlthScN Schedule.

6. Requirements for an Award

(f) To be eligible for the award of the degrees a candidate shall complete not less than sixteen (16) units comprising:

(i) not less than eight (8) units selected from the Bachelor of Human Services component of Part A of the Schedule of Units, two (2) elective units from Part B within the Bachelor of Human Services offerings and two (2) elective units from any other Southern Cross University programmes or equivalent from another recognised tertiary institution. These units may be from the Bachelor of Health Science in Nursing Schedule;

(ii) not less than two (2) units selected from the Bachelor of Health Science in Nursing component of Part A of the Schedule of Units, one (1) unit selected from Part D and the remaining unit selected from the range of units available in Parts B and C of the Schedule of Units attached to these Rules.

7. Advanced Standing

(b) The School Boards may grant a candidate advanced standing for up to four (4) units in the case of a Category One candidate and up to two (2) units in the case of a Category Two candidate, provided that:

(i) the School Boards are satisfied that the unit previously completed is comparable to a unit listed in the Schedule with respect to both content and standard; and

(ii) the unit previously completed has not been counted towards another award previously conferred.

Schedule of Units

PART A
Bachelor of Human Services
CL231 Introduction to Counselling: Theory and Practice
SY111 Contexts of Social Welfare Practice
SY130 Introduction to Community Development
SY119 Working with Groups
HL213 Human Services Management
SY112 Social Policy
SY107 Social Planning
SY132 Evaluation in Community Welfare
Bachelor of Health Science in Nursing
NR226 Nursing in Context
NR227 Applied Health Research

PART B
Bachelor of Human Services
CL232 Methods of Counselling: Theory and Practice
CL233 Applications of Counselling: Theory and Practice
CL301 The Counsellor: Role, Ethics and
Introduction

The Graduate Certificate in Community Development (Emergency Management) or (Human Services) is designed to provide graduates, senior emergency services personnel and human services practitioners the opportunities to undertake advanced study in community development.

Course Structure

The Graduate Certificate requires completion of at least four (4) units described in the accompanying Schedule.

Rules Governing Candidature

1. Admission to Candidature

(a) Applicants for admission to candidature for the Graduate Certificate shall:

(i) have fulfilled all the requirements for admission to a degree or qualifications of equivalent standing at this or another University or tertiary institution; or

(ii) have demonstrated academic, professional standing or work experience considered to be equivalent to the requirement of (i).

(b) An applicant for candidature shall apply to the Head, School of Human Services on the prescribed form.

(c) Admission to candidature and the trimester of commencement shall be determined by the School Board.

(d) After admission to candidature, a candidate shall submit a programme of study for approval by the School Board.

2. Requirements for the Graduate Certificate

To satisfy requirements for the Graduate Certificate the candidate shall complete a programme equivalent to at least four (4) units of study approved by the School Board, comprising all units in Part A and all units in either strand in Part B of the Schedule of Units attached to these Rules. In special circumstances other coursework units may be approved by the School Board.

3. Period of Candidature

(a) Except with the permission of the School Board, a full-time candidate shall pursue the approved course of study for not more than three (3) fifteen (15) week trimesters of full-time study and not more than six (6) trimesters of part-time study. There will be three (3) fifteen (15) week trimesters in each calendar year.

(b) The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period.
of candidature.

4. Enrolment
Unless the School Board otherwise determines:
(a) a candidate shall remain enrolled for the duration of each trimester; and
(b) a candidate shall enrol in not more than four (4) units in any one trimester. Provided that where the School Board's discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units in any one trimester.

5. Completion of a Unit
A candidate shall have completed a unit when either:
(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or
(b) the candidate has been granted advanced standing in that unit.

6. Advanced Standing
(a) Advanced standing may be awarded for up to three (3) units of the course.
(b) At the discretion of the School Board, a candidate may be granted advanced standing for up to two (2) units on the basis of units completed at this University or at another University or tertiary institution, provided that those units have not been counted towards another qualification and they have a reasonable correspondence to units prescribed for the coursework programme.
(c) At the discretion of the School Board, a candidate may be granted advanced standing for up to two (2) units on the basis of professional standing and/or work experience deemed to be equivalent to the objectives of the course.
(d) A candidate who, within three (3) months of completing all the requirements for the Graduate Certificate, elects to enrol in the Graduate Diploma or Masters shall be granted advanced standing for four (4) units towards those awards subject to the candidate surrendering the right to be awarded the Graduate Certificate.
(e) A candidate granted advanced standing in accordance with the provision of (c) and (d) but who subsequently fails to complete the Graduate Diploma or Masters on application shall be entitled to be awarded the Graduate Certificate at the next appropriate graduation ceremony.

7. Admission to the Graduate Certificate
A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University, may be admitted to the Graduate Certificate in Community Development (Emergency Management) or (Human Services).

Schedule of Units

PART A
SY 360 Perspectives of Community Development
SY 361 Political, Economic and Cultural Aspects of Community Development

PART B
Emergency Management
SY 363 Issues in Disaster Management
SY 364 Disaster Preparedness and Prevention
Human Services
SY 368 Conceptual Contexts of Human Services
SY 370 Delivery Systems in Human Services

GRADUATE DIPLOMA IN COMMUNITY DEVELOPMENT (EMERGENCY MANAGEMENT) or (HUMAN SERVICES) (Abbreviated title: GradDipCommDev(EmergMangt) or GradDipCommDev(HumS))

Introduction
The Graduate Diploma in Community Development (Emergency Management) or (Human Services) is designed to provide
graduates, senior emergency services personnel and human services practitioners the opportunities to undertake advanced study in community development.

Course Structure

The Graduate Diploma requires completion of at least eight (8) units described in the accompanying Schedule.

Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.

Rules Governing Candidature

1. Admission to Candidature

(a) Applicants for admission to candidature for the Graduate Diploma shall:

(i) have fulfilled all the requirements for admission to a degree or qualifications of equivalent standing at this or another University or tertiary institution; or

(ii) have completed the Graduate Certificate in Community Development (Emergency Management) or (Human Services)

(iii) have demonstrated academic, professional standing or work experience considered by the School Board to be equivalent to the requirement of (i) or (ii).

(b) An applicant for candidature shall apply to the Head, School of Human Services on the prescribed form.

(c) Admission to candidature and the trimester of commencement shall be determined by the School Board.

(d) After admission to candidature, a candidate shall submit a programme of study for approval by the School Board.

2. Requirements for the Graduate Diploma

To satisfy requirements for the Graduate Diploma the candidate shall complete a programme equivalent to at least eight (8) units of study approved by the School Board, comprising all units in Part A and all units in either strand in Part B of the Schedule of Units attached to these Rules. In special circumstances other coursework units may be approved by the School Board.

3. Period of Candidature

(a) Except with the permission of the School Board, a full-time candidate shall pursue the approved course of study for not more than six (6) fifteen (15) week trimesters of full-time study and not more than twelve (12) trimesters of part-time study. There will be three (3) fifteen (15) week trimesters in each calendar year.

(b) The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. Enrolment

Unless the School Board otherwise determines:

(a) a candidate shall remain enrolled for the duration of each trimester; and

(b) a candidate shall enrol in not more than four (4) units in any one (1) trimester. Provided that where the School Board's discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units in any one (1) trimester.

5. Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

6. Advanced Standing

(a) Advanced standing may be awarded for up to four (4) units of the course.

(b) At the discretion of the School Board, a candidate may be granted advanced standing for up to four (4) units on the
basis of units completed at this University or at another University or tertiary institution, provided that those units have not been counted towards another qualification and they have a reasonable correspondence to units prescribed for the coursework programme.

(c) At the discretion of the School Board, a candidate may be granted advanced standing for up to four (4) units on the basis of professional standing and/or work experience deemed to be equivalent to the objectives of the course.

(d) A candidate who has completed all the requirements for the Graduate Certificate may be granted advanced standing for up to four (4) units.

(e) A candidate who, within three (3) months of completing all the requirements for the Graduate Diploma, elects to enrol in the Masters shall be granted advanced standing for eight (8) units towards the degree subject to the candidate surrendering the right to be awarded the Graduate Diploma.

(f) A candidate granted advanced standing in accordance with the provision of (b) to (d) but who subsequently fails to complete the Masters on application shall be entitled to be awarded the Graduate Diploma at the next appropriate graduation ceremony.

7. Admission to the Graduate Diploma

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University, may be admitted to the Graduate Diploma in Community Development (Emergency Management) or (Human Services).

Schedule of Units

PART A

SY 360 Perspectives of Community Development

PART B

Emergency Management

SY 362 Community Education
SY 361 Political, Economic and Cultural Aspects of Community Development

SY 363 Issues in Disaster Management
SY 364 Disaster Preparedness and Prevention
SY 365 Living in a Hazardous Environment
SY 366 Social Dimensions of Disasters
SY 367 Analytical Methodologies in Emergency Management
Introduction

The Master in Community Development (Emergency Management) or (Human Services) is designed to provide graduates, senior emergency services personnel and human services practitioners the opportunity to undertake advanced study in community development.

Course Structure

The Masters requires completion of at least twelve (12) units described in the accompanying schedule.

Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.

Rules Governing Candidature

1. Admission to Candidature

(a) Applicants for admission to candidature for the Masters shall:

(i) have fulfilled all the requirements for admission to a degree or qualifications of equivalent standing at this or another University or tertiary institution; or

(ii) have completed the Graduate Diploma in Community Development (Emergency Management) or (Human Services); (iii) have demonstrated academic, professional standing or work experience considered by the School Board to be equivalent to the requirement of (i) or (ii).

(b) An applicant for candidature shall apply to the Head, School of Human Services on the prescribed form.

(c) Admission to candidature and the trimester of commencement shall be determined by the School Board.

(d) After admission to candidature, a candidate shall submit a programme of study for approval by the School Board.

2. Requirements for the Masters

To satisfy requirements for the Masters the candidate shall complete a programme equivalent to at least twelve (12) units of study approved by the School Board, comprising all units in Part A and all units in either strand in Part B of the Schedule of Units attached to these Rules. In special circumstances other coursework units may be approved by the School Board.

3. Period of Candidature

(a) Except with the permission of the School Board, a full-time candidate shall pursue the approved course of study for not more than nine (9) fifteen (15) week trimesters of full-time study and not more than eighteen (18) trimesters of part-time study. There will be three (3) fifteen (15) week trimesters in each calendar year.

(b) The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. Enrolment

Unless the School Board otherwise determines:

(a) a candidate shall remain enrolled for the duration of each trimester; and

(b) a candidate shall enrol in not more than four (4) units in any one trimester. Provided that where the School Board's
discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units in any one trimester.

5. Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

6. Advanced Standing

(a) Advanced standing may be awarded for up to six (6) units of the course.

(b) At the discretion of the School Board, a candidate may be granted advanced standing for up to six (6) units on the basis of units completed at this University or at another University or tertiary institution provided that those units have not been counted towards another qualification and they have a reasonable correspondence to units prescribed for the coursework programme.

(c) At the discretion of the School Board, a candidate may be granted advanced standing for up to six (6) units on the basis of professional standing and/or work experience deemed to be equivalent to the objectives of the course.

(d) A candidate who has completed all the requirements for the Graduate Certificate may be granted advanced standing for up to four (4) units.

(e) A candidate who has completed all the requirements for the Graduate Diploma may be granted advanced standing for up to eight (8) units.

(f) A candidate granted advanced standing in accordance with the provision of (b) to (e) but who subsequently fails to complete the Masters on application shall be entitled to be awarded the Graduate Diploma at the next appropriate graduation ceremony.

7. Admission to the Masters

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University, may be admitted to the Masters in Community Development (Emergency Management) or (Human Services).

**Schedule of Units**

**PART A**

SY 360 Perspectives of Community Development

SY 361 Political, Economic and Cultural Aspects of Community Development

SY 362 Community Education

**PART B**

**Emergency Management**

SY 363 Issues in Disaster Management

SY 364 Disaster Preparedness and Prevention

SY 365 Living in a Hazardous Environment

SY 366 Social Dimensions of Disasters

ED 756 Research Dissertation*

IS 165 Independent Study – Training and Development I

SY 367 Analytical Methodologies in Emergency Management

**Human Services**

SY 368 Conceptual Contexts of Human Services

SY 369 Analysis of Contemporary Policy in Human Services

SY 370 Delivery Systems in Human Services

SY 371 Evaluation and Accountability in Human Services

ED 756 Research Dissertation*

IS 165 Independent Study – Training and Development I

* Triple-weighted unit.

**MASTERS DEGREE BY RESEARCH**

**DOCTOR OF PHILOSOPHY**

Information and Rules concerning Masters degrees by research and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.
School of Law and Justice

Head of School
Associate Professor B. Fitzgerald BA(Griff), LLB(Hons)(QUT), BCL(Hons)(Oxf), LLM(Harv), Barrister of the Supreme Court of Queensland and of the High Court of Australia, Barrister and Solicitor of the Supreme Court of the ACT

Director of Research
Associate Professor G.M. Bird LLB(Hons)(Melb), LLM(Monash), MPhil(Camb), Barrister and Solicitor of the Supreme Court of Victoria

Academic Programmes Co-ordinator
R.H. Harris BA, LLB(ANU), DipEd(Syd), LLM(QUT), Solicitor of the Supreme Court of New South Wales

The School of Law and Justice was established on 1st January, 1994 and was originally known as the Faculty of Law and Criminal Justice. The name change took effect from 1997 and reflects the wider interests of the School in providing research and educational initiatives in Law, Paralegal and Justice Studies. Its primary aims are to produce gender and culturally aware graduates who are able to examine legal and non-legal issues logically and critically; have substantive knowledge of a wide body of case and statute law; are able to express themselves clearly and concisely and argue logically and objectively; have high levels of practical legal skills. The School also aims to improve legal practice and scholarship throughout rural Australia.

The following programmes are offered:

- Associate Degree in Correctional Administration
- Associate Degree in Law (Paralegal Studies)
- Bachelor of Legal and Justice Studies
- Bachelor of Legal and Professional Studies
- Bachelor of Laws (Graduate entry)
- Bachelor of Laws with Honours
- Bachelor of Laws Double Degrees
  - Bachelor of Applied Science, Bachelor of Laws
  - Bachelor of Applied Science, Bachelor of Laws with Honours
  - Bachelor of Arts, Bachelor of Laws
  - Bachelor of Arts, Bachelor of Laws with Honours
  - Bachelor of Business, Bachelor of Laws
  - Bachelor of Business, Bachelor of Laws with Honours
  - Bachelor of Business in Tourism, Bachelor of Laws
  - Bachelor of Business in Tourism, Bachelor of Laws with Honours
  - Bachelor of Human Movement Science, Bachelor of Laws
  - Bachelor of Human Movement Science, Bachelor of Laws with Honours
  - Bachelor of Indigenous Studies, Bachelor of Laws
  - Bachelor of Indigenous Studies, Bachelor of Laws with Honours
  - Bachelor of Information Technology, Bachelor of Laws
  - Bachelor of Information Technology, Bachelor of Laws with Honours
ASSOCIATE DEGREE IN CORRECTIONAL ADMINISTRATION
(Abbreviated title: AssocDegCorrAdmin)

Introduction
The Associate Degree in Correctional Administration is offered as a part-time programme in the external mode. It has been designed in consultation with the NSW Department of Corrective Services to meet the professional development needs of correctional officers employed in NSW correctional institutions.

The course is taught over three levels of study: the Certificate in Correctional Administration, Advanced Certificate in Correctional Administration, and the Associate Degree in Correctional Administration. The first two levels of study are awarded by the NSW Department of Corrective Services through the Centre for Professional Development in Corrective Services (CPD-CS). Details of the modules listed in Part A of the Schedule attached to the Rules Governing Candidature for this programme are available from the CPD-CS, Corrective Services Academy, Terry Road, Eastwood, 2122.

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. Qualification for Admission
   (c) Applicants for admission to candidature for the Associate Degree in Correctional Administration shall:

(i) be employed as correctional officers by the NSW Department of Corrective Services; or
(ii) have obtained the permission of the School Board on the recommendation of the Board of Management of the CPD-CS to enrol in the Associate Degree in Correctional Administration; and
(d) have satisfactorily completed the Certificate and the Advanced Certificate in Correctional Administration offered by the Corrective Services Academy through the Centre for Professional Development - Corrective Services.

4. Completion of a Unit
   (c) The candidate has satisfactorily completed a challenge test for that module provided that such a test is available.
   (d) The School Board may call upon a candidate to show cause why the candidature should not be terminated by reason of a failure to complete a module within two consecutive trimesters. The School Board may, where in the School Board’s opinion, the candidate does not show good cause why he or she should be permitted to continue the candidature, recommend to the School Board, School of Law and Justice that the candidature be terminated. In that event the School Board may terminate a candidature.
6. Requirements for an Award

(f) To be eligible for the award of Associate Degree in Correctional Administration a candidate shall successfully complete not less than eleven (11) of the modules listed in the Schedule of Units, comprising:

(i) five (5) modules in Part B of the Schedule; and

(ii) not less than six (6) modules listed in Part C of the Schedule.

(g) In exceptional circumstances, a candidate may be permitted to enrol in a module or modules other than those specified Parts B and C of the Schedule of Units at the discretion of the School Board.

7. Advanced Standing/Credit Transfer/Professional Experience

(b) Candidates who have completed the requirements of the Certificate and Advanced Certificate in Correctional Administration shall be granted advanced standing for the modules listed in Part A of the Schedule.

Schedule of Units

PART A
Basic Custodial Skills (Pre-Service Training)
Success in Tertiary Education (SITE) 1 - Learning in Tertiary Settings
The Structure and Role of the NSW Department of Corrective Services
The Legal Environment
The Prison Population
Communication in Correctional Systems
The Role and Function of Correctional Officers
Security Management
Success in Tertiary Education (SITE) 2 - Academic Writing Skills; and Library and Research Skills
The History of Corrections
Punishment
Special Populations and the Law: Aborigines
Communication Strategies
Staff and Institutional Supervision
Introduction to the Management of Correctional Institutions
Area Management
Financial Records and Systems

PART B
AE303 Drugs, Alcohol and HIV Issues
AA301 Budgeting Control for Correctional Institutions
AD301 The Planning Process
AD302 Planning in Correctional Institutions I
AD303 Planning in Correctional Institutions II

PART C
AE301 The Social Sanction System
AE302 Emerging Issues in Correctional Services
AS301 Introduction to Human Resource Management
AS302 Human Resource Management in Correctional Institutions
AS303 Training and Development
AG302 Young Offenders
AG304 Computer Applications
AA302 Critical Incident Management
AG301 Community Corrections in NSW
AG303 Women in Correctional Systems

ASSOCIATE DEGREE IN LAW (PARALEGAL STUDIES)
(Abbreviated title: AssocDegLaw)

Introduction
The Associate Degree in Law (Paralegal Studies) may be studied over two years on a full-time basis and four years on a part-time basis at Lismore or on an external basis.

It may also be taken either as a general qualification in paralegal studies or, by selecting an appropriate combination of units, as a qualification leading to registration as a Licensed Conveyancer. Students intending to seek registration as a Licensed Conveyancer should include LA004, LA057, LA062, AC125, LA107 and LA108 in their study programme. Information on registration and practical experience requirements may be obtained from the NSW Department of Fair Trading.

Rules Governing Candidature
See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.
1. Qualification for Admission

(c) Applicants for admission to candidature may be selected from those who have satisfied one or more of the following:

(i) have successfully completed any four (4) units from an Australian university;

(ii) have completed an Associate Degree or Diploma from any VETAB recognised provider;

(iii) have worked for a minimum of two (2) years full-time, or equivalent, in a legal environment;

(iv) have a combination of the above or other such experience or studies which in the opinion of the School Board is equivalent to the above.

6. Requirements for an Award

(f) To be eligible for the award of the Associate Degree in Law (Paralegal Studies) 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 these Rules;

(ii) eight (8) units offered at Associate Degree or Degree level subject to the approval of the School Board including at least two (2) units listed in Part B of the Schedule.

(g) A candidate may be permitted to enrol in a unit or units other than those specified in these Rules at the discretion of the School Board.

Schedule of Units

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<td>LA050 Criminal Process</td>
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<td>LA128 Legal Interviewing, Negotiation and Advocacy</td>
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<td>LA051 Legal Research and Writing</td>
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<td>LA131 Business Law</td>
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<td>LA052 Introduction to Land Law</td>
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PART B*

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<th>Course Title</th>
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<tr>
<td>LA055</td>
<td>Aboriginals, Islanders and Contemporary Legal Issues</td>
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<td>LA056</td>
<td>Aboriginals, Islanders and the Criminal Justice System</td>
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<td>LA057</td>
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<td>LA059</td>
<td>Welfare Law</td>
</tr>
<tr>
<td>LA521</td>
<td>International Law</td>
</tr>
<tr>
<td>SY214</td>
<td>Mediation and Dispute Resolution</td>
</tr>
<tr>
<td>LA061</td>
<td>Drugs, Crime and the Law</td>
</tr>
<tr>
<td>LA514</td>
<td>Criminology</td>
</tr>
<tr>
<td>LA120</td>
<td>Victimology</td>
</tr>
<tr>
<td>SY215</td>
<td>Dispute Resolution and Aboriginal Communities</td>
</tr>
<tr>
<td>SY216</td>
<td>Mediation Practice and Procedure</td>
</tr>
<tr>
<td>LA525</td>
<td>Cyberlaw</td>
</tr>
<tr>
<td>LA526</td>
<td>International Criminal Justice</td>
</tr>
</tbody>
</table>

* Not all units listed in this Schedule will necessarily be offered each semester/year. The offering of any School elective is subject to student numbers, availability of staff and timetabling constraints.

BACHELOR OF LEGAL AND JUSTICE STUDIES
(Abbreviated title: BLJS)

Introduction

The Bachelor of Legal and Justice Studies may be studied over three years full-time or six years part-time at the Lismore Campus or on an external basis. It provides students who have completed the requirements for the Associate Degree in Law (Paralegal Studies) and Associate Degree in Law (Aboriginal Paralegal Studies) with the opportunity to enhance their capabilities by undertaking an extra year of study with a
major in Commerce, Practice Management, Criminal Justice, Dispute Resolution, Indigenous Studies, Local Government, Social Justice, Licensed Conveyancing, Employment and Industrial Relations, International Studies and Prison Administration. Units may be taken from Law and Justice or other Schools as per the Schedules.

The degree is also open to school leavers. The Bachelor of Legal and Justice Studies enables students to study law at a non-professional degree level. This course is not a qualification for practice as a Barrister or Solicitor.

The course consists of twenty-four semester equivalent units drawn from offerings of the School of Law and Justice and other Schools. The first and second years of the course comprise units from the Associate Degree in Law (Paralegal Studies). The third year builds on the practice and theory developed in the first two years, but in a particular major area.

**Rules Governing Candidature**

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. Qualification for Admission
   
   (c) have completed an Associate Degree (or Diploma) in Law (Paralegal Studies), Associate Degree in Law (Aboriginal Paralegal Studies) or Associate Diploma of Business (Paralegal Studies).

6. Requirements for the Award
   
   (f) To be eligible for the award of the Bachelor of Legal and Justice Studies degree a candidate shall successfully complete not less than twenty-four (24) units comprising:

   (i) all units in Part A of the Schedule of Units attached to these Rules; and

   (ii) not less than two (2) units from Part B of the Schedule that are not units completed as part of a major listed in Part C of the Schedule; and

   (iii) one of the majors listed in Part C of the Schedule.

Candidates who complete a double major will be deemed to have met the requirements of 6(f)(ii) above.

(g) Candidates who have completed the requirements for the Associate Degree in Correctional Administration will be deemed to qualify for the Bachelor of Legal and Justice Studies upon completion of the Units in Part D of the Schedule of Units attached to these Rules.

7. Advanced Standing/Credit Transfer/Professional Experience

   (b) Candidates who have completed an Associate Degree in Law or Diploma in Law (Paralegal Studies), Associate Degree in Law or Diploma in Law (Aboriginal Paralegal Studies), Associate Diploma in Business (Paralegal Studies) or Associate Degree in Correctional Administration may be granted advanced standing for up to sixteen (16) units in the Bachelor of Legal and Justice Studies.

   (c) In exceptional cases additional advanced standing may be granted by the School Board, which shall notify Academic Board of all instances.

8. Surrender of Award

Candidates who hold the Associate Degree in Law or Diploma in Law (Paralegal Studies) or Associate Degree or Diploma in Law (Aboriginal Paralegal Studies) or the Associate Diploma in Business (Paralegal Studies) or Associate Degree in Correctional Administration and are granted advanced standing for greater than the equivalent of twelve (12) units, must surrender the award prior to conferral of the Degree.

**Schedule of Units**

**PART A**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>LA 130</td>
<td>Introduction to Law and Contract</td>
</tr>
<tr>
<td>LA 050</td>
<td>Criminal Process</td>
</tr>
<tr>
<td>LA 051</td>
<td>Legal Research and Writing</td>
</tr>
<tr>
<td>LA 128</td>
<td>Legal Interviewing, Negotiation and Advocacy</td>
</tr>
<tr>
<td>LA 131</td>
<td>Business Law</td>
</tr>
<tr>
<td>LA 052</td>
<td>Introduction to Land Law</td>
</tr>
<tr>
<td>LA 053</td>
<td>Foundations of Torts</td>
</tr>
</tbody>
</table>
LA 054 Family Law Practice
LA 125 Information Technology and the Law

**PART B**

AC 125 Securities Markets Regulation
AC 132 Taxation
AC 133 Advanced Taxation Practice
LA 055 Aboriginals, Islanders and Contemporary Legal Issues
LA 056 Aboriginals, Islanders and the Criminal Justice System
LA 057 Conveyancing Law
LA 062 Wills and Estates
LA 004 Company Law
LA 525 Cyberlaw
LA 106 EEO and OH&S Law and Practice
LA 104 Employment and Industrial Relations Law
LA 107 Conveyancers Professional Practice
LA 108 Legal and Conveyancing Practice
LA 058 Litigation Practice
LA 105 Marketing Law and Ethics
LA 059 Welfare Law
LA 521 International Law
SY 214 Mediation and Dispute Resolution
LA 514 Criminology
LA 120 Victimology
LA 061 Drugs, Crime and the Law
SY 216 Mediation Practice and Procedure
LA 522 Human Rights
LA 526 International Criminal Justice

**PART C**

**Criminal Justice Studies**

LA 514 Criminology
LA 056 Aboriginals, Islanders and the Criminal Justice System

**and any four of the following:**

LA 048 Legal Project
LA 059 Welfare Law
LA 120 Victimology
LA 061 Drugs, Crime and the Law
PY 219 Youth, Crime and Cultural Change #
PY 220 Psychology of Law and Justice #
SY 123 Sociology of Deviance
LA 526 International Criminal Justice

**Practice Management**

LA 055 Aboriginals, Islanders and Contemporary Legal Issues
LA 108 Legal and Conveyancing Practice
SY 214 Mediation and Dispute Resolution
LA 104 Employment and Industrial Relations Law
LA 106 EEO and OH&S Law and Practice

**and any two of the following:**

MN 111 Fundamentals of Management
MN 121 Human Resource Management I
MN 152 Staff Development and Training
MN 154 Staff Selection and Appraisal
MN 167 Supervision and Teamwork
LA 106 EEO and OH&S Law and Practice

**Commerce**

AC 132 Taxation
LA 055 Aboriginals, Islanders and Contemporary Legal Issues
LA 104 Employment and Industrial Relations Law
LA 106 EEO and OH&S Law and Practice

**and any two of the following:**

LA 048 Legal Project
LA 105 Marketing Law and Ethics
LA 121 Intellectual Property
LA 124 International Business Law
LA 515 Insolvency Law
EC 102 Applied Microeconomics
SY 214 Mediation and Dispute Resolution
LA 525 Cyberlaw
LA 004 Company Law

**Dispute Resolution**

LA 055 Aboriginals, Islanders and Contemporary Legal Issues
SY 215 Dispute Resolution and Aboriginal Communities
SY 214 Mediation and Dispute Resolution
SY 216 Mediation Practice and Procedure
CL 231 Introduction to Counselling: Theory and Practice
SY 120 Conflict Resolution

**Indigenous Australians**

LA 055 Aboriginals, Islanders and Contemporary Legal Issues
LA 056 Aboriginals, Islanders and the Criminal Justice System
CU 402 Contemporary Australian Indigenous Societies

**and three of the following:**

CU 414 Indigenous Common Law
CU 415 Comparative Indigenous Legal Issues
CU 413 Human Rights and Indigenous Peoples
CU407 Australian Indigenous Community Administration
LA059 Welfare Law
SY215 Dispute Resolution and Aboriginal Communities
LA048 Legal Project

Local Government
LA119 Local Government and Planning Law
LA118 Environmental Law
and any one of the following:
LA055 Aboriginals, Islanders and Contemporary Legal Issues
SY215 Dispute Resolution and Aboriginal Communities
CU419 Indigenous Environmental Management
and any three of the following electives:
LA117 Administrative Law
GG220 Environment Impact Studies and Assessment
LA106 EEO and OH&S Law and Practice
LA104 Employment and Industrial Relations Law
LA048 Legal Project
MN423 Tourism Planning and the Environment
SY214 Mediation and Dispute Resolution
SY216 Mediation Practice and Procedure
SY107 Social Planning
PS006 Australian Government and Political Institutions
PS010 Local Government
MN111 Fundamentals of Management
MN150 Policies and Organisations
EC202 Natural Resource and Environmental Economics
MN165 Communication, Promotion and the Community
LA004 Company Law
GG215 Water Resource Management and Technology
GG218 Waste Technology

Social Justice
CU413 Human Rights and Indigenous Peoples
LA059 Welfare Law
LA522 Human Rights
and any three of the following electives:
LA106 EEO and OH&S Law and Practice
LA113 Family Law and Society
LA520 The Philosophy of Law
LA055 Aboriginals, Islanders and Contemporary Legal Issues
LA048 Legal Project

SY115 Sociology of Inequality
SY111 Contexts of Social Welfare Practice
HS232 Australia from 1788-1988
HS234 Gender and Race in Australian History
LA514 Criminology
CU402 Contemporary Australian Indigenous Societies
CU417 Race and Racism
LA526 International Criminal Justice
PS006 Australian Government and Political Institutions

Licensed Conveyancing
LA004 Company Law
LA108 Legal and Conveyancing Practice
LA107 Conveyancers Professional Practice
AC125 Securities Market Regulation
LA062 Wills and Estates
LA057 Conveyancing Law
LA055 Aborigines, Islanders and Contemporary Legal Issues

Employment and Industrial Relations
LA104 Employment and Industrial Relations Law
LA106 EEO and OH&S Law and Practice
LA055 Aboriginals, Islanders and Contemporary Legal Issues
SY215 Dispute Resolution and Aboriginal Communities
and any three of the following electives:
MN116 Industrial Relations
MN121 Human Resource Management I
MN111 Fundamentals of Management
SY214 Mediation and Dispute Resolution
LA004 Company Law
LA058 Litigation Practice
AC132 Taxation
SY105 Development of Human Resources
MN154 Staff Selection and Appraisal
MN122 Human Resource Management II
LA048 Legal Project
SY117 Sociology of Work
SY100 Current Issues
SY101 The Future of Work
SY102 Work and the Community
SY103 Work in the Australian Context

International Studies
LA521 International Law
plus one of the following units:
CU413 Human Rights and Indigenous Peoples
CU410 International Indigenous Issues
CU415 Comparative Indigenous Legal Issues
plus any four of the following units:
SS210 Australia/Asia
LA048 Legal Project
LA522 Human Rights
LA526 International Criminal Justice
SY131 International Community Development
LA124 International Business Law
MN312 International Trade
MN313 International Management
PS006 Australian Government and Political Institutions

Prison Administration
LA056 Aborigines, Islanders and the Criminal Justice System
and one of the following:
LA514 Criminology
LA061 Drugs Crime and the Law
LA120 Victimology
and eight of the following units †:

Southern Cross University Units
AE302 Emerging Issues in Correctional Services
AS301 Introduction to Human Resource Management
AG302 Young Offenders
AA302 Critical Incident Management
AG301 Community Corrections in NSW
AD302 Planning in Correctional Institutions I
AD303 Planning in Correctional Institutions II
AG303 Women in Correctional Systems

Centre for Professional Development in Corrective Services Units
CAE301 The Prison Population
CAA202 Area Management
CAA201 Introduction to Management of Correctional Institutions
CAE201 History of Corrections
CAA201 Staff and Institutional Supervision

PART D
LA130 Introduction to Law and Contract
LA051 Legal Research and Writing
LA128 Legal Interviewing, Negotiation and Advocacy
LA056 Aborigines, Islanders and the Criminal Justice System
LA131 Business Law
LA054 Family Law Practice
LA053 Foundations of Torts
LA052 Introduction to Land Law
† Not all units listed in Parts B and C will necessarily be offered each semester/year. The offering of any School elective is subject to student numbers, availability of staff and timetabling constraints.
# Not offered in 2000.
† Half-weighted units (worth 75 hours only). These units are available subject to permission of the Centre for Professional Development in Corrective Services.

BACHELOR OF LAWS
BACHELOR OF LAWS WITH HONOURS
(Abbreviated title: LLB/LLB(Hons))

Introduction
The Bachelor of Laws degree is a graduate degree and will consist of three years full-time study:
Year 1 Three double-weighted (300 hours) and two single-weighted (150 hours) compulsory substantive law units.
Year 2 Eight 150 hours compulsory substantive law units.
Year 3 Eight optional 150 hours units.

Law Placements
It is possible for students to gain up to twelve months’ pre-admission experience with a firm of solicitors or in another part of the legal environment. This will take place during the final year where sufficient units will be available externally to allow the completion of placements away from the region.

Rules Governing Candidature
See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. Qualification for Admission
Rules 1(a) and 1(b) of the Generic Rules for Undergraduate Awards do not apply.
(c) Applicants for admission to candidature shall either:
(i) have qualified for any degree of this or another university or other institution approved by the School Board, School of Law and Justice, for this purpose or

(ii) have qualified for, and achieved excellence in, an Associate Degree offered through the School of Law and Justice, or the Associate Degree in Law (Aboriginal Paralegal Studies); or

(iii) have qualifications which in the opinion of the School Board are equivalent to the above.

6. Requirements for an Award

(f) To be eligible for the award of Bachelor of Laws 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;

(ii) eight (8) units from Part B or Part C of the Schedule, but no more than two (2) units being from Part C; and

(iii) have completed a degree or associate degree or hold equivalent qualifications as specified in Rule 1(c)(iii) above.

(g) A candidate may be permitted to enrol in a unit or units other than those specified in these Rules at the discretion of the School Board.

7. Advanced Standing/Credit Transfer/Professional Experience

(b) Candidates who have completed the Associate Degree in Law (Paralegal Studies) or Bachelor of Legal and Justice Studies may be granted advanced standing for up to a total of eight (8) units.

8. Surrender of Award

A candidate who holds the Associate Degree or Diploma in Law (Paralegal Studies) or Associate Degree or Diploma in Law (Aboriginal Paralegal Studies) or the Associate Diploma in Business (Paralegal Studies) and is granted advanced standing on that basis for greater than the equivalent of four (4) units, must surrender the award prior to conferral of the Degree.

9. Law Degree with Honours

(a) A candidate for the award of Bachelor of Laws with Honours shall fulfil the requirements of the Bachelor of Laws award, and in addition:

(i) shall achieve such standard of excellence as the School Board, School of Law and Justice, may from time to time determine;

(ii) shall complete the unit Independent Legal Research*.

(b) For the award of Honours, consideration shall be given to a candidate's academic record throughout the course of study. A candidate who has reached the required standard of excellence referred to in the previous Rule 9(a) may on the recommendation of the School Board, School of Law and Justice, be awarded Honours in one of the following grades:

First Class Honours
Second Class Honours - Division I
Second Class Honours - Division II

* See LA 524.

Schedule of Units

PART A

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>LA051</td>
<td>Legal Research and Writing</td>
</tr>
<tr>
<td>LA111</td>
<td>Legal Process*</td>
</tr>
<tr>
<td>LA507</td>
<td>Criminal Law and Procedure* #</td>
</tr>
<tr>
<td>LA502</td>
<td>Torts* #</td>
</tr>
<tr>
<td>LA503</td>
<td>Contract Law* #</td>
</tr>
<tr>
<td>LA112</td>
<td>Constitutional Law*</td>
</tr>
<tr>
<td>LA114</td>
<td>Evidence and Civil Procedure*</td>
</tr>
<tr>
<td>LA520</td>
<td>The Philosophy of Law</td>
</tr>
<tr>
<td>LA527</td>
<td>Corporations Law*</td>
</tr>
<tr>
<td>LA115</td>
<td>Equity*</td>
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<tr>
<td>LA116</td>
<td>Property Law*</td>
</tr>
<tr>
<td>LA117</td>
<td>Administrative Law*</td>
</tr>
<tr>
<td>LA519</td>
<td>Professional Conduct*</td>
</tr>
</tbody>
</table>

PART B

Part B is identical to Part B in the Double Bachelor of Laws degrees.
PART C
LA 128 Legal Interviewing, Negotiation and Advocacy
LA 056 Aborigines, Islanders and the Criminal Justice System
SY 215 Dispute Resolution and Aboriginal Communities
CU 413 Human Rights and Indigenous Peoples
LA 058 Litigation Practice
LA 054 Family Law Practice
LA 108 Legal and Conveyancing Practice

* To undertake these units, students must be enrolled in the Bachelor of Laws course as well as satisfy pre-requisites specified in the Unit Descriptions entry in this Handbook.

# These units are double-weighted and count as the equivalent of two semester units.

BACHELOR OF APPLIED SCIENCE, BACHELOR OF LAWS
(Abbreviated title: BAppSc, LLB)

BACHELOR OF APPLIED SCIENCE, BACHELOR OF LAWS WITH HONOURS
(Abbreviated title: BAppSc, LLB(Hons))

BACHELOR OF ARTS, BACHELOR OF LAWS
(Abbreviated title: BA, LLB)

BACHELOR OF ARTS, BACHELOR OF LAWS WITH HONOURS
(Abbreviated title: BA, LLB(Hons))

BACHELOR OF BUSINESS, BACHELOR OF LAWS
(Abbreviated title: BBus, LLB)

BACHELOR OF BUSINESS, BACHELOR OF LAWS WITH HONOURS
(Abbreviated title: BBus, LLB(Hons))

BACHELOR OF BUSINESS IN TOURISM, BACHELOR OF LAWS
(Abbreviated title: BBus, LLB)

BACHELOR OF BUSINESS IN TOURISM, BACHELOR OF LAWS WITH HONOURS
(Abbreviated title: BBus, LLB(Hons))

BACHELOR OF HUMAN MOVEMENT SCIENCE, BACHELOR OF LAWS
(Abbreviated title: BHMS, LLB)

BACHELOR OF HUMAN MOVEMENT SCIENCE, BACHELOR OF LAWS WITH HONOURS
(Abbreviated title: BHMS, LLB(Hons))

BACHELOR OF INDIGENOUS STUDIES, BACHELOR OF LAWS
(Abbreviated title: BIndigS, LLB)

BACHELOR OF INDIGENOUS STUDIES, BACHELOR OF LAWS WITH HONOURS
(Abbreviated title: BIndigS, LLB(Hons))
Introduction

The Bachelor of Laws double degree programmes provide students with the choice of completing degrees in more than one School. The double degrees have 40 equivalent semester units including a minimum of 22 law units. The use of work placements has been a fundamental aspect of the graduate law degree and is the feature that most distinguishes Southern Cross University’s law degree from those offered elsewhere. The law double degree programmes provide the opportunity for students to complete their final year internally or externally, thereby allowing a local or distant work placement. To achieve this, students should select the elective units LA122 Law Placement I and LA123 Law Placement II. This will allow them to complete a project relevant to their work experience during this final year as well as a range of external units offered by the School in the fifth year. In some combined degrees there are compulsory or elective units from the second School offering the award in the final year. Students wishing to complete the final year externally will need to check the availability of those units with the relevant School.

In Semester 1 of third year the School will use intensive block teaching strategies for LLB units which have a court based component. That particular semester has been kept free of teaching from other Schools to allow these court visits to be timetabled. The School uses intensive weekend instruction for the teaching of some electives.

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedules below.

1. Qualification for Admission
   (c) shall have completed a minimum of eight (8) units at this or another university and have a level of achievement acceptable to the School Boards.

2. Duration of Course
   (f) Normally, unless the School Boards otherwise determine, a candidate shall be required to complete the requirements of the double degrees in not more than twelve (12) years from the date of commencement.

6. Requirements for the Awards
   (f) To be eligible for the award of a double degree including Law a candidate shall successfully complete not less than the equivalent of forty (40) units and comply with the applicable Schedule attached to these Rules.

   (g) A candidate may be permitted to enrol in a unit other than those specified in the Schedule attached to these Rules at the discretion of the School Board responsible for the unit.

7. Advanced Standing/Credit Transfer/Professional Experience
   (b) (i) Candidates may be granted advanced standing for up to the equivalent of twenty (20) units in total, or eleven (11) law units, or nine (9) non-law units, except for candidates enrolled in the Bachelor of Legal and Justice Studies/Bachelor of Laws course, who may be granted advanced standing for up to twenty (20) law units. A law unit is one offered by the School of Law and Justice.
(ii) Advanced standing will be determined by the School Board responsible for the unit for which advanced standing is being sought, or in the case of unspecified advanced standing, by the School Board responsible for the award in which it is sought.

(iii) In exceptional cases advanced standing greater than the above limits may be granted by the relevant School Board, which shall notify the Academic Board of all instances.

(iv) Candidates who have completed an Associate Degree in Law offered by the School of Law and Justice may be granted advanced standing in the Law degree for up to a total of eight (8) units.

8. Surrender of Award

A candidate who holds the Associate Degree or Diploma in Law (Paralegal Studies) or Associate Degree or Diploma in Law (Aboriginal Paralegal Studies) or the Associate Diploma in Business (Paralegal Studies) and is granted advanced standing on that basis for greater than the equivalent of four (4) units, must surrender the award prior to conferral of the Degree.

Law Degree with Honours

This Rule is the same as Rule 9 of the Bachelor of Laws Rules.

Schedules for Double Degrees including Law

(i) The units LA503 Contract Law, LA502 Torts and LA507 Criminal Law and Procedure are double-weighted units and count as the equivalent of two semester units;

(ii) “law elective” refers to a unit from the Part B Schedule of Elective Law Units;

(iii) any Rules governing unit selection relating to a single degree named in the Double Degree Schedules are deemed to have been met by compliance with that Double Degree Schedule;

(iv) amendments to the semester or year in which a unit is offered require agreement of the relevant School Boards, but do not require Academic Board or Council approval.
## Schedules of Units

### PART A

**Schedules for Double Degrees including Law**

**COURSE STRUCTURE FOR THE BACHELOR OF ARTS/BACHELOR OF LAWS**

<table>
<thead>
<tr>
<th>Year 1</th>
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<th>Second</th>
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<tbody>
<tr>
<td>Year 1</td>
<td>LA 051</td>
<td>Legal Research and Writing</td>
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<tr>
<td>Year 1</td>
<td>LA 111</td>
<td>Legal Process</td>
</tr>
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<td>Year 1</td>
<td>SS333</td>
<td>Learning Technologies and the Academy</td>
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<td>Year 1</td>
<td>SS210</td>
<td>Australia/ Asia</td>
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</table>

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<th>Second</th>
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<tr>
<td>Year 2</td>
<td>LA 112</td>
<td>Constitutional Law</td>
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<tr>
<td>Year 2</td>
<td>First Major 1</td>
<td>LA 502</td>
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<tr>
<td>Year 2</td>
<td>First Major 2</td>
<td>Torts</td>
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<tr>
<td>Year 2</td>
<td>Second Major 1</td>
<td>EN 333</td>
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<tr>
<td>Year 2</td>
<td>Second Major 2</td>
<td>Communication and Culture</td>
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<td>Year 2</td>
<td>First Major 2</td>
<td>PH 201</td>
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<tr>
<td>Year 2</td>
<td>Second Major 2</td>
<td>Ways of Knowing</td>
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<table>
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<td>Year 3</td>
<td>LA 507</td>
<td>Criminal Law and Procedure</td>
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<tr>
<td>Year 3</td>
<td>LA 520</td>
<td>The Philosophy of Law</td>
</tr>
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<td>LA 114</td>
<td>Evidence and Civil Procedure</td>
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<td>Year 4</td>
<td>LA 527</td>
<td>Corporations Law</td>
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<td>Year 4</td>
<td>First Major 4</td>
<td>LA 115</td>
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<td>LA 116</td>
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<td>First Major 3</td>
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<tr>
<td>Year 5</td>
<td>Law elective or Arts elective</td>
<td>First Major 5</td>
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</tbody>
</table>

### Notes to this Table:

The Rules for the Bachelor of Arts degree require the completion of a double major (12 units) or two majors (2 x 6 units).

Candidates must comply with requirements relating to majors as specified in the Rules for the Bachelor of Arts degree.

“First Major 1”, “Second Major 1” and following refers to the first unit in the first major and the first unit in the second major etc.
### COURSE STRUCTURE FOR THE BACHELOR OF BUSINESS/BACHELOR OF LAWS

#### (1) Accounting Strand

<table>
<thead>
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<th>Year</th>
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<tr>
<td><strong>Year 1</strong></td>
<td>DP125 Introductory Computing</td>
<td>MA115 Statistics I</td>
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<tr>
<td></td>
<td>MA051 Business Mathematics</td>
<td>AC141 Accounting and Financial Management I</td>
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<tr>
<td></td>
<td>LA051 Legal Research and Writing</td>
<td>LA502 Torts</td>
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<td></td>
<td>LA111 Legal Process</td>
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<td><strong>Year 2</strong></td>
<td>AC142 Accounting and Financial Management II</td>
<td>MK075 Marketing Principles</td>
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<td></td>
<td>EC102 Applied Microeconomics</td>
<td>AC143 Accounting Principles and Practice</td>
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<td>MN111 Fundamentals of Management</td>
<td>LA503 Contract Law</td>
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<td>LA112 Constitutional Law</td>
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<td><strong>Year 3</strong></td>
<td>LA507 Criminal Law and Procedure</td>
<td>AC146 Management Accounting</td>
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<td>LA520 The Philosophy of Law</td>
<td>EC101 Macroeconomics</td>
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<td></td>
<td>LA114 Evidence and Civil Procedure</td>
<td>LA115 Equity</td>
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**Notes to this Table:**

Students completing the above degree must complete two majors in the Bachelor of Legal and Justice Studies degree from the list of majors contained in the Bachelor of Legal and Justice Studies degree rules. “First Major 1”, “Second Major 1” and following refers to the first unit in the first major and the first unit in the second major etc.

# Any elective includes electives from any units offered at Southern Cross University but does not include the following units: Legal Studies I/ (Introduction to Law and Contract), Legal Studies II/ (Business Law), Introduction to Land Law, Foundation of Torts or Criminal Process. However, candidates who have completed any of these units may apply for advanced standing in up to a maximum of three of the above as “any electives” but not as “law electives”.
## COURSE STRUCTURE FOR THE BACHELOR OF INDIGENOUS STUDIES/BACHELOR OF LAWS

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## Course Structure for the Bachelor of Human Movement Science/Bachelor of Laws

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* A Human Movement elective unit must be selected from the units offered by the School of Exercise Science and Sport Management and includes the unit Exercise for Personal Health.
PART B
Schedule of Elective Law Units

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GRADUATE DIPLOMA IN LAW
(Abbreviated title: GradDipLaw)

Introduction
The Graduate Diploma in Law provides students who already hold a degree with the opportunity to develop a working knowledge of the law. It is designed for those who do not wish to undertake the Bachelor of Laws degree or for students who would not gain entry to that degree on the basis of their undergraduate results. It is of particular assistance to teachers of Legal Studies at Higher School Certificate level.

The Graduate Diploma is one year in duration if studied full-time, or two years if studied on a part-time basis. It is available at the Lismore Campus, or on an external basis. It consists of eight semester equivalent units. Three units are compulsory and the five remaining units may be selected from any units (Paralegal Studies and Bachelor of Laws) offered by Law and Justice and other Schools subject to Course Co-ordinator approval; availability and pre-requisites.

The Graduate Diploma is structured so that specific units may be designed for industry needs where this is appropriate, or will allow students to follow more generic studies in law drawn from existing offerings in the School’s Associate Degrees in Law. Where a student’s academic performance indicates that she/he may succeed in units from the Bachelor of Laws degree, students will be permitted to enrol in units from that course with the approval of the Course Co-ordinator.

Students who complete the Graduate Diploma may gain some advanced standing in the Bachelor of Laws degree, depending on the units studied.

Rules Governing Candidature

1. Interpretation
In these Rules unless otherwise specified:

Head of School is a reference to the Head, School of Law and Justice;

School means the School of Law and Justice;

unit is a discrete component of a degree, normally 150 hours in duration. Double-weighted units are the equivalent of two (2) 150 hour units.

2. Qualification for Admission
A candidate for the Graduate Diploma in Law, in addition to complying with the requirements of any other rule relating to enrolments, shall either:

(a) have qualified for any degree of this or another university or other institution approved by the School Board, School of Law and Justice for this purpose; or
3. Requirements for the Graduate Diploma in Law

(a) To be eligible for the award of the Diploma a candidate shall:
   (i) complete not less than the equivalent of eight (8) 150 hour units;
   (ii) comply with the Schedule of Units.

(b) The Head of School may permit a candidate to enrol in a unit or units other than, or in place of, a law unit specified in the Schedule of Units including units or modules offered by other Schools and Centres, or other universities.

(c) The candidate shall select units for which completion is concurrently possible under the lecture timetable or other delivery mode in force from time to time.

4. Duration of Course

Unless the Head of School otherwise determines, a candidate shall complete the requirements for the Graduate Diploma in Law in not more than five (5) years from the date of commencement.

5. Enrolment

Unless the Head of School otherwise determines:

(a) a candidate shall remain enrolled for the duration of each semester;

(b) a candidate shall not enrol in more than the equivalent of five (5) 150 hour units in any one semester.

6. Completion of a Unit

A candidate shall have completed a unit when a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9.

7. Advanced Standing

Advanced standing is not granted in this course. However, if a candidate is able to demonstrate competence in one or more units in the course by virtue of undergraduate study, the candidate may apply to the Course Co-ordinator to substitute other units for those in which competency is established. Unit substitution does not reduce the number of units required to complete the course.

8. Admission to the Graduate Diploma

To qualify for admission to the Graduate Diploma in Law a candidate shall:

(a) gain credit in accordance with these Rules for each of the units listed in Part A and a further five (5) units from any units offered by the School of Law and Justice subject to availability and satisfaction of pre-requisites;

(b) complete a research essay of between 6,000 and 8,000 words on a topic approved by the Course Co-ordinator in the unit LA 048 Legal Project.

The following Schedule forms part of these Rules:

Schedule of Units

PART A

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>LA 130</td>
<td>Introduction to Law and Contract</td>
</tr>
<tr>
<td>LA 051</td>
<td>Legal Research and Writing</td>
</tr>
<tr>
<td>LA 048</td>
<td>Legal Project</td>
</tr>
</tbody>
</table>

BACHELOR OF LEGAL AND PROFESSIONAL STUDIES
(abbreviated title: BLeg&ProfStudies)

Introduction

The Bachelor of Legal and Professional Studies was designed and developed specifically for Queensland Police Service personnel. The award builds on the workplace training embodied in the Constable Development Program offered internally by the Queensland Police Service and admission is available to those who are completing or have completed the Constable Development Program.
Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this University Handbook, in conjunction with specific Rules and the Schedule of Units below.

For the purpose of these Rules the relevant definitions contained in the Glossary apply subject to the following amendments:

(a) “Centre” means the Centre for Professional Development in Legal and Professional Studies;
(b) “candidate” means a person enrolled in the University as a student, or registered as a student in the Centre;
(c) “unit” means a component of a course and includes equivalent units offered by the Centre.

1. Qualification for Admission

(c) In addition to satisfying the University’s Admission Rules a candidate must provide evidence that:
   (i) they are a serving member of the Queensland Police Service; and
   (ii) they have successfully completed the following Queensland Police Service in-service courses, or their equivalent:

   Police Recruit Operational Vocational Education Program
   First Year Constable Program
   Constable Development Program

2. Duration of Course

(f) Unless the School Board otherwise determines, a candidate for the degree shall complete the requirements of the award in not more than eight (8) semesters from initial enrolment.

3. Enrolment

(c) Unless the School Board otherwise determines, a candidate may only enrol in units approved by the Academic Programs Co-ordinator prior to enrolment.

6. Requirements for an Award

(f) To be eligible for the award of the Bachelor of Legal and Professional Studies, a candidate must successfully complete the equivalent of twenty-four (24) Southern Cross University units.

Normally, equivalence in relation to this award means:

(i) completion of the Police Recruit Operational Vocational Education Program; and
(ii) completion of the First Year Constable Program; and
(iii) completion of the Constable Development Program, including the four Southern Cross University assessment tasks; and
(iv) completion of not less than four (4) Southern Cross University units from the Schedule of Units attached to these Rules – a minimum of two (2) units from Part A and the balance from either Part A or Part B of the Schedule.

7. Advanced Standing/Credit Transfer/Professional Experience

(b) The School Board may grant a candidate advanced standing for up to the equivalent of sixteen (16) units on the basis of in-service courses successfully completed through the Queensland Police Service Academy or equivalent.

(c) A candidate who has successfully completed additional University-determined assessment tasks relating to the Constable Development Program offered by the Queensland Police Service Academy may be granted advanced standing for up to four (4) units.

(d) The maximum equivalent units for which advanced standing may be granted shall be twenty (20).

Schedule of Units

PART A
Any unit offered by the School of Law and Justice.

PART B
Any undergraduate unit offered by the University.
MASTERS DEGREE BY RESEARCH
DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by research and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.
School of Multimedia and Information Technology
(located at Coffs Harbour and Lismore)

Head of School
B.A. Wilks BSc(Hons)(ANU), MSc(Qld)

The School offers a range of undergraduate and postgraduate coursework and research programmes in information technology, multimedia, software engineering, computer science, information systems and business computing. These may be taken as a single specialisation or in combination with other areas in business, management, sciences and arts to provide a broader preparation for future professionals. Some of these programmes can be studied internally or externally in Australia as well as overseas.

The School offers the following programmes:

- Associate Degree of Information Technology
- Bachelor of Information Technology
- Bachelor of Information Technology with Honours
- Associate Degree in Multimedia
- Bachelor of Multimedia
- Bachelor of Applied Computing
- Bachelor of Business (Computing)
- Bachelor of Business with Honours
- Bachelor of Accounting, Bachelor of Information Technology
- Bachelor of Information Technology, Bachelor of Laws
- Graduate Certificate in Educational Multimedia
- Graduate Diploma in Educational Multimedia
- Master of Educational Multimedia
- Graduate Certificate of Information Systems
- Graduate Diploma of Information Systems
- Master of Information Systems
- Master of Business (by Research)*
- Master of Education (by Research)*
- Master of Science (by Research)*
- Doctor of Philosophy*

* Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.
ASSOCIATE DEGREE OF INFORMATION TECHNOLOGY
(Abbreviated title: AssocDegInfTech)

Introduction
The Associate Degree of Information Technology is designed as an entry level programme for the preparation of para-professionals in the computing industry. It normally requires two years of full-time study or equivalent part-time.

It may be studied on campus (full-time or part-time) or externally (part-time only).

Admission to the course is not limited to matriculants. Successful Associate Degree graduates may proceed to the full Bachelor programme which requires one further year of full-time study or its equivalence.

Professional Recognition
The Associate Degree of Information Technology has been accredited by the Australian Computer Society at Level 2.

Rules Governing Candidature
See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award
(f) To be eligible for the award of the Associate Degree of Information Technology, a candidate shall successfully complete not less than sixteen (16) units comprising:
   (i) all twelve (12) units in Part A of the Schedule of Units attached hereto;
   (ii) two (2) units in either (i) or (ii) of Part B of the Schedule; and
   (iii) two (2) elective units.

(g) A candidate who while enrolled for the Bachelor of Applied Science (Computing) or the Bachelor of Information Technology has completed the requirements for the Associate Degree of Information Technology may elect to be awarded the Associate Degree following withdrawal from candidature for the Bachelors degree.

Schedule of Units

PART A
MN111 Fundamentals of Management
DP240 Data Communications and Networks
DP221 Introduction to Information Technology
DP239 Object Oriented Programming
DP245 Principles of Programming
DP228 Database Systems I
DP246 Client/Server Systems
MA115 Statistics I
DP243 Systems Analysis and Design
DP242 Object Oriented Design
MA213 Discrete Mathematics
BS100 Organisational Behaviour

PART B
(i) AC141 Accounting and Financial Management
   or
   DP234 Operating Systems and Computer Architecture*
(ii) DP235 Applications Development, or
    DP205 Data Structures
* Not offered in 2000.

NB This course structure follows the first two years of the Bachelor of Information Technology.

BACHELOR OF INFORMATION TECHNOLOGY
(Abbreviated title: BInfTech)

Introduction
The Bachelor of Information Technology aims to prepare high quality graduates capable of meeting the demands of the Information Technology profession. The skills acquired in this course can lead to a variety of careers in the information technology industry: for example programmers, systems analysts, business analysts, software engineers, computer scientists, database administrators, data communications and network specialists, project managers, etc. Job opportunities exist in private enterprises as well as in Local Government, State and Federal Public Service Departments.
This course takes three years of full-time or six years of part-time study or the equivalent. It may be studied on campus (full-time or part-time) or externally (part-time only).

The Bachelor of Information Technology replaced the former Bachelor of Applied Science (Computing) programme. Students first enrolled in the Bachelor of Applied Science (Computing) prior to 1996 are advised to refer to previous Handbooks for details of the earlier degree structure.

**Major or Specialisation**

Students enrolled in the Bachelor of Information Technology may choose from three majors:

1. Software Engineering
2. Information Systems
3. Interactive Multimedia

The Software Engineering major is concerned with the technical aspect of Information Technology. It is essentially an applied computer science course with an emphasis on the development and re-engineering of software.

The Information Systems major is concerned with the application of information technology and offers units from a diverse range of business disciplines, enabling its graduates to interact with other professionals in accounting, marketing, finance, law and economics.

The Interactive Multimedia major provides students with the opportunity to specialise in the area of digital and interactive multimedia. Students will develop a comprehensive understanding of the integration of text, graphics, audio and animation using state-of-the-art development tools.

The Bachelor of Information Technology requires the completion of a total of 24 semester units consisting of:

- 12 core units - units which are common to all Bachelor of Information Technology students;
- 8 major units - advanced units which provide the specialisation in the majors areas;
- 2 computing elective units - units which are related to or support the area of specialisation chosen by the students and must be related to the Information Technology discipline;
- 2 elective units - units in which students have complete freedom to choose. These may include any degree unit from the offerings of the University.

**Elective Units**

Students may choose their “free” elective units from any other degree units offered by the University. When choosing electives, normal pre-requisite requirements must be observed. Students will not be allowed to enrol in units which have substantial content overlap with units in the course. Students are advised to consult with the course co-ordinator in planning the choice of elective units.

**Independent Studies**

Provision exists for students to undertake units in the Independent Study mode (see Glossary). Specific proposals need to be formulated in consultation with a supervisor and submitted in unit outline format. These units can only be undertaken with the approval of the Head of School.

**Professional Recognition**

The Bachelor of Information Technology has been accredited by the Australian Computer Society at Level 1, the highest level.

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**Rules Governing Candidature**

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

**6. Requirements for the Degree**

(f) To be eligible for the award of Bachelor of Information Technology degree, a candidate shall successfully complete not less than twenty-four (24) units comprising:

(i) twelve (12) units from Part A of the Schedule of Units attached to these Rules;

(ii) an eight (8) unit major sequence from Part B of the Schedule;

(iii) two (2) units selected from either Part C and/or additional units in
Part B of the Schedule; and
(iv) two (2) elective units.

7. Advanced Standing/Credit Transfer/Professional Experience

(b) Candidates who have completed an Associate Degree of this University may be granted advanced standing for up to sixteen (16) units.

Schedule of Units

| PART A |
|------------------|------------------|
| DP221 Introduction to Information Technology | MA213 Discrete Mathematics |
| MA115 Fundamentals of Management | MA115 Statistics I |
| DP240 Data Communications and Networks | DP243 Systems Analysis and Design |
| BS100 Organisational Behaviour | DP242 Object Oriented Design |
| DP228 Database Systems I | DP245 Principles of Programming |
| DP246 Client/Server Systems | |

PART B

Information Systems

| DP236 Artificial Intelligence |
| DP231 Computing Project |
| DP223 Software Engineering |
| DP230 Information Resources Management |
| AC141 Accounting and Financial Management I |
| DP235 Applications Development |
| DP227 Decision Support Systems |
| DP222 Computer Control, Auditing and Security |

Software Engineering

| DP205 Data Structures |
| DP236 Artificial Intelligence |
| DP231 Computing Project |
| DP223 Software Engineering |
| DP230 Information Resources Management |
| DP234 Operating Systems and Computer Architecture* |
| DP245 Principles of Programming |
| DP246 Client/Server Systems |
| DP238 Interface Development and Evaluation |
| DP217 Programming Languages |

Interactive Multimedia

| ME321 Interactive Multimedia Development I |
| ME322 Interactive Multimedia Development II |

ME323 Interactive Multimedia Development III
ME324 Digital Media I
ME325 Digital Media II
ME326 Digital Media III
DP231 Computing Project
DP236 Artificial Intelligence

PART C

AC120 Accounting Information Systems
LA125 Information Technology and the Law
ME311 Multimedia Issues
MA219 Numerical Analysis
* Not offered in 2000.

BACHELOR OF INFORMATION TECHNOLOGY WITH HONOURS
(Abbreviated title: BInfTech(Hons))

Introduction

The Honours course is a separate fourth year of study which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student’s research potential and introduce students to basic research training.

Course Structure

To qualify for the Bachelor of Information Technology with Honours degree, a candidate is required to successfully complete the year-long Honours unit;

DP802 Computing 401

This unit involves three-eighths (3/8) of coursework and five-eighths (5/8) of research cumulating in the submission of an honours research thesis.
**Major Study**

Students enrolled in the Bachelor of Multimedia may choose from the following majors:

1. Interactive Learning
2. Human Resources
3. Software Engineering
4. Media Theory and Analysis
5. Law and Technology
6. Business
7. Marketing
8. Sport Management

The Bachelor of Multimedia requires the completion of a total of 24 semester units consisting of:

1. 16 core units - units which are common to all Bachelor of Multimedia students;
2. 6 major units - advanced units which provide specialisation in one of the majors areas;
3. 2 elective units - units are selected, either from those offered as part of the programme or from other programmes such as the Bachelor of Information Technology, Bachelor of Business or Bachelor of Social Science.

**Independent Studies**

Provision exists for students to undertake units in the Independent Study mode (see Glossary). Specific proposals need to be formulated in consultation with a supervisor and submitted in unit outline format. These units can only be undertaken with the approval of the Head of School.

**Rules Governing Candidature**

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

3. **Enrolment**

   (c) A candidate may achieve accelerated progression by enrolling, with the approval of the School Board, in additional units which may be offered from time to time in a flexible delivery
6. Requirements for an Award

(f) To be eligible for the award of Bachelor of Multimedia, 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 either

(ii) six (6) units from one major sequence of units in Part B of the Schedule, and two (2) elective units, which may include units from Part B of the Schedule; or

(iii) eight (8) elective units, which may include units from Part B of the Schedule.

(g) To be eligible for the award of Associate Degree in Multimedia, a candidate shall successfully complete not less than sixteen (16) units comprising all units listed in Part A of the Schedule of Units attached to these Rules.

(h) A candidate who while enrolled in the Bachelor of Multimedia has completed the requirements for the Associate Degree in Multimedia may elect to be awarded the Associate Degree in Multimedia following withdrawal from candidature for the Bachelor's degree.

7. Advanced Standing/Credit Transfer/Professional Experience

(b) Candidates who have completed the requirements of the Associate Degree in Multimedia may be granted advanced standing for up to sixteen (16) units in the Bachelor of Multimedia.

(c) Candidates who have completed the requirements for TAFE Course 3610, Level 4 Certificate in Information Technology (Multimedia), may be granted advanced standing for eight (8) specified units in the Bachelor of Multimedia.

(d) The School Board may grant candidates advanced standing for up to three (3) units on the basis of work or units successfully completed at this University or another tertiary institution acceptable to the School Board provided that the units so completed are considered to be equivalent to a unit or units in the Schedule.

Schedule of Units

PART A

- EN204 Communication: Theory and Practice
- EN402 Scriptwriting
- ME301 Electronic Networking and the Internet
- ME311 Multimedia Issues
- ME321 Interactive Multimedia Development I
- ME322 Interactive Multimedia Development II
- ME323 Interactive Multimedia Development III
- ME324 Digital Media I
- ME325 Digital Media II
- ME326 Digital Media III
- ME331 Multimedia Design Project
- ME333 Multimedia Development Project
- ME439 Foundations in Media Studies
- MN111 Fundamentals of Management
- SY106 Group Processes
- ME350 Multimedia Design

PART B

Interactive Learning

- ME300 Principles of Educational Multimedia
- ME312 Instructional Design I
- ME313 Instructional Design II
- ME314 Instructional Design III
- ME330 Multimedia Design Update
- ME332 Multimedia Development Update

Human Resources

- MN121 Human Resource Management I
- MN122 Human Resource Management II
- SY105 Development of Human Resources
- MN156 Leadership
- MN167 Supervision and Teamwork
- MN166 Managing Change

Software Engineering

- DP245 Principles of Programming
- DP243 Systems Analysis and Design
- DP239 Object Oriented Programming
DP228 Database Systems I
DP246 Client/Server Systems
DP223 Software Engineering

**Media Theory and Analysis**
CM401 Cross Cultural Film Studies
ME445 Media, Culture and Ideology
ME446 International Media Studies
ME447 Media and New Technologies Studies
ME448 Asian Media Studies
LA403 Media Ethics and Law

**Law and Technology**
LA051 Legal Research and Writing
LA130 Introduction to Law and Contract
LA131 Business Law
LA125 Information Technology and the Law
LA121 Intellectual Property
LA525 Cyberlaw

**Business**
MK075 Marketing Principles
LA130 Introduction to Law and Contract
AC141 Accounting and Financial Management I
MK102 Consumer Behaviour
EC101 Macroeconomics, or
EC102 Microeconomics
AC142 Accounting and Financial Management II, or
MA115 Statistics

**Marketing**
MK075 Marketing Principles
MK102 Consumer Behaviour
MK103 Promotion and Advertising
LA130 Introduction to Law and Contract
plus any two (2) units selected from the following list:
LA105 Marketing Law and Ethics
MK104 Media Strategies
MK105 Sales Management
MK106 Market Research
MK107 Export Marketing
MK110 Retail Marketing
MK111 Services Marketing

**Sport Management**
MN301 Sport and Exercise Management I
plus any seven (7) units selected from the following:
AC320 Financial Management for Sport and Exercise
LA202 Sport and the Law
MK206 Public Relations in Sport and Exercise
MN307 Sports Policy and Planning
MK320 Sport and Exercise Marketing
MN303 Personnel Management in Sport
MN304 Facility Planning and Design
MN305 Facility Programming and Management
MN306 Entrepreneurship in Sport and Exercise
HM220 Graduating Seminar †
HM301 Research Design in Sport Science †

**PART C**
Students can select a unit from any School, subject to that unit being available and consistent with the ability of the School to deliver that unit.

* Due to professional requirements, a major study in Sport Management requires the completion of eight (8) units from Part B.
† Students contemplating an Honours year will be required to complete this unit.

**BACHELOR OF APPLIED COMPUTING**
(Abbreviate title: BAppComp)

**Introduction**
This degree is a fully articulated programme of study that provides a clear pathway from technical education (TAFE) to university education taking advantage of both systems. The course comprises three years of full-time study (or part-time equivalent) with the first 1.5 years at TAFE and the remaining 1.5 years on-campus at Southern Cross University.

The aim of this course is to produce quality graduates in the area of technical service and end-user support personnel who blend the technical competency of a skilled practitioner with the intellectual rigour of a degree graduate. It attempts to preserve the integrity of the applied and hands-on nature of TAFE training and at the same time impart the capacity for critical analysis, logical reasoning and scientific scholarship and mature thinking which is the essence of University education.

Students following this articulated pathway may be eligible for awards from both TAFE and Southern Cross University:
Certificate Level 3 in Information Technology (Foundation) by TAFE
Certificate Level 4 in Information Technology (PC Support) by TAFE
Certificate Level 4 in Information Technology (Network Support) by TAFE
Diploma of Information Technology (PC and Network Support) by TAFE
Bachelor of Applied Computing by Southern Cross University

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. Qualification for Admission
   (c) Shall have successfully completed units at a satisfactory level from the New South Wales TAFE Diploma of Information Technology.

6. Requirements for an Award
   (f) To be eligible for the award of Bachelor of Applied Computing, a candidate shall successfully complete not less than twenty-four (24) units comprising:
      (i) the requirements for the Diploma of Information Technology (PC and Network Support) from TAFE NSW or the equivalent Diploma from another State; and
      (ii) not less than twelve (12) units as listed in the Schedule of Units attached to these Rules.

7. Advanced Standing/Credit Transfer/Professional Experience
   (b) The School Board will not grant advanced standing for the unit DP231 Computing Project.

Schedule of Units

DP230 Information Resources Management
DP242 Object Oriented Design
DP239 Object Oriented Programming
DP243 Systems Analysis and Design
DP223 Software Engineering

BACHELOR OF BUSINESS
(Abbreviated title: BBus)

Computing Major

For students interested in the applications of computing in business and commerce, the Bachelor of Business, with a Computing Major, will be an appropriate course of study.

The Bachelor of Business with a Computing Major requires three years full-time or equivalent part-time study. It is designed for the preparation of business computing professionals in a commercial environment. Students are required to do an introductory year in general business subjects before taking up a major in Computing.

Computing may be studied as a single major or in conjunction with another field as a double major. Some popular double majors are Accounting and Computing, Computing and Marketing, Computing and Finance and Banking, etc. See Generic Rules in Business, Commerce and Management, Multimedia and Information Technology and the relevant component of the Schedule of Units appearing in the Rules entry in this Handbook (Part B) for a full list of double majors.

Graduates of the course are likely to find employment with banks, finance companies, accounting firms, service industries and other businesses in both the public and private sectors.

Professional Recognition

The Bachelor of Business with a Computing Major is accredited by the Australian Computer Society at Level 2.

If students wish to gain Level 1 Australian Computer Society accreditation under the Bachelor of Business programme, he/she must take four (4) additional units from “DP” units offered by the School of Multimedia and Information Technology.

Admission

A person before being admitted to candidature
for the degree of Bachelor of Business shall either:
(a) have gained the Higher School Certificate and have attained at the examination for that Certificate the aggregate marks determined from time to time by the Academic Board; or
(b) have such other qualifications or experience as may be acceptable to the Academic Board.

Rules Governing Candidature
See Generic Rules in Business, Commerce and Management, Multimedia and Information Technology and the relevant component of the Schedule of Units appearing in the Rules entry in this Handbook (Part B).

Attention is drawn to the note preceding the Bachelor of Business entry in the Schedule of Units attached to the Rules.

BACHELOR OF BUSINESS WITH HONOURS
(Abbreviated title: BBus(Hons))

Computing Major

Introduction
The Honours course is a separate fourth year of study which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student’s research potential and introduce students to basic research training.

For those interested in the applications of information technology in business or commerce the Bachelor of Business with Honours degree is available in the area of computing.

Course Structure
To qualify for the Bachelor of Business with Honours degree in the area of computing, a candidate is required to successfully complete the year-long Honours unit:

DP801 Computing 400.

This unit involves three-eighths (3/8) of coursework and five-eighths (5/8) of research cumulating in the submission of an honours research thesis.

Rules Governing Candidature
Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

BACHELOR OF ACCOUNTING, BACHELOR OF INFORMATION TECHNOLOGY
(Abbreviated title: BAcc,BInfTech)

Students who are interested in both the fields of Information Technology and Accounting may enrol in a combined degree of Bachelor of Accounting, Bachelor of Information Technology with an Information Systems Major.

The School of Multimedia and Information Technology and the School of Commerce jointly administer the programme.

The combined double award programme requires completion of thirty-six (36) semester units which is the equivalent of four and a half years of full-time study. Students who perform well may be permitted to accelerate their studies and complete the double award in four years with the approval of the Heads of both Schools.

Rules Governing Candidature
See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for an Award
(f) To be eligible for the award of the Bachelor of Accounting, Bachelor of Information Technology combined degree, a candidate shall successfully
complete not less than thirty-six (36) units comprising:

(i) nineteen (19) units from Part A of the Schedule of Units attached to the Bachelor of Accounting Rules;

(ii) three (3) advanced units selected from Part B of the Bachelor of Accounting Schedule;

(iii) two (2) elective units;

(iv) twelve (12) units from Part A of the Schedule of Units attached to the Bachelor of Information Technology Rules;

(v) the eight (8) unit Information Systems major from Part B of the Bachelor of Information Technology Rules;

(vi) two (2) units and two (2) elective units not already completed, either from Part B or Part C of the Bachelor of Information Technology Rules.

The Bachelor of Accounting requirements are satisfied by:

1. deeming the two electives to have been satisfied by completion of units from the Bachelor of Information Technology;
2. deeming DP221 Introduction to Information Technology to be a substitute unit for DP125 Introductory Computing.

The Bachelor of Information Technology requirements are satisfied by:

1. deeming the two electives and two units from Part B or C to have been satisfied by completion of units from the Bachelor of Accounting;
2. deeming MA051 Business Mathematics to be a substitute unit for MA213 Discrete Mathematics.

Students are advised to consult the Course Coordinators for Accounting and Information Technology in relation to the selection and sequencing of units.

Schedule of Units

Refer to Schedules of Units attached to the Rules for the Bachelor of Accounting and Bachelor of Information Technology degrees.

Course Sequence

A typical course sequence for full-time study is illustrated below:

Semester 1
AC141 Accounting and Financial Management I
DP245 Principles of Programming
DP221 Introduction to Information Technology
MA051 Business Mathematics

Semester 2
AC142 Accounting and Financial Management II
AC143 Accounting Principles and Practice
DP239 Object Oriented Programming
MA115 Statistics I

Semester 3
LA130 Introduction to Law and Contract
AC145 Financial Reporting
EC102 Applied Microeconomics
DP243 Systems Analysis and Design

Semester 4
LA131 Business Law
EC101 Macroeconomics
LA004 Company Law
DP228 Database Systems I

Semester 5
DP240 Data Communications and Networks
DP246 Client/Server Systems
AC130 Auditing
MN111 Fundamentals of Management

Semester 6
DP242 Object Oriented Design
AC146 Management Accounting
DP235 Applications Development
DP222 Computer Control, Auditing and Security

Semester 7
DP236 Artificial Intelligence
DP237 Decision Support Systems
AC132 Taxation
Advanced unit*

Semester 8
AC106 Accounting Theory
DP223 Software Engineering
AC147 Managerial Finance
DP230 Information Resources Management
BACHELOR OF INFORMATION TECHNOLOGY, BACHELOR OF LAWS
(Abbreviated title: BInfTech, LLB)

Students who are interested in both the fields of Information Technology and Law may enrol in the combined degree of Bachelor of Information Technology, Bachelor of Laws.

The programme is jointly administered by the School of Multimedia and Information Technology and the School of Law and Justice.

The combined double award programme requires completion of forty (40) semester units which is the equivalent of four and a half years of full-time study. Students who perform well may be permitted to accelerate their studies and complete the double award in four years with the approval of the Heads of both Schools.

The combined degree Rules are included in the School of Law and Justice entry in this Handbook.

Rules Governing Candidature

The relevant rules for the two programmes, Bachelor of Information Technology and Bachelor of Laws apply. Students are advised to consult with the Heads of both Schools to plan for the programme of study.

Course Sequence

A typical course sequence for full-time study is illustrated below:

**Semester 1**
- DP221 Introduction to Information Technology
- DP245 Principles of Programming
- LA051 Legal Research and Writing
- LA111 Legal Process

**Semester 2**
- AC141 Accounting and Financial Management I
- DP239 Object Oriented Programming
- LA502 Torts*

**Semester 3**
- DP240 Data Communications and Networks
- DP243 Systems Analysis and Design
- MA213 Discrete Mathematics
- LA112 Constitutional Law

**Semester 4**
- DP235 Applications Development
- MA115 Statistics I
- LA503 Contract Law*

**Semester 5**
- LA507 Criminal Law and Procedure*
- LA113 Family Law and Society
- LA114 Evidence and Civil Procedure

**Semester 6**
- DP242 Object Oriented Design
- DP228 Database Systems I
- LA115 Equity
- LA116 Property Law

**Semester 7**
- DP222 Computer Control, Auditing and Security
- DP246 Client/Server Systems
- MN111 Fundamentals of Management
- LA117 Administrative Law

**Semester 8**
- DP231 Computing Project
- DP230 Information Resources Management
- LA118 Environmental Law
- LA520 The Philosophy of Law

**Semester 9**
- DP236 Artificial Intelligence
- DP237 Decision Support Systems
- Law Elective
- Law Elective

**Semester 10**
- LA125 Information Technology and the Law
- LA004 Company Law
- Law Elective
- Law Elective

* Double-weighted units.
Introduction

This is a coursework degree programme designed for trainers, teachers and educational specialists who wish to enhance their knowledge and understanding of interactive learning.

The overall programme aims to develop comprehensive skills and knowledge in the foundations of educational multimedia, the design and development of educational multimedia applications and to extend the knowledge-base of educational multimedia through research endeavours. Graduates will be able to apply their knowledge and skills to the application of technology to support training and education.

The Master of Educational Multimedia may be completed by full-time study with four units per trimester over three trimesters, or by part-time study (Australian students only) with two units per trimester over six trimesters.

The programme is delivered by a mixture of distance-learning mode and (optional) on-campus learning support. Potential candidates should contact the School for further details.

Rules Governing Candidature

1. Qualification for Admission
   (a) To be admitted to the candidature of the Master of Educational Multimedia, applicants must:
      (i) hold a Bachelor degree (or equivalent qualification) from a university or a recognised tertiary institution; or
      (ii) have completed the Graduate Diploma in Educational Multimedia; or
      (iii) have demonstrated academic or professional standing considered by the School of Multimedia and Information Technology to be equivalent to the requirements of either (i) or (ii).

   (b) To be admitted to the candidature of the Graduate Diploma in Educational Multimedia, applicants must:
      (i) hold a Bachelor degree (or equivalent qualification) from a university or a recognised tertiary institution; or
      (ii) have completed the Graduate Certificate in Educational Multimedia; or
      (iii) have demonstrated academic or professional standing considered by the School of Multimedia and Information Technology to be equivalent to the requirements of either (i) or (ii).

   (c) To be admitted to the candidature of the Graduate Certificate in Educational Multimedia, applicants must:
      (i) hold a Bachelor degree (or equivalent qualification) from a university or a recognised tertiary institution; or
      (ii) have demonstrated academic or professional standing considered by the School of Multimedia and Information Technology to be equivalent to the requirements of (i).

2. Requirements for the Award
   (a) To be eligible for the award of the degree of Master of Educational Multimedia, a candidate shall complete no less than twelve (12) units including:
      (i) four (4) units chosen from Part A of the Schedule of Units annexed to these Rules; and
      (ii) four (4) units chosen from Part B of the Schedule of Units annexed to
these Rules; and
(iii) four (4) units chosen from Part C of the Schedule of Units annexed to these Rules.

(b) In special circumstances, a candidate for the Master of Educational Multimedia degree, may have a course of study approved by the Head of School comprising proportions of units different from that prescribed above.

(c) To be eligible for the award of the Graduate Diploma in Educational Multimedia, a candidate shall complete no less than eight (8) units, including:
(i) four (4) units chosen from Part A of the Schedule of Units annexed to these Rules; and
(ii) four (4) units chosen from Part B of the Schedule of Units annexed to these Rules.

(c) To be eligible for the award of the Graduate Certificate in Educational Multimedia, a candidate shall complete not less than a total of four (4) units from Part A in the Schedule of Units annexed to these Rules.

4. Enrolment

Except with the permission of the Head of School:

(a) a candidate shall remain enrolled in at least two out of the three trimesters in a given 12 months cycle;

(b) a full-time candidate shall normally enrol in not more than four (4) units in any trimester;

(c) a part-time candidate shall normally enrol in not less than two (2) units in any trimester.

5. Completion of a Unit

A candidate shall be deemed to have completed a unit when either:

(a) in the assessment for that unit, the candidate has obtained a grade other than a grade of Fail or Unsatisfactory, as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

6. Advanced Standing

(a) At the discretion of the School Board, a candidate may be granted advanced standing for up to:
(i) six (6) units in the Master of Educational Multimedia;
(ii) four (4) units in the Graduate Diploma in Educational Multimedia; and
(iii)two (2) units in the Graduate Certificate in Educational Multimedia

on the basis of units completed at this University or at another university or tertiary institution prior to admission to candidacy for the Master of Educational Multimedia, provided that those units have not been counted towards another qualification and they have a reasonable degree of
correspondence to units prescribed for the coursework programme.

(b) Candidates who have completed the requirements of the Graduate Certificate in Educational Multimedia may be granted advanced standing for up to four units in the Master of Educational Multimedia or the Graduate Diploma in Educational Multimedia.

(c) Candidates who have completed the requirements of the Graduate Diploma in Educational Multimedia may be granted advanced standing for up to eight units in the Master of Educational Multimedia.

(d) Notwithstanding, the total advanced standing in the Masters degree and the Graduate Diploma, based on units other than those in the Graduate Certificate in Educational Multimedia or the Graduate Diploma in Educational Multimedia, shall not exceed 50% of the course.

7. Exemption

At the discretion of the Head of School, a candidate may be granted exemption for up to a maximum of three (3) units from Part A of the Schedule of Units annexed to these Rules, on the basis of completion of equivalent units which have been counted as part of an award at this or another university or other institution, other than the Graduate Certificate or Graduate Diploma in Educational Multimedia. A candidate granted such exemption shall choose alternative units approved by the Head of School.

8. Admission to the Awards

(a) A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the degree of Master of Educational Multimedia, the Graduate Diploma in Educational Multimedia, or the Graduate Certificate in Educational Multimedia as appropriate.

(b) A candidate granted advanced standing under Rule 6(b) must surrender the Graduate Certificate prior to the conferral of the degree or diploma.

(c) A candidate granted advanced standing under Rule 6(c) must surrender the Graduate Diploma prior to the conferral of the degree.

Schedule of Units

PART A
ME340 Educational Multimedia Foundations
ME341 Educational Multimedia Development I
ME342 Computer Mediated Communication
ME343 Educational Multimedia Evaluation

PART B
ME344 Educational Multimedia Design
ME345 Educational Multimedia Development II
ME346 Educational Multimedia Development Project*

PART C
ME347 Research Methods for Educational Multimedia
ME348 Research Issues in Educational Multimedia
ME349 Educational Multimedia Research Project*

* Double-weighted units.

GRADUATE CERTIFICATE OF
INFORMATION SYSTEMS
(Abbreviated title: GradCertInfSys)

GRADUATE DIPLOMA OF
INFORMATION SYSTEMS
(Abbreviated title: GradDiplInfSys)

MASTER OF INFORMATION
SYSTEMS
(Abbreviated title: MInfSys)

Introduction

This is a coursework degree programme designed for graduates from fields other than computing who wish to enter into the IT profession. With an emphasis in the development and applications of information systems, the primary objective of the Master of Information Systems course is to provide an up-
to-date programme of study which blends modern principles and theories of computing with practical applications of Information Technology in organisations.

The Master of Information Systems may be completed by full-time study with four units per trimester over three trimesters, or by part-time study (Australian students only) with two units per trimester over six trimesters.

The programme is delivered by a mixture of distance-learning mode and (optional) on-campus learning support. While many students prefer formal contact with lecturers, the on-campus tutorials and workshops are optional, so it may be studied in pure distance learning mode. Potential candidates should contact the School for further details.

Rules Governing Candidature

1. Qualification for Admission

(a) To be admitted to the candidature of the Master of Information Systems, applicants must:

(i) hold a Bachelor degree (or equivalent qualification) from a university or a recognised tertiary institution; or

(ii) have completed the Graduate Diploma of Information Systems; or

(iii) have demonstrated academic or professional standing considered by the School of Multimedia and Information Technology to be equivalent to the requirements of either (i) or (ii).

(b) To be admitted to the candidature of the Graduate Diploma of Information Systems, applicants must:

(i) hold a Bachelor degree (or equivalent qualification) from a university or a recognised tertiary institution; or

(ii) have completed the Graduate Certificate of Information Systems; or

(iii) have demonstrated academic or professional standing considered by the School of Multimedia and Information Technology to be equivalent to the requirements of either (i) or (ii).

(c) To be admitted to the candidature of the Graduate Certificate of Information Systems, applicants must:

(i) hold a Bachelor degree (or equivalent qualification) from a university or a recognised tertiary institution; or

(ii) have demonstrated academic or professional standing considered by the School of Multimedia and Information Technology to be equivalent to the requirements of (i).

2. Requirements for the Award

(a) To be eligible for the award of the degree of Master of Information Systems, a candidate shall complete no less than twelve (12) units including:

(i) eight (8) units chosen from Part A of the Schedule of Units annexed to these Rules; and

(ii) four (4) units chosen from Part B of the Schedule of Units annexed to these Rules.

(b) In special circumstances, a candidate for the Master of Information Systems degree, may have a course of study approved by the Head of School comprising proportions of units different from that prescribed above.

(c) To be eligible for the award of the Graduate Diploma of Information Systems, a candidate shall complete not less than a total of eight (8) units, chosen from Part A in the Schedule of Units annexed to these Rules. With the permission of the Head of School, a candidate may substitute up to two of the Part A units by the Information Systems Project units from Part B.

(d) To be eligible for the award of the Graduate Certificate of Information Systems, a candidate shall complete not less than a total of four (4) units from Part A in the Schedule of Units annexed to these Rules.
3. Duration of Course
(a) Except with the permission of the Head of School, the total period of candidature for the Master of Information Systems shall not exceed eighteen (18) trimesters, the total period of candidature for the Graduate Diploma shall not exceed twelve (12) trimesters, and the total period of candidature for the Graduate Certificate shall not exceed nine (9) trimesters.
(b) The Head of School may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. Enrolment
Except with the permission of the Head of School:
(a) a candidate shall remain enrolled in at least two out of the three trimesters in a given 12 months cycle;
(b) a candidate shall normally enrol in not more than four (4) units in any trimester.

5. Completion of a Unit
A candidate shall be deemed to have completed a unit when either:
(a) in the assessment for that unit, the candidate has obtained a grade other than a grade of Fail or Unsatisfactory, as prescribed in Assessment and Examination Rule 9; or
(b) the candidate has been granted advanced standing in that unit.

6. Advanced Standing
(a) At the discretion of the School Board, a candidate may be granted advanced standing for up to:
(i) six (6) units in the Master of Information Systems;
(ii) four (4) units in the Graduate Diploma of Information Systems; and
(iii) two (2) units in the Graduate Certificate of Information Systems.

(b) Candidates who have completed the requirements of the Graduate Certificate of Information Systems may be granted advanced standing for up to four units in the Master of Information Systems or the Graduate Diploma of Information Systems.

(c) Candidates who have completed the requirements of the Graduate Diploma of Information Systems may be granted advanced standing for up to eight units in the Master of Information Systems.

(d) Notwithstanding, the total advanced standing in the Masters degree and the Graduate Diploma, based on units other than those in the Graduate Certificate of Information Systems or the Graduate Diploma of Information Systems, shall not exceed 50% of the course.

7. Exemption
At the discretion of the Head of School, a candidate may be granted exemption for up to a maximum of three (3) units from Part A of the Schedule of Units annexed to these Rules, on the basis of completion of equivalent units which have been counted as part of an award at this or another university or other institution, other than
the Graduate Certificate or Graduate Diploma of Information Systems. A candidate granted such exemption shall choose alternative units approved by the Head of School.

8. Admission to the Awards

(a) A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the degree of Master of Information Systems, the Graduate Diploma of Information Systems, or the Graduate Certificate of Information Systems as appropriate.

(b) A candidate granted advanced standing under Rule 6(b) must surrender the Graduate Certificate prior to the conferral of the degree or diploma.

(c) A candidate granted advance standing under Rule 6(c) must surrender the Graduate Diploma prior to the conferral of the degree.

Schedule of Units

PART A

DP700  Program Design
DP701  Information Analysis
DP702  Data Management
DP704  Distributed Information Systems
DP705  Issues in Information Management
DP706  Systems Design
DP720  Management Information Systems
DP730  Information Systems Project Management

PART B

DP731  Information Systems Research Project A
DP732  Information Systems Research Project B
DP733  Information Systems Research Project C
DP734  Information Systems Research Project D
School of Natural and Complementary Medicine

Head of School
S.P. Myers BMed, PhD(N’cle), ND(SSNT)

The School of Natural and Complementary Medicine offers a four-year Bachelor of Naturopathy for those who wish to be employed in private practice, natural products research and public health policy. The School engages actively in natural product research and public health issues. Following undergraduate studies, students may undertake Honours or further postgraduate courses.

The following will be offered in 2000:
- Bachelor of Naturopathy
- Master of Science by Research*
- Doctor of Philosophy*

* Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

BACHELOR OF NATUROPATHY
(Abbreviated title: BNat)

Introduction

The Bachelor of Naturopathy is a four-year full-time or seven-year part-time course. The fourth year is only available on a full-time basis. The Bachelor of Naturopathy is available in on-campus mode at the Lismore Campus.

The overall aim of the course is to prepare Naturopathy graduates who are competent to take their place in the workforce in independent, prime contact, clinical practice.

The curriculum has been constructed to provide a balance between naturopathic studies and the bio-medical sciences. The course provides clinical education in the School’s Naturopathic Teaching Clinic that provides graduates with appropriate knowledge and skills required for clinical practice.

The course also aims to prepare students and practitioners for postgraduate studies and research. Postgraduate pathways exist for suitably qualified applicants through the Research Masters and PhD programmes of the University.

The School of Natural and Complementary Medicine should be contacted for further information relating to the course structure.

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

1. Qualification for Admission
   (c) By way of interview, at the discretion of the School Board, applicants granted consideration for admission must show evidence of aptitude, motivation and commitment to undertake a four-year programme in Natural and Complementary Medicine.

6. Requirements for an Award
   (f) To be eligible for the award of the Bachelor of Naturopathy degree, a candidate shall successfully complete not less than thirty-two (32) units comprising:
      (i) all units in the Schedule of Units attached to these Rules; and
      (ii) one (1) elective unit.
Schedule of Units
PL201 Anatomy and Physiology I
PL202 Anatomy and Physiology II
HL259 Naturopathic Foundations
BS301 Interpersonal Relating
CH102 Biological Chemistry I
CH103 Biological Chemistry II
HL257 Phytotherapy I
CU408 Health and Australian Indigenous Peoples
PL101 Physiological Pathology I
CH002 Biochemistry
HL258 Phytotherapy II†
HL265 Phytotherapy III†
HL255 Homoeopathy I†
HL280 Clinical Preparation IA*†
PL102 Physiological Pathology II
CH004 Nutritional Biochemistry
HL281 Clinical Preparation IB*†
HL274 Clinical Diagnosis I
HL214 Nutrition I
HL266 Phytotherapy IV
HL256 Homoeopathy II†
HL277 Clinical Preparation II†
HL275 Clinical Diagnosis II
HL215 Nutrition II
NR227 Applied Health Research
HL216 Nutrition III
HL263 Homoeopathy III
HL278 Naturopathic Clinic I
HL260 Naturopathic Studies
HL217 Nutrition IV
HL267 Phytotherapy V
HL279 Naturopathic Clinic II
† Year-long units.
* Half-weighted unit.

Masters Degree by Research
Doctor of Philosophy

Information and Rules concerning Masters degrees by research and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.
School of Nursing and Health Care Practices

Head of School
C.D. Game RN, RM, DipNEd(CNA), MEdStud(Monash), FRCNA, FCN

The School of Nursing and Health Care Practices provides a range of courses for those wishing to be employed or who are already employed in the areas of nursing, and health related disciplines. It currently offers degrees in Nursing, as well as postgraduate coursework and research programmes in Nursing and allied areas. The following will be offered in 2000:

- Bachelor of Health Science in Nursing
- Bachelor of Health Science (Nursing) with Honours
- Bachelor of Nursing
- Bachelor of Nursing with Honours
- Graduate Certificate of Health Science
- Graduate Diploma of Health Science
- Master of Health Science
- Master of Science (by Research) #
- Doctor of Philosophy #

# Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

BACHELOR OF HEALTH SCIENCE IN NURSING
(Abbreviated title: BHlthScN)

Introduction

The Bachelor of Health Science in Nursing is designed to provide registered nurses without a tertiary level degree in nursing the opportunity to build a knowledge base equivalent to graduates of the Bachelor of Nursing course. It will provide graduates with the ability to enter postgraduate courses in nursing.

The course will be offered in external part-time mode to allow practising nurses maximum opportunity to successfully undertake and complete their studies.

The course aims to produce graduates who are able to think critically and analytically, be effective problem solvers and participate fully in the organisation and delivery of effective health care.

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

For the purpose of these Rules the relevant definitions contained in the Glossary apply subject to the following amendments:

(i) “Centre” means the Centre for Professional Development in Health Sciences;

(ii) “candidate” means a person either enrolled in the University as a student, or registered as a student in the Centre or with one of the University’s Licensees, and proceeding to the award of the Bachelor of Health Science in Nursing.

1. Qualification for Admission

(c) Applicants for admission to candidature for the Bachelor of Health Science in Nursing shall:

(i) for Australian residents and/or citizens, be registered nurses in an Australian State or Territory, or be eligible for registration as a nurse in
an Australian State or Territory; or
(ii) for non-Australian residents and/or
citizens, be eligible for registration as
a nurse in the country of current
residence.

There will be two categories of
admission:
Category One:
Any applicant who has completed an
entry level course at certificate level
or equivalent which leads to
registration as a nurse. This category
includes hospital based certificates,
hospital based diplomas, and/or
tertiary associate diplomas.

Category Two:
Any applicant who has completed an
entry level course in a recognised
institution, at the diploma level or
equivalent leading to registration as
a nurse. This category also includes
any applicant who has completed at
a tertiary institution, a nursing
diploma, or graduate nursing
diploma, or a post registration
nursing course which was the
equivalent of at least one year’s full-
time study.

Other registered nurses with a non-
nursing award at diploma level, which
is the equivalent of at least one year’s
duration, from a recognised tertiary
institution, may be admitted in Category
Two on application to the School Board.

6. Requirements for an Award

(f) To be eligible for the award of Bachelor
of Health Science in Nursing a candidate
shall successfully complete the
prescribed number of units as follows,
unless exempted:

(i) Category One candidates shall
complete eight (8) units from the
Schedule of Units attached to these
Rules, comprising of two (2) units
selected from Part A, one (1) unit
from Part D, and the remaining units
from Parts B and/or C of the
Schedule;

(ii) Category Two students shall
complete four (4) units from the
Schedule, comprising two (2) units
from Part B, one (1) unit from Part D
and the remaining unit from Parts A
or C of the Schedule.

(g) Exemptions from Rules 6(f)(i) and (ii)
may be granted on the following
grounds:

(i) Candidates admitted under
Category Two who have previously
completed a unit or units, which in
the opinion of the School Board are
equivalent to units listed in the
Schedule, shall be required to obtain
the approval of the School Board for
their unit selection prior to
enrolment.

(ii) Candidates who are not resident in
Australia at the time of enrolment
shall complete the following number
of units:

Category One candidates shall
complete eight (8) units comprising:
two (2) units from Part A of the
Schedule and the remainder from
Parts B, C and D;

Category Two candidates shall
complete four (4) units comprising
two (2) units from Part B of the
Schedule and two (2) units from
Parts A, C and D.

(h) Candidates who enrolled in the course
prior to 1996 shall have their course of
study approved by the School Board.

7. Advanced Standing/Credit Transfer/
   Professional Experience

(b) Candidates who have studied through
the Centre for Professional Development
in Health Sciences are eligible for direct
credit of all units completed in
accordance with the requirements of the
Bachelor of Health Science in Nursing
award.

Schedule of Units

PART A
NR226 Nursing in Context*
NR227 Applied Health Research
PART B
NR228 Critical Perspectives in Nursing
NR229 Clinical Project I

PART C
NR255 Primary Health Care
BS301 Interpersonal Relating
PL314 Pathophysiology
PL315 Introductory Pharmacology
PY303 Lifespan Human Development†
PY355 Health Psychology†
SY304 Introductory Sociology
SY355 Sociology of Health Care Practice
HL251 Public and Environmental Health
NR230 Clinical Project II
Elective #
Elective #

PART D
CU408 Health and Australian Indigenous Peoples
* Category One students are required to enrol in the unit NR226 Nursing in Context as their first unit of study for the award.
† Not offered in 2000.
# Elective units exist only to enable the application of the Transitional Arrangements for Continuing Students. Elective units of study are not available to commencing students enrolling from 1996 onwards.

BACHELOR OF HEALTH SCIENCE (NURSING) WITH HONOURS
(Abbreviated title: BHlthSc(Nursing)(Hons))

General
The Honours course is a separate fourth year of study which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student’s research potential and introduce students to basic research training.

Course Structure
To qualify for admission to the Bachelor of Health Science (Nursing) with Honours, candidates are required to successfully complete the Honours course NR801 Nursing 450 (Honours), comprising:
(a) a thesis based on original work; and
(b) a research seminar based on the thesis; and
(c) a progress paper on the project which forms the basis of the thesis.

Where a candidate has been deemed by the School Postgraduate Committee to be deficient in an area, they may be required to undertake units of study which address any deficiency, and which do not count towards the class of Honours awarded.

Special Note:
Students should be aware that as part of the employment process in various States and Territories, a criminal record check is undertaken on all applicants for nursing positions.

Rules Governing Candidature
Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

BACHELOR OF NURSING
(Abbreviated title: BNurs)

The Bachelor of Nursing is a three-year full-time or six-year part-time course which offers students the opportunity to obtain basic nursing qualifications at degree level in order to gain registration as a nurse in New South Wales. The course is designed to provide a combination of course work and clinical experiences in order to prepare graduates to commence employment in the health care sector as competent beginning practitioners.

Clinical experience is undertaken across the three years with the majority occurring in second and third years of the course. Clinical experience is undertaken in the following ways:
1. two hour sessions;
2. two day sessions;
3. three weekly blocks;
4. two two-week or one four-week mentor-arranged blocks.

Hospitals and health agencies throughout the North Coast Health Region are used for clinical experience. Students will be required to
travel/live anywhere within this region during clinical experiences, and may be required to arrange their own accommodation at such times.

**Admission to Candidature**

To be eligible to apply for admission to candidature for the degree of Bachelor of Nursing, an applicant shall:

(a) have achieved a satisfactory aggregate in the New South Wales Higher School Certificate, or its equivalent, as stipulated from time to time or

(b) be 21 years of age or above; or

(c) meet other special admission criteria set out by the University from time to time.

**Special Note:**

Students should be aware that as part of the employment process in various States and Territories, a criminal record check is undertaken on all applicants for nursing positions.

**Rules Governing Candidature**

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. **Requirements for an Award**

(f) To be eligible for the award of Bachelor of Nursing, 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) two (2) elective units, which may include units from Part B of the Schedule.

7. **Advanced Standing/Credit Transfer/Professional Experience**

(b) In exceptional cases advanced standing greater than 50% of the unit requirements for the award may be granted by the School Board, which shall notify the Academic Board of all instances.

**Schedule of Units**

**PART A**

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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>NR301</td>
<td>Nursing I</td>
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<tr>
<td>NR321</td>
<td>Clinical Nursing Studies I</td>
</tr>
<tr>
<td>PL201</td>
<td>Anatomy and Physiology I</td>
</tr>
<tr>
<td>HL291</td>
<td>Health Care Practices I</td>
</tr>
<tr>
<td>NR302</td>
<td>Nursing II</td>
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<td>NR322</td>
<td>Clinical Nursing Studies II</td>
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<td>Anatomy and Physiology II</td>
</tr>
<tr>
<td>CU408</td>
<td>Health and Australian Indigenous Peoples</td>
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<td>NR303</td>
<td>Nursing III</td>
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<td>NR323</td>
<td>Clinical Nursing Studies III</td>
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**PART B**

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<tbody>
<tr>
<td>HL205</td>
<td>Psychosocial Emergency Care</td>
</tr>
<tr>
<td>SY203</td>
<td>Women's Studies</td>
</tr>
<tr>
<td>PL315</td>
<td>Introductory Pharmacology</td>
</tr>
<tr>
<td>HL203</td>
<td>Studies in Substance Abuse</td>
</tr>
<tr>
<td>HL250</td>
<td>Stress Management</td>
</tr>
</tbody>
</table>

**Bachelor of Nursing with Honours**

(Abbreviated title: BNurs(Hons))

**General**

The Honours course is a separate fourth year of study which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a
completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student’s research potential and introduce students to basic research training.

**Course Structure**

To qualify for admission to the Bachelor of Nursing with Honours, candidates are required to successfully complete the Honours course NR800 Nursing 400 (Honours), comprising:

(a) a thesis based on original work; and

(b) a research seminar based on the thesis; and

(c) a progress paper on the project which forms the basis of the thesis.

Where a candidate has been deemed by the School Postgraduate Committee to be deficient in an area, they may be required to undertake units of study which address any deficiency, and which do not count towards the class of Honours awarded.

**Special Note:**

Students should be aware that as part of the employment process in various States and Territories, a criminal record check is undertaken on all applicants for nursing positions.

**Rules Governing Candidature**

Information and Rules concerning Bachelor’s degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelor’s degree), are given in the Rules entry in this Handbook (Part B).

**Graduate Certificate of Health Science**

( abbreviated title: GradCertHlthSc)

**Introduction**

This course is suitable for those students who wish to gain expertise at an advanced level in a specialist field.

**Course Structure**

The Graduate Certificate of Health Science requires completion of at least four units selected from the Schedule attached to these Rules. Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.

**Rules Governing Candidature**

For the purpose of these Rules, the relevant definitions contained in the Glossary apply subject to the following amendments:

(a) “candidate” means a person either enrolled in the University as a student; or

(b) registered with the Centre for Professional Development in Health Sciences (CPDHS) as an independent student or through an industry partnership or licence agreement.

1. **Admission to Candidature**

(a) Applicants for admission to candidature for the Graduate Certificate of Health Science degree shall either:

(i) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this or another university or tertiary institution approved by the School Board, School of Nursing and Health Care Practices; or

(ii) have demonstrated completion of a previous course of study at a level acceptable to the School Board; or

(iii) have demonstrated professional experience at a level acceptable to the School Board.

(b) An applicant for candidature shall apply to the Head of School on the prescribed form.

(c) Admission to candidacy and time of commencement shall be determined by the School Board.

2. **Approval of a Course of Study**

After admission to candidature a candidate shall have a course of study approved by the School Board.

3. **Duration of Course**

Normally, unless the School Board otherwise determines, a candidate shall pursue the approved course of study for not more than two (2) semesters of full-time study or not more than four (4) semesters of part-time study.
The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the candidature.

4. Completion of a Unit
A candidate shall have completed a unit when either:
(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or
(b) the candidate has been granted advanced standing in that unit.

5. Requirements for the Graduate Certificate of Health Science Degree
To be eligible for the award of the Graduate Certificate of Health Science degree a candidate shall successfully complete not less than four (4) units of study selected from the Schedule of Units attached to these Rules.

6. Advanced Standing/Credit Transfer/Professional Experience
At the discretion of the School Board, a candidate may be granted advanced standing for up to two (2) units on the basis of units completed at this University or another university or tertiary institution or with an industry partner or licensee of the School, or professional experience, provided that in all cases the work completed is considered to be equal in standard to a unit or units in the Schedule.

7. Admission to the Award
A candidate who has fulfilled the requirements of these Rules and has otherwise complied with the provision of all applicable By-laws and other Rules may be admitted to the award of Graduate Certificate of Health Science.

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Schedule of Units
The Schedule of Units is to be found at the end of the entry for the Master of Health Science.

GRADUATE DIPLOMA OF HEALTH SCIENCE
(Abbreviated title: GradDipHlthSc)

Introduction
The Graduate Diploma offers the clinician an opportunity to gain expertise in a specialist field and introductory knowledge and/or skills in research.

Course Structure
The Graduate Diploma of Health Science requires completion of at least eight units selected from the Schedule attached to these Rules. Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules. Rules regarding advanced standing for this course are being reviewed. Further details are available by contacting the School.

Rules Governing Candidature
For the purpose of these Rules, the relevant definitions contained in the Glossary apply subject to the following amendments:
(a) “candidate” means a person either enrolled in the University as a student; or
(b) registered with the Centre for Professional Development in Health Sciences (CPDHS) as an independent student or through an industry partnership or licence agreement.

1. Admission to Candidature
(a) Applicants for admission to candidature for the Graduate Diploma of Health Science degree shall either:
   (i) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this or another university or tertiary institution approved by the Board of Studies; or
   (ii) have completed the Graduate Certificate of Health Science; or
   (iii) have demonstrated completion of a
previous course of study at a level acceptable to the School Board, School of Nursing and Health Care Practices.

(b) An applicant for candidature shall apply to the Head of School on the prescribed form.

(c) Admission to candidature and time of commencement shall be determined by the School Board.

2. **Approval of a Course of Study**

After admission to candidature a candidate shall have a course of study approved by the School Board.

3. **Duration of Course**

Normally, unless the School Board otherwise determines, a candidate shall pursue the approved course of study for not more than four (4) semesters of full-time study or not more than eight (8) semesters of part-time study.

The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the candidature.

4. **Completion of a Unit**

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

5. **Requirements for the Graduate Diploma of Health Science Degree**

To be eligible for the award of the Graduate Diploma of Health Science degree a candidate shall successfully complete not less than eight (8) units of study selected from the Schedule of Units attached to these Rules.

Other units may be approved at the discretion of the School Board.

6. **Advanced Standing/Credit Transfer/Professional Experience**

(a) At the discretion of the School Board, a candidate may be granted advanced standing for up to four (4) units on the basis of units completed at this University or another university or tertiary institution or with an industry partner or licensee of the School, or professional experience, provided that in all cases the work completed is considered to be equal in standard to a unit or units in the Schedule.

(b) Candidates who have completed the requirements of the Graduate Certificate of Health Science may be granted advanced standing for up to four (4) units. Additional advanced standing may be granted for up to two (2) units at the discretion of the School Board.

7. **Admission to the Award**

A candidate who has fulfilled the requirements of these Rules and has otherwise complied with the provision of all applicable By-laws and other Rules may be admitted to the award of Graduate Diploma of Health Science.

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### Schedule of Units

The Schedule of Units is to be found at the end of the entry for the Master of Health Science.

### MASTER OF HEALTH SCIENCE
(Abbreviated title: MHLthSc)

**Introduction**

This programme focuses on broad contemporary health care issues while allowing focus within a particular specialisation chosen by the student. The programme aims to help a wide range of health professionals to prepare themselves for leadership roles in the health care sector in the 21st Century.

**Course Structure**

The Master of Health Science requires completion of at least twelve units selected from the Schedule attached to these Rules. Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.
Rules regarding advanced standing for this course are being reviewed. Further details are available by contacting the School.

**Rules Governing Candidature**

For the purpose of these Rules, the relevant definitions contained in the Glossary apply subject to the following amendments:

(a) "candidate" means a person either enrolled in the University as a student; or

(b) registered with the Centre for Professional Development in Health Sciences (CPDHS) as an independent student or through an industry partnership or licence agreement.

1. Admission to Candidature

(a) Applicants for admission to candidature for the Master of Health Science degree shall:

(i) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this or another university or tertiary institution approved by the Board of Studies; or

(ii) have completed the Graduate Certificate or Graduate Diploma of Health Science; or

(iii) have demonstrated completion of a previous course of study at a level acceptable to the School Board, School of Nursing and Health Care Practices.

(b) An applicant for candidature shall apply to the Head of School on the prescribed form.

(c) Admission to candidature and time of commencement shall be determined by the School Board.

2. Approval of a Course of Study

After admission to candidature a candidate shall have a course of study approved by the School Board.

3. Duration of Course

Normally, unless the School Board otherwise determines, a candidate shall pursue the approved course of study for not more than eight (8) semesters of full-time study or not more than sixteen (16) semesters of part-time study.

The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the candidature.

4. Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

5. Requirements for the Master of Health Science Degree

To be eligible for the award of the Master of Health Science degree a candidate shall successfully complete not less than twelve (12) units of study selected from the Schedule of Units attached to these Rules.

Other units may be approved at the discretion of the School Board.

6. Advanced Standing/Credit Transfer/Professional Experience

(a) At the discretion of the School Board, a candidate may be granted advanced standing for up to eight (8) units on the basis of units completed at this University or another university or tertiary institution, with an industry partner or licensee of the School, or professional experience, provided that in all cases the work completed is considered to be equal in standard to a unit or units in the Schedule.

(b) Candidates who have completed the requirements of the Graduate Certificate of Health Science may be granted advanced standing for up to four (4) units. Additional advanced standing may be granted for up to two (2) units at the discretion of the School Board.

(c) Candidates who have completed the requirements of the Graduate Diploma of Health Science may be granted advanced standing for up to eight (8) units. Additional advanced standing
may be granted for up to two (2) units at the discretion of the School Board.

7. Admission to the Award
A candidate who has fulfilled the requirements of these Rules and has otherwise complied with the provision of all applicable By-laws and other Rules may be admitted to the award of Master of Health Science.

Schedule of Units

Advanced Midwifery
NR704 Maternal Assessment
NR705 Midwife as Primary Health Care Provider and Advocate
NR706 Childbirth Education and Parentcraft
NR707 Advanced Midwifery Skills

Mental Health
MH001 Overview of Mental Health
MH002 Models of Mental Health and Mental Illness*
MH003 Therapies in Mental Health Care
MH004 Evaluation of Mental Health Services: Prevention to Rehabilitation*

Women's Health
EN700 Women and Communication*
HL707 Social Determinants in Women's Health
HL708 Social Construction of Women's Health
SS700 Women and Sexuality*

Holistic Health Care
HL402 Philosophy of Holistic Health Care
HL403 Holistic Caring and Communication
HL404 Contextual Body Work*
HL405 Holistic Nutrition*

Health Promotion
HL506 Theory and Concepts in Health Promotion
HL507 Programme Development and Management
HL508 Strategy Development
HL509 Evaluating Health Promotion

Special Care of the Newborn
NB700 Initial Management of the “At Risk” Neonate
NB701 Management of Acute Conditions in the “At Risk” Neonate
NB702 Ongoing Management of the “At Risk” Neonate
NB703 Management of Special Clinical Conditions Affecting the “At Risk” Neonate

Perioperative Nurse - Surgeon’s Assistant
HL610 The Role of the Perioperative Nurse - Surgeon’s Assistant
HL611 Preoperative Assessment and Planning
HL612 Intraoperative Assisting and Nursing Care
HL613 Postoperative Nursing Care and Professional Issues

General Units
HL501 Issues and Methods in Research I
HL502 Issues and Methods in Research II
HL705 Health and Epidemiology
HL722 The Sociological and Political Basis of Health Care
LA722 Health Law
MN755 Strategic Issues in Health Management
HL600 Master of Health Science Project #

* Not offered in 2000.
# Four to six unit equivalent of project work negotiated by student.

MASTERS DEGREE BY RESEARCH
DOCTOR OF PHILOSOPHY

Information and Rules concerning Masters degrees by research and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College,
School of Resource Science and Management

Head of School
Professor D.F. Gartside BSc(Hons), PhD(Melb), MEIA

The School of Resource Science and Management offers applied science degrees in coastal management, environmental resource management, fisheries and aquaculture management, engineering and environmental geochemistry, and sustainable forestry.

The Bachelor of Applied Science course involves the application of scientific knowledge and skills in the management of natural resources and integrates course activities with management projects in the local region and practical work experience programmes.

Elements of the degree include environmental planning, conservation, marine biology, coastal planning, coastal geomorphology, estuarine pollution and monitoring, fisheries, earth resources, environmental chemistry, geotechnical engineering, mining operations, sustainable development principles, geographic information systems and remote sensing.

The Applied Science degree offers a complete education for future natural resource managers.

A combined Bachelor of Applied Science/ Bachelor of Laws course is also available. Details are included in the School of Law and Justice entry in this Handbook.

The School of Resource Science and Management offers the following programmes:

1. Associate Degree of Applied Science (Resource Technology)
2. Bachelor of Applied Science, with streams in Coastal Management, Environmental Resource Management, Fisheries and Aquaculture Management, and Engineering and Environmental Geochemistry
3. Bachelor of Applied Science (Forestry)
4. Bachelor of Applied Science with Honours
5. Master of Science (by Research)*
6. Doctor of Philosophy*

* Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

ASSOCIATE DEGREE OF APPLIED SCIENCE (RESOURCE TECHNOLOGY) (Abbreviated title: AssocDegAppSc)

Introduction

The Associate Degree of Applied Science (Resource Technology) is a two-year full-time (or equivalent part-time) sub-professional course that will provide training and experience in practical skills in various areas of resource technology such as National Parks, wildlife, forestry, fisheries, aquaculture, soil conservation, natural resources survey, museums and laboratories in universities and private enterprise.

Graduates will be well suited to positions with state government agencies and local government in the above areas, and in others related to field and laboratory assistance in natural resource management.

The Associate Degree, unlike most other courses, places considerable emphasis on field studies as well as providing a basic background of
knowledge. The course covers a wide range of disciplines, in the laboratory and the field, and emphasises the need to acquire good communication skills. It is designed to train assistants rather than graduate scientists.

**Course Structure**

A full-time student undertakes four units in each of four (4) semesters, i.e. sixteen (16) units in all.

**Admission**

(a) A candidate may satisfy minimum requirements for admission to the Associate Degree of Applied Science (Resource Technology) by attaining at a NSW Higher School Certificate examination held in 1976 or later, a level of performance determined by the Academic Board from time to time.

(b) There are no special additional requirements for admission.

(c) Applicants with interstate or overseas secondary education are considered on an individual basis.

(d) The University actively encourages the admission of mature-age students and a proportion of places in the Associate Degree of Applied Science (Resource Technology) course is reserved for this category.

**Rules Governing Candidature**

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. **Requirements for an Award**

(f) To be eligible for the award of Associate Degree of Applied Science a candidate shall successfully complete not less than sixteen (16) units comprising:

(i) all units in Part A of the Schedule of Units attached to these Rules, and

(ii) seven (7) units from Part B of the Schedule.

The School Board, School of Resource Science and Management, may permit a candidate to enrol in a unit or units other than those specified in the Schedule.

7. **Advanced Standing/Credit Transfer/Professional Experience**

(b) Candidates may be granted advanced standing for up to four (4) units for vocational, employment or other relevant experience, provided the work, units or experience so completed are considered to be equivalent to a unit or units in the course.

(b) Candidates who, within three months of completing all the requirements for the Associate Degree of Applied Science, elect to enrol for the Bachelor of Applied Science may be granted advanced standing for sixteen (16) units.

(c) Candidates who, within three (3) months of completing all the requirements for the Associate Degree of Applied Science, elect to enrol in the Bachelor of Applied Science majoring in Engineering and Environmental Geochemistry, shall be granted advanced standing for all completed units in Part A, any completed units in Part B and up to two (2) units completed in Part C of the Schedule of Units, subject to limitation.

**Schedule of Units**

**PART A**

- BL201 Biology
- CH201 Chemistry
- GL201 Geology
- GG201 Resource Assessment Techniques I
- BL202 Ecology
- GG203 Hydrology and Climatology
- DP241 Computing in Applied Science
- GG202 Resource Assessment Techniques II
- MA211 Quantitative Analysis

**PART B**

- GG214 Soil Processes
- BL230 Principles of Plant and Animal Conservation
- BL232 Marine Ecosystems
- BL204 Aquatic Ecosystems
- CH073 Environmental Chemistry
Introduction

The Bachelor of Applied Science is a three-year full-time (or equivalent part-time) professional course for people interested in management of the resources of the coastal zone. The course involves application of scientific knowledge and skills to management of coastal resources and integrates course activities with management projects in the local region. The coastal zone is considered in its widest context to extend from the top of the Great Dividing Range and its major water catchments to the offshore areas.

The course provides skills for people wishing to be involved in natural resource management over this wide range of areas and includes environmental planning, conservation, marine biology, coastal planning, coastal geomorphology, estuarine pollution and monitoring, fisheries, mining and resource recovery operations, land degradation and rehabilitation, water resources and local government.

The University Campus is located near a variety of coastal environments and field work is an integral and important part of the course.

Nearby coastal environments include significant areas of wetlands and estuaries, forest, urban, rural and resort developments and coastal National Parks. There is close liaison between the University and a number of Government Departments and other organisations involved in resource management.

Course Structure

Twenty-four (24) units are required to complete the course. A full-time student takes four (4) units in each of six (6) semesters, i.e. twenty-four (24) units in total. All students are required to complete compulsory core units as well as a group of elective units which allows for a degree of specialisation in Coastal Management in either biological sciences, physical sciences, earth sciences or management.

In addition to Coastal Management, units can be taken to specialise in Environmental Resource Management, Fisheries and Aquaculture Management, and Engineering and Environmental Geochemistry.

Students interested in pursuing a career in Urban and Regional Planning should select an approved course of study which can gain up to one year’s advanced standing for the Graduate Diploma in Urban and Regional Planning at The University of New England.

Students interested in pursuing a career as secondary school science teachers should select an approved course of study which provides the opportunity to enrol in a Graduate Diploma of Education (Secondary Science) at this University. This qualification could lead to employment as a NSW secondary school science teacher.

Students interested in pursuing a career as an engineer may choose to complete a second degree in Engineering at the University of Southern Queensland and register as an engineer.

Admission

(a) A candidate may satisfy minimum requirements for admission to the Bachelor of Applied Science by attaining at a NSW Higher School Certificate examination held in 1976 or later, a level of performance
determined by the Academic Board from
time to time.

(b) There are no special additional
requirements for admission.

(c) Applicants with interstate or overseas
secondary education are considered on an
individual basis.

(d) The University actively encourages the
admission of mature-age students and a
proportion of places in the Bachelor of
Applied Science course is reserved for this
category.

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in
the Rules section of this Handbook, in
conjunction with specific Rules and the Schedule
of Units below.

6. Requirements for an Award

(f) To be eligible for the award of the
Bachelor of Applied Science Degree a
candidate shall successfully complete
not less than twenty-four (24) units
comprising:

(i) all units in Part A of the Schedule of
Units attached to these Rules;

(ii) a six (6) unit major sequence for
candidates undertaking a major in
either Coastal Management,
Environmental Resource
Management or Fisheries and
Aquaculture Management, or a
deck (12) unit sequence for
candidates undertaking the
Engineering and Environmental
Geochemistry double major as
specified in Part B of the Schedule;
and

(iii) not less than seven (7) elective units
for candidates undertaking either
the Coastal Management,
Environmental Resource
Management or Fisheries and
Aquaculture Management major, or
not less than one (1) elective unit for
candidates undertaking the
Engineering and Environmental
Geochemistry double major, which
may include units from Part C of
the Schedule.

(g) A candidate who while enrolled for the
degree of Bachelor of Applied Science
has completed the requirements for the
Associate Degree of Applied Science
may elect to be awarded the Associate
Degree of Applied Science following
withdrawal from candidature for the
Bachelor degree.

7. Advanced Standing/Credit Transfer/
Professional Experience

(b) Candidates who, within three months
of completing all the requirements for
the Associate Degree of Applied Science,
elect to enrol for the Bachelor of
Applied Science may be granted
advanced standing for sixteen (16)
units.

(c) Candidates who within three (3)
months of completing all the
requirements for the Associate Degree
of Applied Science, elect to enrol in the
Bachelor of Applied Science majoring in
Engineering and Environmental
Geochemistry, shall be granted
advanced standing for all completed
units in Part A, any completed units in
Part B and up to two (2) units
completed in Part C of the Schedule of
Units, subject to limitation.

Schedule of Units

PART A
BL201 Biology
CH201 Chemistry
GL201 Geology
GG201 Resource Assessment Techniques I
BL202 Ecology
GG203 Hydrology and Climatology
DP241 Computing in Applied Science
GG202 Resource Assessment Techniques II
MA211 Quantitative Analysis
GG211 Integrated Project #

PART B
Coastal Management
BL232 Marine Ecosystems
GG230 Principles of Coastal Resource
Management
MN241 Legislation, Administration and Communication
BL231 Coastal Ecosystems and their Management
GG207 Land Use Planning
EC202 Natural Resource and Environmental Economics

Environmental Resource Management
GG214 Soil Processes
GG215 Water Resource Management and Technology
GG217 Land Degradation and Rehabilitation
GG207 Land Use Planning
EC202 Natural Resource and Environmental Economics
BL230 Principles of Plant and Animal Conservation

Fisheries and Aquaculture Management
BL232 Marine Ecosystems
BL204 Aquatic Ecosystems
BL209 Aquaculture
BL105 Fisheries Biology
BL233 Commercial and Recreational Fisheries Management
MN241 Legislation, Administration and Communication

Engineering and Environmental Geochemistry
GG232 Environmental Monitoring and Analysis
GG214 Soil Processes
GT100 Engineering Mathematics
MN241 Legislation, Administration and Communication
GG231 Coastal Geomorphology and Sedimentology
CH073 Environmental Chemistry
GG217 Land Degradation and Rehabilitation
GT101 Mechanics
GT102 Materials: Properties and Performance
GT103 Geomechanical Engineering
GL210 Earth Resources
GT104 Geotechnical Analysis

PART C
CH073 Environmental Chemistry
GG223 Introduction to Geographic Information Systems
GG222 Internship Study
GG232 Environmental Monitoring and Analysis

MN244 Protected Area Management
CU403 Australian Indigenous Cultural Heritage *
GG224 Geographic Information Systems and Remote Sensing
MN242 Project Planning and Management *
GG220 Environmental Impact Studies and Assessment
BL204 Aquatic Ecosystems
BL231 Coastal Ecosystems and their Management
GG214 Soil Processes
GG231 Coastal Geomorphology and Sedimentology
GL210 Earth Resources
MN241 Legislation, Administration and Communication
GG218 Waste Technology
GG230 Principles of Coastal Resource Management
GG215 Water Resource Management and Technology
EC202 Natural Resource and Environmental Economics
GT105 Mining Operations
# Double-weighted unit.
* Not offered in 2000.

NB
1. Core units must be attempted in the order in which they are offered.
2. The offering of any unit in a given semester is subject to student numbers, availability of staff and timetabling constraints.
3. Refer to unit descriptions for details of the semester when each unit is offered and for pre-requisites of units.

BACHELOR OF APPLIED SCIENCE (FORESTRY)
(Abbreviated title: BAappSc(For))

Introduction
The Bachelor of Applied Science (Forestry) is a four-year full-time (or equivalent part-time) professional course for people interested in subtropical and tropical forestry. The course involves application of scientific knowledge and skills to management of forest resources and integrated course activities with forestry
projects in the field. Forest resources include native forests, plantations, farm-forestry and other related forest matters, such as ecological restoration, tree-crop products and production.

The course provides skills for people wishing to be involved in sustainable forestry management over a wide range of disciplines. The course includes various aspects of land use planning and management, management of non-wood production values of forest lands such as water resources, ecological values, recreation and tourism, and involvement in social and business disciplines necessary for sustainable forestry management.

The University Campus is located near a variety of forest environments and field work is an integral and important part of the course. There is close liaison between the University and a number of Government Departments and other organisations involved in forestry activities.

**Course Structure**

Thirty-two (32) units are required to complete the course. A full-time student takes four (4) units in each of the eight semesters, i.e. thirty-two (32) units in total. All students are required to complete compulsory core units as well as a group of elective units which allow for a degree of streaming and specialisation within chosen areas.

The course may involve a semester of field oriented studies at a different campus or location. In addition, the course has a provision that specified work in a forestry-related field may be required to be undertaken during non-semester periods.

**Admission**

(a) A candidate may satisfy minimum requirements for admission of the Bachelor of Applied Science (Forestry) by attaining at a NSW Higher School Certificate examination held in 1976 or later, a level of performance determined by the Academic Board from time to time.

(b) There are no special additional requirements for admission.

(c) Applicants with interstate or overseas secondary education are considered on an individual basis.

(d) The University actively encourages the admission of mature-age students and a proportion of places in the Bachelor of Applied Science (Forestry) course is reserved for this category.

**Rules Governing Candidature**

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. **Requirements for an Award**

(f) To be eligible for the award of the Bachelor of Applied Science (Forestry) degree a candidate shall successfully complete not less than thirty-two (32) units comprising:

(i) all units from Part A of the Schedule of Units attached to these Rules;

(ii) not less than six (6) units from Part B of the Schedule.

(g) A candidate who while enrolled for the Bachelor of Applied Science (Forestry) has completed the requirements for the Associate Degree of Applied Science may elect to be awarded the Associate Degree of Applied Science following withdrawal from candidature for the Bachelors degree.

7. **Advanced Standing/Credit Transfer/Professional Experience**

(b) A candidate enrolled in the Associate Degree of Applied Science or the Bachelor of Applied Science who successfully completes all eight (8) first year units may transfer into the Bachelor of Applied Science (Forestry) with advanced standing for the eight (8) units.

(c) Candidates who have vocational, employment or other relevant experience may be granted advanced standing for up to four (4) units provided that the work, units or experience so completed are considered to be equivalent to a unit or units in the
Schedule of Units

PART A

BL201 Biology
CH201 Chemistry
GL201 Geology
GG201 Resource Assessment Techniques I
BL202 Ecology
MA211 Quantitative Analysis
GG203 Hydrology and Climatology
GG202 Resource Assessment Techniques II
DP241 Computing in Applied Science
GG214 Soil Processes
BL230 Principles of Plant and Animal Conservation
FY100 Fire Ecology and Management
FY101 Forest Ecophysiology
FY102 Forest Mensuration and Inventory
EC202 Natural Resource and Environmental Economics
GG223 Introduction to Geographic Information Systems
FY103 Silviculture I: Native Forests
GG217 Land Degradation and Rehabilitation
GG220 Environmental Impact Studies and Assessment
FY105 Silviculture II: Plantations
FY107 Forest Hygiene - Pests and Diseases
FY108 Integrated Tree Cropping – Farm Forestry
FY109 Forest Land Use and Management
AC149 Accounting for Decision Making
MN241 Legislation, Administration and Communication
FY110 Natural Resources Policy

PART B

GG215 Water Resource Management and Technology
BL231 Coastal Ecosystems and their Management
FY104 Timber Harvesting
MN244 Protected Area Management
FY106 Wood Science Utilisation and Conversion Technology
FY111 Forestry Business Enterprise Management
MN242 Project Planning and Management *

FY112 Product Development and Marketing
FY113 Extension and Advisory Services
* Not offered in 2000.

NB

1. Core units must be attempted in the order in which they are offered.
2. The offering of any elective in a given semester is subject to student numbers, availability of staff and timetabling constraints.
3. Refer to unit descriptions for details of the semester when each unit is offered and for pre-requisites of units.

BACHELOR OF APPLIED SCIENCE WITH HONOURS
(Abbreviated title: BAAppSc(Hons))

General

The Honours course is a separate fourth year of study which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student’s research potential and introduce students to basic research training.

Course Structure

To qualify for the Bachelor of Applied Science with Honours, a candidate is required to complete the Honours course, GG801 Coastal Management 400 (Honours).

The Honours course comprises a Major Study, two Minor Studies and a Research Seminar.

Major Studies may be taken in one of the following areas:
(a) Environmental Science;
(b) Coastal Resource Management;
(c) Environmental Planning;
(d) Applied Coastal Studies; or
(e) Resource Technology.

Minor Studies may be taken from:
(a) the areas of the Major Studies; and
(b) in a topic other than the one selected for the Major Study, subject to specific topics being approved by the Head, School of Resource Science and Management.

With the approval of the Head, School of Resource Science and Management, one or both Minor Studies may be substituted by prescribed coursework and examination.

Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

Masters Degree by Research
Doctor of Philosophy

Information and Rules concerning Masters degrees by research and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.
School of Social and Workplace Development

Head of School
M.A. Wallace BA(Hons)(Syd), DipEd(William Balmain College), MEd(NE)

Director of Research
Associate Professor A.H. Ellis MSc, PhD(Syd), GradDipExt(HAC), GradDipEdStud(MCAE), GradDipDistEd(SACAE), BA, DipEd, DipContEd(NE)

The focus of the School of Social and Workplace Development is professional learning in a variety of educational, private industry, public sector and other workplace or community settings. The School offers a diverse range of accredited programmes in the fields of Training and Organisational Development, Leadership, Human Resource Management and Development, Human Relations and Communications, Sociology, Politics and Policy Studies.

In the undergraduate area, the School offers a Bachelor of Social Science. This degree and all its strands are offered jointly with the School of Human Services. Majors in the degree include Human Resource Development; Human Resource Management; Counselling and Mediation Studies; Community Development; Sociology; Social Welfare Studies; Human Relations and Communication; and Politics and Policy Studies. Minors in the degree include Field Education (for social welfare accreditation); and Social Inquiry. Honours programmes are also available.

 Whilst students may choose to undertake any of the majors and minors listed above, the School of Social and Workplace Development offers the following on campus at Lismore and externally to Coffs Harbour and any other location (many units are also available online).

Majors
- Human Relations and Communication
- Human Resource Development
- Human Resource Management
- Politics and Policy Studies
- Sociology

All other majors and minors in the Bachelor of Social Science offered through the School of Human Services are available to students on campus at Coffs Harbour and externally.

In the area of postgraduate studies, the School offers a Master of Education (Training and Development) by research, a Master of Education (Training and Development) by coursework, a Graduate Certificate/Graduate Diploma and Master of Organisational Development and Training (coursework), a Graduate Certificate/Graduate Diploma of Training and Development, a Graduate Certificate/Graduate Diploma and Master of Vocational Education and Training (coursework), a Graduate Certificate/Graduate Diploma and Master of Professional Management, a Graduate Certificate in Leadership and Change, and a Graduate Certificate in Professional Development. Postgraduate programmes are offered through distance learning.

The School of Social and Workplace Development is building a strong research base in the above areas and has developed significant industry and employer partnerships which help inform its programme development and maximise employment opportunities for its graduates. The Professional Development Unit, located within the School, co-ordinates a Graduate Certificate in Professional Development as well as enabling those who do not wish to undertake a full accredited course to study units or modules of work in the above areas.
The School of Social and Workplace Development offers the following programmes:

- Diploma of Frontline Management
- Associate Degree of Social Science
- Bachelor of Social Science
- Bachelor of Social Science with Honours
- Certificate of Management and Professional Studies *
- Diploma of Management and Professional Studies *
- Associate Degree of Management and Professional Studies *
- Bachelor of Management and Professional Studies *
- Graduate Certificate in Professional Development
- Graduate Certificate in Professional Management
- Graduate Diploma in Professional Management
- Graduate Certificate of Training and Development
- Graduate Diploma of Training and Development
- Graduate Certificate of Organisational Development and Training
- Graduate Diploma of Organisational Development and Training
- Graduate Certificate of Vocational Education and Training
- Graduate Diploma of Vocational Education and Training
- Graduate Certificate in Leadership and Change
- Master of Organisational Development and Training (Coursework)
- Master of Education (Training and Development) (Coursework)
- Master of Education (Training and Development) (by Research) 
- Master of Vocational Education and Training (Coursework)
- Master of Professional Management (Coursework)
- Doctor of Philosophy 

* Information and Rules are given in the College of Industry and Professional Education entry in this Handbook. Enquiries should be directed to the College of Industry and Professional Education.

# Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

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**DIPLOMA OF FRONTLINE MANAGEMENT**

*(Abbreviated title: DipFrontlineMangt)*

**Introduction**

The Diploma of Frontline Management is a competency-based course which meets the National Frontline Management Initiative Competency Standards. It is the equivalent of a one-year full-time course (8 units).

**Course Structure**

The course structure is presented in the Schedule of Units.

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**Rules Governing Candidature**

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

**Definitions**

For the purposes of these Rules a "candidate" means a person enrolled in the University as a student or registered as a professional development student with the School of Social and Workplace Development.

1. **Qualification for Admission**

   (c) candidates must provide evidence that they are employed by an organisation which has entered into an agreement with the University to meet the costs of
providing tertiary education for their employees; and
(d) have at least two (2) years’ work experience.

6. Requirements for the Award
(f) To be eligible for the award of Diploma of Frontline Management a candidate shall successfully complete all units listed in the Schedule of Units attached to these Rules.

7. Advanced Standing/Credit Transfer/Professional Experience
(b) The School Board may grant advanced standing for units that have been assessed as satisfactorily completed by an assessment agency endorsed under the Australian Qualifications Framework by the Vocational Education and Training Accreditation Board (VETAB) and approved by the School Board, provided that those units have not been counted towards another equivalent qualification.

Schedule of Units
MN 254 Business Awareness
MN 255 People Management*
MN 253 Planning and Process Improvement*
MN 259 Managing Change*
MN 261 Customer Service
* Double-weighted unit.

ASSOCIATE DEGREE OF SOCIAL SCIENCE
(Abbreviated title: AssocDegSocSc)

Introduction
The Associate Degree of Social Science exists as an exit point from the Bachelor of Social Science award.

Course Structure
To qualify for the award, students must complete sixteen (16) units.

Rules Governing Candidature
See end of Bachelor of Social Science entry.

BACHELOR OF SOCIAL SCIENCE
(Abbreviated title: BSocSc)

Introduction
The Bachelor of Social Science is a three-year full-time (or equivalent part-time) course offered in the traditional on-campus mode and also in an open learning/work based mode for external students. A number of units are now available in interactive on-line mode. The programme is offered jointly by the Schools of Social and Workplace Development and Human Services.

The course provides a programme of study at degree level which offers maximum choice for students in a broad range of areas in the Social Sciences.

The degree has the possibility of specialisation in a number of areas by the completion of major areas of study (six (6) related units) and minor areas of study (four related units) leading to a general undergraduate qualification which would give flexible career choices to graduates.

Course Structure
To qualify for the Bachelor of Social Science award, a student must complete 24 units. A full-time student would normally take four (4) units in each of six (6) semesters, while part-time or external students would normally undertake two (2) units in each of twelve semesters. All students are required to complete four (4) compulsory core units. Students must also complete a minimum of two (2) majors. Majors are offered in the following areas:

School of Social and Workplace Development
• Human Relations and Communication
• Human Resource Development
• Human Resource Management
• Politics and Policy Studies
• Sociology

School of Human Services
• Counselling and Mediation Studies
• Community Development
• Social Welfare Studies
Minor areas of study are offered in:

**School of Human Services**
- Field Education
- Social Inquiry

Students will have differing needs in terms of the units they each choose to study and will negotiate with the Course Co-ordinator, a course of study which meets the requirements for the award.

**Admission Requirements**

(a) The University actively encourages the admission of mature-age students to this programme and high proportions of places in the Bachelor of Social Science are reserved for applicants in this category. Applicants of mature age must show documented evidence of relevant work experience (paid and non-paid) and evidence of an ability to cope with the academic content of the course. This may include secondary education and/or previous tertiary or sub-tertiary studies. Studies in non-related fields may also be taken into consideration; or

(b) a candidate may satisfy minimum requirements for admission to the Bachelor of Social Science by attaining at the NSW Higher School Certificate examination (or its interstate equivalent), a level of performance determined by the Academic Board from time to time.

**Rules Governing Candidature**

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

For the purpose of these Rules the relevant definitions contained in the Glossary apply subject to the following amendments:

(i) “Centre” means the Centre for Professional Development in the School of Social and Workplace Development;

(ii) “candidate” means a person either enrolled in the University as a student, or registered as a student in the Centre or with one of the University’s Licensees, and proceeding to the award of the Bachelor of Social Science.

6. **Requirements for an Award**

(f) To be eligible for the award of the Bachelor of Social Science degree a candidate shall successfully complete not less than twenty-four (24) units comprising:

(i) three (3) units listed in Part A of the Schedule of Units attached to these Rules;

(ii) one (1) unit in Part B of the Schedule;

(iii) at least two (2) major areas of study from Part C of the Schedule;

(iv) eight (8) elective units from Part D of the Schedule or offered elsewhere within the University.

(g) A candidate who while enrolled for the Bachelor of Social Science has completed the requirements for the Associate Degree of Social Science may elect to be awarded the Associate Degree of Social Science following withdrawal from candidature for the Bachelor’s degree.

7. **Advanced Standing/Credit Transfer/Professional Experience**

(b) Candidates who have either undertaken certified or documented in-service courses or have significant relevant and documented work achievements related to the aims and objectives of the course may be granted advanced standing for up to four (4) units provided that the work or in-service courses so completed are considered equivalent to a unit or units in the Schedule of Units attached to these Rules.

(c) Notwithstanding the above, candidates may be granted advanced standing for a further four (4) units.

(d) Candidates who have completed the Associate Degree of Social Science may be granted advanced standing of up to sixteen (16) units in the Bachelor of Social Science.
### Schedule of Units

**PART A**
- SS220 Approaches to Social Sciences
- ED220 Learning, Communicating and Educational Computing
- SY118 Approaches to Sociology

**PART B**
- SY106 Group Processes
- SY119 Working with Groups

**PART C**

#### Community Development
- SY130 Introduction to Community Development
- SY107 Social Planning
- MN204 Community Project Management
- SY131 International Community Development
- SY132 Evaluation in Community Welfare
- SY133 Rural and Urban Community Development

#### Counselling and Mediation Studies
- CL231 Introduction to Counselling: Theory and Practice
- CL232 Methods in Counselling: Theory and Practice
- CL233 Applications of Counselling: Theory and Practice
- CL301 The Counsellor: Role, Ethics and Personal Development
- SY119 Working with Groups
- SY214 Mediation and Dispute Resolution

#### Human Relations and Communication
- MN161 Interpersonal Communication
- SY106 Group Processes
- MN164 Consultation and Participation
- SY120 Conflict Resolution
- SY127 Human Relations
- MN132 Organisational Communication

#### Human Resource Development
- Any six (6) of the following units:
  - SY105 Development of Human Resources
  - MN152 Staff Development and Training
  - MN168 Learning Organisations
  - MN166 Managing Change
  - MN156 Leadership
  - MN154 Staff Selection and Appraisal
  - MN167 Supervision and Teamwork
  - SY124 Mentoring in the Organisation

#### Human Resource Management
- Any six (6) of the following units:
  - MN121 Human Resource Management I*
  - MN122 Human Resource Management II*
  - BS101 Organisational and Human Resource Development*
  - MN311 International Human Resource Management
  - MN116 Industrial Relations
  - MN118 Industrial and Economic Democracy
  - LA106 EEO and OH&S Law and Practice
  - LA104 Employment and Industrial Relations Law

#### Politics and Policy Studies
- PS005 Political Theory
- PS006 Australian Government and Political Institutions
- PS011 Policy Formulation and Reform
- PS012 Politics and Decision Making
- PS013 Politics, Power and Social Movements
- PS010 Local Government

#### Social Welfare Studies
- SY111 Contexts of Social Welfare Practice
- SY112 Social Policy
- SY132 Evaluation in Community Welfare
- SY134 Intervention and Case Management
- HL213 Human Services Management
- CL209 Specific Areas of Social Welfare Practice

#### Sociology
- SY118 Approaches to Sociology
- SY115 Sociology of Inequality
- SY117 Sociology of Work
- SY121 Social Inquiry Methods
- SY122 Sociology of the Family
- SY123 Sociology of Deviance

**PART D**

#### Field Education
- SY113 Field Education I #
- SY114 Field Education II #

#### Social Inquiry
- SY125 Approaches to Social Inquiry
- SY121 Social Inquiry Methods
- SY126 Applied Social Inquiry #
- Four (4) units from any of the major areas of study listed in Part C.
**Social Science**

IS361 Independent Study – Social Science I  
IS362 Independent Study – Social Science II  
IS363 Independent Study – Social Science III  
IS364 Independent Study – Social Science IV  

**Human Services**

IS365 Independent Study – Human Services I  
IS366 Independent Study – Human Services II  
IS367 Independent Study – Human Services III  
IS368 Independent Study – Human Services IV  

* Not offered in 2000.  
# Double-weighted unit.

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**BACHELOR OF SOCIAL SCIENCE WITH HONOURS**  
(Abbreviated title: BSocSc(Hons))

**Introduction**

The Honours course is a separate fourth year of study, which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student’s research potential and introduce students to basic research training.

The Bachelor of Social Science with Honours provides for a one-year full-time or two-year part-time Honours course following the successful completion of the Bachelor of Social Science or an equivalent degree at this or another institution.

The Honours degree may be undertaken in one of the following specialisations:

- Counselling and Mediation Studies
- Human Relations and Communication
- Human Resource Management
- Human Resource Development
- Politics and Policy Studies
- Community Development
- Social Welfare Studies
- Sociology

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**Course Structure**

The Honours course will comprise the following units:

- MN 726 Research Project (1 unit);  
- MA 795 Qualitative Research Methods for the Social Sciences;  
- SY 801 Thesis – Social Sciences (6 unit) or  
- SY 802 Thesis – Social Sciences (8 unit).

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**Rules Governing Candidature**

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

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**GRADUATE CERTIFICATE IN PROFESSIONAL DEVELOPMENT**  
(Abbreviated title: GradCertProfDev)

**Introduction**

The Graduate Certificate in Professional Development is designed to meet the continuing professional development needs of a wide range of occupational groups from industry, commerce and the government sector, giving them a qualification relevant to their careers. The Certificate will be of particular interest and benefit to those who wish to add an accredited course in an area of specialisation to their original qualification.

The Graduate Certificate in Professional Development is designed to articulate with other awards offered by the University. For example, its flexible configuration can lead to further graduate study. A significant feature of this Certificate, therefore, is its capacity to allow flexible professional development pathways for candidates already in the workforce.

**Rules Governing Candidature**

1. To be eligible for admission to the Graduate Certificate in Professional Development an applicant shall:
   
   (a) possess an approved degree, diploma or equivalent qualification acceptable to the School Board, School of Social and Workplace Development; or
(b) submit evidence of professional attainment that will satisfy the School Board that the applicant possesses the educational preparation and capacity to pursue the Graduate Certificate course of studies.

1A. (a) To qualify for the Certificate a candidate shall pass four (4) 150 hour units selected from the Schedule of Units attached to these Rules.

(b) In exceptional cases the Head, School of Social and Workplace Development may permit a candidate to vary the programme specified in the Schedule.

2. Advanced Standing

   (a) The School Board may grant a candidate advanced standing for up to four (4) units on the basis of units completed at this University, and/ or another university or tertiary institution provided that those units have not been counted towards another qualification and have a reasonable degree of correspondence to units prescribed for the coursework programme;

   (b) The School Board may grant a candidate recognition of prior learning for one (1) unspecified elective unit upon demonstration of high-level workplace professional practice.

3. The Graduate Certificate in Professional Development is the equivalent of one (1) semester of full-time study. A part-time candidate shall complete the units for the Graduate Certificate in Professional Development over a period of not less than two (2) semesters and not more than four (4) semesters of study.

4. A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be awarded the Graduate Certificate in Professional Development.

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**Schedule of Units**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED660</td>
<td>Teaching for Effective Learning</td>
</tr>
<tr>
<td>ED661</td>
<td>Applying Theories of Learning to Teaching</td>
</tr>
<tr>
<td>ED403</td>
<td>Learning in Contemporary Society</td>
</tr>
<tr>
<td>ED404</td>
<td>Assessment and Reporting</td>
</tr>
<tr>
<td>ED291</td>
<td>Theory and Process of Curriculum Development</td>
</tr>
<tr>
<td>JP291</td>
<td>Japanese I-IV (Professional Development)</td>
</tr>
<tr>
<td>MN705</td>
<td>Leadership and Teamwork</td>
</tr>
<tr>
<td>ED749</td>
<td>Management Education</td>
</tr>
<tr>
<td>MN703</td>
<td>Organisational Change and Development</td>
</tr>
<tr>
<td>ED748</td>
<td>Workplace Learning*</td>
</tr>
<tr>
<td>MN704</td>
<td>Human Resource Development</td>
</tr>
<tr>
<td>ED021</td>
<td>Adult Learning</td>
</tr>
<tr>
<td>ED083</td>
<td>Introduction to Training and Development</td>
</tr>
<tr>
<td>ED085</td>
<td>Training Methods</td>
</tr>
<tr>
<td>MN791</td>
<td>Recruitment and Performance Management*</td>
</tr>
<tr>
<td>MN776</td>
<td>Planning Processes*</td>
</tr>
<tr>
<td>IS165-8</td>
<td>Independent Study Units</td>
</tr>
</tbody>
</table>

* Not offered in 2000.

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**Graduate Certificate of Training and Development**

(Abbreviated title: GradCertTr&Dev)

**Introduction**

The Graduate Certificate of Training and Development is designed to provide graduates and experienced training practitioners with the opportunity of advanced study in fields of expertise within the School.

The Graduate Certificate has been developed in close consultation with industry partners and with the support of the Education Training Foundation. The programme meets the competency standards set for workplace trainers and is suitable for those currently working in a training or related role or for those wishing to enter the training field.
Course Structure
The Graduate Certificate of Training and Development requires completion of four (4) coursework units with the possibility of advanced standing in some units and will be completed in no more than four (4) semesters of part-time study. This award exists as an exit point for the Graduate Diploma of Training and Development.

Progression from the Graduate Certificate to the Graduate Diploma is permitted within the Academic rules.

The programme of study consists of four of the six (6) coursework units offered for the award of the Graduate Diploma of Training and Development. All units have been written within a training context and follow a logical sequence as set out in the Schedule of Units ("the Schedule") which appears at the end of the Graduate Diploma of Training and Development entry.

Teaching Procedures
To meet the needs of practitioners in either the private or public sector, the course is offered on an external part-time basis using print, audio and audiovisual material supported by teleconferences, videoconferences, electronic mail and computer software.

The course focuses on workplace practice so course participants will need to be employed in the training field or be able to access a training environment.

The course has no compulsory residential component, although opportunities will arise for optional short sessions on campus for audio or videoconferences or E-mail communications. Workload is evenly distributed across the semester. Typically, each unit has two to four pieces of progressive assessment. There are no examinations.

Rules Governing Candidature

1. Admission Requirements

Applicants for admission to the Graduate Certificate of Training and Development must:

(a) possess an approved degree, diploma or equivalent qualification, plus a minimum of two (2) years' work experience; or

(b) submit such evidence of general or professional qualification or evidence of like in work experience that will satisfy the School Board, School of Social and Workplace Development that the applicant possesses the educational preparation and capacity to pursue graduate studies.

2. Requirements for the Graduate Certificate of Training and Development

2.1 To satisfy the requirements for the Graduate Certificate, a candidate shall complete the coursework programme approved by the School of Social and Workplace Development.

2.2 The programme of study shall include units to the value of four (4) of the six (6) coursework units from the Schedule (see end of Graduate Diploma of Training and Development entry).

3. Period of Candidature

3.1 Candidates shall complete the prescribed coursework programme in not more than four (4) semesters of part-time study.

3.2 The School may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. Advanced Standing

The School Board may grant a candidate advanced standing for up to two (2) units on the basis of units or their equivalent completed at this University or another university or tertiary institution prior to admission to candidature for the Graduate Certificate provided that these units or equivalent have not been counted towards another qualification or for admission to the course and they have a reasonable degree of correspondence to units prescribed in the coursework programme.

The School Board may grant additional advanced standing on the basis of units undertaken through the Centre for
Professional Development of the School of Social and Workplace Development.

4A. The School Board may grant a candidate with a three-year degree or diploma recognition of prior learning for one (1) unspecified elective if they are able to demonstrate high level workplace professional practice in the field of Training and Development provided that they have not obtained more than one (1) unit of advanced standing in Rule 4 above.

5. Award of the Certificate

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the Graduate Certificate of Training and Development.

GRADUATE DIPLOMA OF TRAINING AND DEVELOPMENT
(Abbreviated title: GradDipTr&Dev)

Introduction

The Graduate Diploma of Training and Development has been developed in close consultation with industry partners and has the support of the Education Training Foundation. The programme meets the competency standards set for workplace trainers and is suitable for those currently working in a training or related role or for those wishing to enter the training field.

Teaching Procedures

To meet the needs of practitioners in either the private or public sector, the course is offered on an external part-time basis using print, audio and audiovisual material supported by teleconferences, videoconferences, electronic mail and computer software.

The course focuses on workplace practice so course participants will need to be employed in the training field or be able to access a training environment.

The course has no compulsory residential component, although opportunities will arise for optional short sessions on campus. Workload is evenly distributed across the semester. Typically, each unit has two to four pieces of progressive assessment. There are no examinations.

Course Structure

This is a minimum two-year, part-time, external course to prepare those persons who work in the training and development field to further develop their knowledge and skills at postgraduate level.

The programme of study consists of eight (8) units, which must be successfully completed to enable the awarding of the Graduate Diploma of Training and Development. The eight (8) units have been written within a training context and follow a logical sequence as set out in the Schedule of Units attached to the Rules Governing Candidature.

Rules Governing Candidature

1. For the purpose of these Rules, the relevant definitions contained in the Glossary apply.

1A. Admission Requirements

Applicants for admission to the Graduate Diploma of Training and Development must:

(a) possess an approved degree, diploma or equivalent qualification, plus a minimum of two (2) years’ work experience; or

(b) submit such evidence of general or professional qualification or evidence of like in work experience that will satisfy the School Board, School of Social and Workplace Development that the applicant possesses the educational preparation and capacity to pursue graduate studies.

2. (a) A candidate shall enrol in units selected from and in accordance with the Schedule of Units attached to these Rules (“the Schedule”).

(b) The Head, School of Social and Workplace Development may permit a candidate to enrol in a unit or units other than those specified in the Schedule.
3. Repealed.

4. Subject to these Rules, a candidate shall:

(a) complete the units for the Graduate Diploma over a period of not less than four (4) semesters provided that the Head of School may exempt a candidate from this requirement;

(b) be enrolled in not more than two (2) units per semester provided that in exceptional circumstances the Head of School may exempt a candidate from such requirements;

(c) be entitled to be awarded the Graduate Diploma when eight (8) units have been completed;

(d) have completed a unit when either:

   (i) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

   (ii) the candidate has been granted advanced standing in that unit.

5. A candidate who has completed one or more units and who, with the prior approval of the School Board, completes one or more units at an appropriate institution may be granted credit of not more than four (4) units towards the Graduate Diploma provided that the unit or units so completed are considered by the School Board to be equivalent to a unit or units in the Schedule.

The School Board may grant additional advanced standing on the basis of units undertaken through the Centre for Professional Development of the School of Social and Workplace Development.

6. The School Board may grant advanced standing:

(a) of not more than four (4) units to:

   (i) a graduate of an appropriate institution or a person with equivalent qualifications; or

   (ii) a person who has completed successfully work or units toward an award of an appropriate institution or equivalent qualification;

   (iii) a person who has completed the requirements for the Graduate Certificate of Training and Development may be granted advanced standing in up to four (4) units;

(b) up to a maximum of two (2) units, or equivalent modules, to a graduate candidate on the basis of demonstrated industry experience;

where work or units so completed are considered to be equivalent to a unit or units in the Schedule.

7. The Academic Board may grant advanced standing for more than four (4) units.

8. The Academic Board may from time to time vary the contents of the Schedule.

9. A candidate who has been granted advanced standing under Rule 6(a)(iii) must surrender the Graduate Certificate of Training and Development prior to the conferral of the Graduate Diploma.

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### Schedule of Units

<table>
<thead>
<tr>
<th>Code</th>
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</tr>
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<tbody>
<tr>
<td>ED083</td>
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<td>ED021</td>
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<tr>
<td>ED085</td>
<td>Training Methods</td>
</tr>
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<td>ED084</td>
<td>Instructional Design and Educational Technology</td>
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<td>ED019</td>
<td>Evaluation, Assessment and Professionalism</td>
</tr>
<tr>
<td>ED028</td>
<td>Project A: Workplace Practices #or</td>
</tr>
<tr>
<td>ED029</td>
<td>Project B: Professional Practice #</td>
</tr>
<tr>
<td>ED086</td>
<td>Program Planning*</td>
</tr>
</tbody>
</table>

* Not offered in 2000.

# Double-weighted unit.

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**Graduate Certificate of Organisational Development and Training**

(abbreviated title: GradCertOrgD ev&Trg)

Introduction
This programme is designed to provide graduates and experienced human resource practitioners with opportunities for advanced study in the areas of organisational development, human resource development, training and development. This award exists as an exit point for the Master of Organisational Development and Training.

Course Structure

The Graduate Certificate of Organisational Development and Training requires completion of four coursework units with the possibility of advanced standing in some units and will be completed in no more than four (4) semesters of part-time study.

Progression from the Graduate Certificate to the Graduate Diploma and Masters is permitted within the academic rules.

The Head, School of Social and Workplace Development may delegate decisions in student matters to the Course Co-ordinator.

Rules Governing Candidature

1. Admission to Candidature

   1.1 Applicants for admission to candidature for the Graduate Certificate of Organisational Development and Training shall:

       (a) have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification acceptable to the School of Social and Workplace Development as sufficient qualification for admission to candidature or

       (b) satisfy the School by means of other qualifications and/or relevant experience of adequate preparation for candidature.

   1.2 In addition, applicants for admission to candidature must provide evidence of at least one year’s experience in a field of employment acceptable to the School.

   1.3 An applicant for candidature shall apply to the Head, School of Social and Workplace Development on the prescribed form.

   1.4 Admission to candidature and the date of commencement of candidature shall be determined by the School.

2. Approval of Course of Study

   After admission to candidature, a candidate shall have a course of study approved by the Head of School on behalf of the School.

3. Requirements for the Graduate Certificate of Organisational Development and Training

   3.1 To satisfy the requirements for the Graduate Certificate, a candidate shall complete the coursework programme approved by the School.

   3.2 The coursework programme shall include units to the value of four (4) units from Part A of the Schedule attached to the Rules for the Graduate Diploma of Organisational Development and Training.

4. Period of Candidature

   4.1 Candidates shall complete the prescribed coursework programme in not more than four (4) semesters.

   4.2 The School may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

5. Advanced Standing

   5.1 The School Board may grant a candidate advanced standing for up to two (2) units on the basis of units completed at this University or another university or tertiary institution provided that those units have not been counted towards another qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

   5.2 The School Board may grant additional advanced standing on the basis of units undertaken through the Centre for Professional Development of the School of Social and Workplace Development.
5A. The School Board may grant a candidate with a three-year degree or diploma recognition of prior learning for one (1) unspecified elective if they are able to demonstrate high level workplace professional practice in the field of Training and Development provided that they have not obtained more than one (1) unit of advanced standing in Rule 5 above.

6. Award of the Certificate

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the Graduate Certificate of Organisational Development and Training.

GRADUATE DIPLOMA OF ORGANISATIONAL DEVELOPMENT AND TRAINING (Abbreviated title: GradDipOrgDev&Trg)

Introduction

This programme is designed to provide graduates and experienced human resource practitioners with opportunities for advanced study in the areas of organisational development, human resource development, training and development. This award exists as an exit point for the Master of Organisational Development and Training.

Course Structure

The Graduate Diploma of Organisational Development and Training requires completion of eight (8) coursework units with the possibility of advanced standing for some units, and shall be completed in no more than eight (8) semesters.

Progression from the Graduate Diploma to the Masters is permitted within the academic rules.

The Head, School of Social and Workplace Development may delegate decisions in student matters to the Course Co-ordinator.

Rules Governing Candidature

1. Admission to Candidature

1.1 An applicant for admission to candidature for the Graduate Diploma of Organisational Development and Training shall:

(a) have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification acceptable to the School of Social and Workplace Development as sufficient qualification for admission to candidature; or

(b) have completed the Graduate Certificate of Organisational Development and Training; or

(c) have demonstrated academic or professional standing considered by the School to be equivalent to the requirements of (a) or (b).

1.2 In addition, applicants for admission to candidature must provide evidence of at least one year’s experience in a field of employment acceptable to the School.

1.3 An applicant for candidature shall apply to the Head, School of Social and Workplace Development on the prescribed form.

1.4 Admission to candidature and the date of commencement shall be determined by the School.

2. Approval of Course of Study

After admission to candidature, a candidate shall have a course of study approved by the Head of School on behalf of the School.

3. Requirements for the Graduate Diploma of Organisational Development and Training

3.1 To satisfy the requirements for the award of the Graduate Diploma of Organisational Development and Training, a candidate shall complete the coursework programme approved by the School.

3.2 The coursework programme shall include units to the value of eight (8) units, at least four (4) of which must be selected from Part A and two (2) of
which must be selected from Part B of the Schedule attached to these Rules.

4. Period of Candidature

4.1 Candidates shall complete the prescribed coursework programme in not more than eight (8) semesters.

4.2 The School may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

5. Advanced Standing

5.1 The School Board may grant a candidate advanced standing for up to four (4) units on the basis of units completed at this University or another university or tertiary institution provided that those units have not been counted towards another qualification, and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

5.2 Candidates who have completed the requirements of the Graduate Certificate of Organisational Development and Training or the Graduate Certificate of Training and Development may be granted advanced standing for up to four (4) units.

5.3 Under no circumstances may a student be granted advanced standing for more than four (4) units.

5.4 The School Board may grant additional advanced standing on the basis of units undertaken through the Centre for Professional Development of the School of Social and Workplace Development.

5A. The School Board may grant a candidate with a three-year degree or diploma recognition of prior learning for one (1) unspecified elective if they are able to demonstrate high level workplace professional practice in the field of Training and Development provided that they have not obtained more than one (1) unit of advanced standing in Rule 5 above.

6. Graduate Certificate of Organisational Development and Training

A student who, while enrolled as a candidate for the Graduate Diploma of Organisational Development and Training, has completed the requirements of the Graduate Certificate of Organisational Development and Training may elect to be awarded the Graduate Certificate of Organisational Development and Training.

7. Admission to the Graduate Diploma

7.1 A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the Graduate Diploma of Organisational Development and Training.

7.2 A candidate who is granted advanced standing under Rule 5.2 must surrender the Graduate Certificate of Organisational Development and Training or the Graduate Certificate of Training and Development prior to the conferral of the Diploma.

Schedule of Units

PART A

ED021 Adult Learning
ED083 Introduction to Training and Development
ED084 Instructional Design and Educational Technology
ED085 Training Methods
ED086 Program Planning
ED019 Evaluation, Assessment and Professionalism
MN776 Planning Processes
MN791 Recruitment and Performance Management
MN705 Leadership and Teamwork
MN779 Reflecting on Practice
ED028 Project A: Workplace Practices #
ED029 Project B: Professional Practice #

PART B

ED215 Educational Technology
ED734 The Policy Context of Education and Training in Australia
MN703 Organisational Change and Development
ED748 Workplace Learning
MASTER OF ORGANISATIONAL DEVELOPMENT AND TRAINING
(Abbreviated title: MOrgDev&Trg)

Introduction

This programme is designed to provide graduates and experienced human resource practitioners with opportunities for advanced study in the areas of organisational development, human resource development, training and development.

Course Structure

The Master of Organisational Development and Training requires completion of at least twelve units with the possibility of advanced standing for some units. The Masters shall be completed in no more than twelve semesters.

Progression from the Graduate Certificate to the Graduate Diploma and Masters is permitted within the academic rules.

The Head, School of Social and Workplace Development may delegate decisions in student matters to the Course Co-ordinator.

Rules Governing Candidature

1. Admission to Candidature

1.1 Applicants for admission to candidature for the degree of Master of Organisational Development and Training shall:

(a) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this or another university or tertiary institution; or

(b) have completed the Graduate Diploma of Organisational Development and Training or Graduate Diploma of Training and Development or Graduate Diploma of Vocational Education and Training; or

(c) have demonstrated academic or professional standing considered by the School of Social and Workplace Development to be equivalent to the requirements of (a) or (b).

1.2 In addition, applicants for admission to candidature must provide evidence of at least one year’s experience in a field of employment acceptable to the School.

1.3 An applicant for candidature shall apply to the Head, School of Social and Workplace Development on the prescribed form.

1.4 Admission to candidature and the date of commencement shall be determined by the School.

2. Approval of Course of Study

After admission to candidature, a candidate shall have a course of study approved by the Head of School on behalf of the School.

3. Requirements for the Master of Organisational Development and Training

3.1 To satisfy the requirements for the Master of Organisational Development and Training, a candidate shall complete a programme of studies approved by the School.

3.2 The coursework programme shall include units to the value of twelve (12) units which comprise six (6) units from Part A and no less than three (3) units from Part B of the Schedule attached to these Rules.

4. Period of Candidature

4.1 Candidates shall complete the prescribed coursework programme in not more than twelve (12) semesters.
4.2 The School may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

5. Advanced Standing

5.1 The School Board may grant a candidate advanced standing for up to six (6) units on the basis of units completed at this University or at another university or tertiary institution provided that those units have not been counted towards another qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

Candidates who are given advanced standing must complete at least six (6) units from Part B.

5.2 Candidates who have completed the requirements of the Graduate Certificate of Organisational Development and Training, the Graduate Certificate of Vocational Education and Training or the Graduate Certificate of Training and Development may be granted advanced standing for up to four (4) units.

5.3 Candidates who have completed the requirements of the Graduate Diploma of Organisational Development and Training, the Graduate Diploma of Vocational Education and Training or the Graduate Diploma of Training and Development may be granted advanced standing for up to eight (8) units.

5.4 A student will not be granted advanced standing for more than eight (8) units, unless the units are equivalent units of study undertaken through the Professional Development Centre.

5.5 The School Board may grant additional advanced standing on the basis of units undertaken through the Centre for Professional Development of the School of Social and Workplace Development.

6. Graduate Certificate of Organisational Development and Training

A student who, while enrolled as a candidate for the Master of Organisational Development and Training, has completed the requirements of the Graduate Certificate of Organisational Development and Training may elect to be awarded the Graduate Certificate of Organisational Development and Training.

7. Graduate Diploma of Organisational Development and Training

A student who, while enrolled as a candidate for the Master of Organisational Development and Training, has completed the requirements of the Graduate Diploma of Organisational Development and Training may elect to be awarded the Graduate Diploma of Organisational Development and Training.

8. Admission to the Degree of Master of Organisational Development and Training

8.1 A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University may be admitted to the degree of Master of Organisational Development and Training.

8.2 A candidate who is granted advanced standing under Rule 5.2 or 5.3 must surrender the Graduate Certificate or Graduate Diploma prior to the conferral of the Masters.

Schedule of Units

PART A

ED021 Adult Learning
ED083 Introduction to Training and Development
ED084 Instructional Design and Educational Technology
ED085 Training Methods
ED086 Program Planning*
ED019 Evaluation, Assessment and Professionalism
MN776 Planning Processes*
MN791 Recruitment and Performance Management*
MN705 Leadership and Teamwork
GRADUATE CERTIFICATE OF VOCATIONAL EDUCATION AND TRAINING
(Abbreviated title: GradCertVET)

Introduction

The Graduate Certificate of Vocational Education and Training is designed for candidates who are seeking to broaden their knowledge of Vocational Education and Training and to develop an understanding of contemporary issues which confront teachers or practitioners. It produces graduates who have the skills and knowledge to function either as TAFE teachers or private sector practitioners.

Course Structure

The Graduate Certificate of Vocational Education and Training requires the completion of four coursework units with the possibility of advanced standing in some units and will be completed in no more than four (4) semesters of part-time study.

Progression from the Graduate Certificate to the Graduate Diploma and Masters is permitted within the academic rules.

The Head, School of Social and Workplace Development may delegate decisions in student matters to the Course Co-ordinator.

Rules Governing Candidature

1. Qualification for Admission

Applicants for admission to candidature for the Graduate Certificate of Vocational Education and Training shall:

(a) have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification acceptable to the School as sufficient qualification for admission to candidature; or

(b) satisfy the School by means of other qualifications and/or relevant experience of adequate preparation for candidature.

In addition, applicants for admission to candidature must provide evidence of at least one year’s experience in a field of employment acceptable to the School.

An applicant for candidature shall apply to the University on the prescribed form.

Admission to candidature and the semester of commencement of candidature shall be determined by the School.

2. Requirements for the Graduate Certificate of Vocational Education and Training

(a) To be eligible for the award of the Graduate Certificate of Vocational Education and Training, a candidate shall complete the coursework programme approved by the School.

(b) The coursework programme shall consist of four (4) units from the Schedule of Units attached to these Rules.

3. Duration of Course

(a) Unless the Head of School otherwise determines, a candidate shall complete the requirements for the course in no more than two (2) semesters of full-time study or four (4) semesters of part-time study.
(b) The School may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

(c) Progression from the Graduate Certificate to the Graduate Diploma and Masters is permitted within the academic rules. The Head of School may delegate decisions in student matters to the Course Co-ordinator.

4. Enrolment

After admission to candidature, a candidate shall enrol in a course of study approved by the Head of School on behalf of the School.

5. Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

6. Advanced Standing

The School Board may grant a candidate advanced standing for up to two (2) units on the basis of units completed at this University or another university or tertiary institution provided that those units have not been counted towards another qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

The School Board may grant additional advanced standing on the basis of units undertaken through the Centre for Professional Development of the School of Social and Workplace Development.

6A. The School Board may grant a candidate with a three-year degree or diploma recognition of prior learning for one (1) unspecified elective if they are able to demonstrate high level workplace professional practice in the field of Training and Development provided that they have not obtained more than one (1) unit of advanced standing in Rule 6 above.

7. Graduate Certificate of Vocational Education and Training May Be Awarded

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all applicable By-laws and other Rules may be admitted to the Graduate Certificate of Vocational Education and Training.

Schedule of Units

ED021 Adult Learning
ED085 Training Methods
ED017 Vocational Education and Training Studies
ED018 Teaching for Diversity

GRADUATE DIPLOMA OF VOCATIONAL EDUCATION AND TRAINING
(Abbreviated title: GradDipVET)

Introduction

The Graduate Diploma of Vocational Education and Training is designed for candidates who are seeking to broaden their knowledge of Vocational Education and Training and to develop an understanding of contemporary issues which confront teachers or practitioners. It produces graduates who have the skills and knowledge to function either as TAFE teachers or private sector practitioners.

Course Structure

The Graduate Diploma of Vocational Education and Training requires the completion of eight (8) coursework units with the possibility of advanced standing in some units and will be completed in no more than eight (8) semesters of part-time study.

Progression from the Graduate Diploma to the Masters is permitted within the academic rules.

The Head of School may delegate decisions in student matters to the Course Co-ordinator.

Rules Governing Candidature

1. Qualification for Admission
An applicant for admission to candidature for the Graduate Diploma of Vocational Education and Training shall:

(a) have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification acceptable to the School as sufficient qualification for admission to candidature; or
(b) have completed the Graduate Certificate of Vocational Education and Training; or
(c) have demonstrated academic or professional standing considered by the School to be equivalent to the requirements of (a) or (b).

In addition, applicants for admission to candidature must provide evidence of at least one year's experience in a field of employment acceptable to the School.

An applicant for candidature shall apply to the University on the prescribed form.

Admission to candidature and the semester of commencement shall be determined by the School.

2. Requirements for the Graduate Diploma of Vocational Education and Training

(a) To be eligible for the award of the Graduate Diploma of Vocational Education and Training, a candidate shall complete the coursework programme approved by the School.
(b) The coursework programme shall consist of eight (8) units from the Schedule of Units annexed to these Rules.

3. Duration of Course

(a) Unless the Head of School otherwise determines, a candidate shall complete the requirements of the course in no more than eight (8) semesters.
(b) The School may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.
(c) Progression from the Graduate Diploma to the Masters is permitted within the academic rules.

4. Enrolment

After admission to candidature, a candidate shall have a course of study approved by the Head of School on behalf of the School.

5. Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or
(b) the candidate has been granted advanced standing in that unit.

6. Advanced Standing

(a) The School Board may grant a candidate advanced standing for up to four (4) units on the basis of units completed at this University or another university or tertiary institution provided that those units have not been counted towards another qualification, and they have a reasonable degree of correspondence to units prescribed for the coursework programme.
(b) Candidates who have completed the requirements of the Graduate Certificate of Vocational Education and Training may be granted advanced standing for up to four (4) units.
(c) Candidates who have completed the requirements of the Graduate Certificate of Training and Development or Graduate Certificate of Organisational Development and Training may be granted advanced standing for up to four (4) units.
(d) Candidates who have completed the requirements of the Graduate Certificate in Advanced Professional Practice (VOCED) at the Canberra Institute of Technology or the Graduate Certificate of Adult Education in Training at the University of Technology, Sydney, may be granted advanced standing for up to four (4) units.
(e) Under no circumstances may a student be granted advanced standing for more than four (4) units.

(f) The School Board may grant additional advanced standing on the basis of units undertaken through the Centre for Professional Development of the School of Social and Workplace Development.

6A. The School Board may grant a candidate with a three-year degree or diploma recognition of prior learning for one (1) unspecified elective if they are able to demonstrate high level workplace professional practice in the field of Training and Development provided that they have not obtained more than one (1) unit of advanced standing in Rule 6 above.

7. Graduate Certificate of Vocational Education and Training May Be Awarded

A student who, while enrolled as a candidate for the Graduate Diploma of Vocational Education and Training, has completed the requirements of the Graduate Certificate of Vocational Education and Training may elect to be awarded the Graduate Certificate of Vocational Education and Training.

8. Graduate Diploma of Vocational Education and Training May Be Awarded

(a) A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all applicable By-laws and other Rules may be admitted to the Graduate Diploma of Vocational Education and Training.

(b) A candidate granted advanced standing under Rule 6(b) or 6(c) must surrender the Graduate Certificate of Vocational Education and Training or the Graduate Certificate of Training and Development or the Graduate Certificate of Organisational Development and Training prior to the conferral of the Graduate Diploma.

Schedule of Units

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<td>Teaching for Diversity</td>
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<tr>
<td>ED017</td>
<td>Vocational Education and Training Studies</td>
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<tr>
<td>ED029</td>
<td>Project B: Professional Practice #</td>
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<tr>
<td>ED019</td>
<td>Evaluation, Assessment and Professionalism</td>
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<td>ED085</td>
<td>Training Methods</td>
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<td>ED084</td>
<td>Instructional Design and Educational Technology</td>
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MASTER OF VOCATIONAL EDUCATION AND TRAINING (Abbreviated title: MVET)

Introduction

The Master of Vocational Education and Training provides advanced study for candidates who are seeking to broaden their knowledge of Vocational Education and Training and to develop an understanding of contemporary issues which confront teachers or practitioners. It produces graduates who have advanced skills and knowledge to function in senior positions either in TAFE as teachers, or as private sector practitioners.

Course Structure

The Master of Vocational Education and Training requires the completion of twelve coursework units with the possibility of advanced standing in some units and will be completed in no more than twelve semesters of part-time study.

The Head, School of Social and Workplace Development may delegate decisions in student matters to the Course Co-ordinator.

Rules Governing Candidature

1. Qualification for Admission

Applicants for admission to candidature for the degree of Master of Vocational Education and Training shall:

(a) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this or another university or tertiary institution; or
(b) have completed the Graduate Diploma of Vocational Education and Training; or
(c) have demonstrated academic or professional standing considered by the School to be equivalent to the requirements of (a) or (b).
(d) In addition, applicants for admission to candidature must provide evidence of at least one year’s experience in a field of employment acceptable to the School.
(e) An applicant for candidature shall apply to the University on the prescribed form.
(f) Admission to candidature and the semester of commencement shall be determined by the School.

2. Requirements for the Master of Vocational Education and Training
(a) To be eligible for the award of Master of Vocational Education and Training, a candidate shall complete a programme of studies approved by the School.
(b) The coursework programme shall include units to the value of twelve (12) units which shall comprise all units from Part A and no less than four (4) units selected from Part B of the Schedule of Units attached to these Rules.

3. Duration of Course
(a) Unless the Head of School otherwise determines, a candidate shall complete the requirements for the course in no more than twelve (12) semesters.
(b) The School may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.
(c) The Head of School may delegate decisions in student matters to the Course Co-ordinator.

4. Enrolment
After admission to candidature, a candidate shall have a course of study approved by the Head of School on behalf of the School.

5. Completion of a Unit
A candidate shall have completed a unit when either:
(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or
(b) the candidate has been granted advanced standing in that unit.

6. Advanced Standing
(a) The School Board may grant a candidate advanced standing for up to six (6) units on the basis of units completed at this University or at another university or tertiary institution provided that those units have not been counted towards another qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme. Candidates who are given advanced standing must complete any two (2) units from Part A and no less than four (4) units from Part B of the Schedule of Units attached to these Rules.
(b) Candidates who have completed the requirements of the Graduate Certificate of Vocational Education and Training may be granted advanced standing for up to four (4) units.
(c) Candidates who have completed the requirements of the Graduate Diploma of Vocational Education and Training may be granted advanced standing for up to eight (8) units.
(d) Candidates who have completed the requirements of the Graduate Certificate in Advanced Professional Practice (VOCED) at the Canberra Institute of Technology or the Graduate Certificate of Adult Education in Training at the University of Technology, Sydney, may be granted advanced standing for up to four (4) units.
(e) Under no circumstances may a student be granted advanced standing for more than eight (8) units.

(f) The School Board may grant additional advanced standing on the basis of units undertaken through the Centre for Professional Development of the School of Social and Workplace Development.

7. Graduate Certificate of Vocational Education and Training May Be Awarded

A student who, while enrolled as a candidate for the Master of Vocational Education and Training, has completed the requirements of the Graduate Certificate of Vocational Education and Training may elect to be awarded the Graduate Certificate of Vocational Education and Training.

8. Graduate Diploma of Vocational Education and Training May Be Awarded

A student who, while enrolled as a candidate for the Master of Vocational Education and Training, has completed the requirements of the Graduate Diploma of Vocational Education and Training may elect to be awarded the Graduate Diploma of Vocational Education and Training.

9. Master of Vocational Education and Training May Be Awarded

(a) A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all applicable By-laws and other Rules may be admitted to the degree of Master of Vocational Education and Training.

(b) A candidate granted advanced standing under Rule 6(b) or 6(c) must surrender the Graduate Certificate or Graduate Diploma prior to the conferral of the Masters.

Schedule of Units

**PART A**

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<th>Code</th>
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<tbody>
<tr>
<td>ED021</td>
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**PART B**

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**PART C**

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<td>IS166</td>
<td>Independent Study : Training and Development II</td>
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<tr>
<td>SY700</td>
<td>Sociology of Workplace Industrial Relations*</td>
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* Not offered in 2000.
# Double-weighted unit.

MASTER OF EDUCATION (TRAINING AND DEVELOPMENT) (Abbreviated title: MEd(T&D))

Introduction

The Master of Education (Training and Development) requires candidates to specialise in the area of applied enquiry in training contexts. The degree is offered by research or coursework. It is anticipated that the normal time for completion for candidates enrolled in the external or part-time mode would be two (2) years.

Candidates completing a degree by research thesis in Training and Development should refer to the Rules and Regulations for Research Masters. The research option is also detailed below under “Course Structure”.

Admission

Applicants for admission to the Masters programme must hold as a minimum requirement the equivalent of a four-year qualification, in an area deemed to be
appropriate, from a recognised tertiary institution. This would normally include a degree and/or a graduate diploma (either or both in an area deemed to be appropriate). These previous tertiary qualifications should indicate achievement at a high level. Applicants for the programme should have at least the equivalent of one year of full-time relevant experience.

In keeping with commitment towards greater flexibility of access to programmes and recognition of professional development achievements, consideration will also be given to applicants with qualifications deemed to be “equivalent”, e.g. having four-year status from the NSW Department of School Education, a significant record of research or professional development, occupational achievements judged to be at a postgraduate level. In such cases thorough supporting evidence should be provided at the time of application.

Course Structure

The degree will comprise eight (8) units.

Candidates proceeding via the research option will complete two (2) Research Methods units (1-unit value each) and a 6-unit thesis. If candidates can provide previous evidence of completing similar research units or their equivalent then the School Board may permit the research option to be completed by an 8-unit thesis.

Candidates proceeding via the coursework options will complete one Research Methods unit; four coursework (Issues) units associated with the stream in which the candidate is enrolled; and a dissertation equivalent to 3-unit value.

Coursework units to be selected will depend on availability in each year of candidature. In general, these will be selected from the coursework units in the Schedule of Units for the Master of Education (Training and Development).

Rules Governing Candidature

1. For the purpose of these Rules, the relevant definitions contained in the Glossary apply.

2. (a) A candidate shall enrol in units selected from the Schedule of Units attached to these Rules.

(b) The Head, School of Social and Workplace Development may permit a candidate to enrol in a unit or units other than those specified in the Schedule of Units.

3. A candidate shall select units from those which are being offered in each year of candidature.

4. Subject to these Rules, a candidate shall:

(a) complete the units for the degree over a period of not less than two (2) semesters (full-time candidates) and not more than eight (8) semesters (part-time or external candidates) from the time of enrolment;

(b) be entitled to be awarded the degree when they have satisfactorily completed coursework of eight (8) unit value including:

(i) no less than one (1) unit selected from Part A of the Schedule;

(ii) four (4) units from Part B of the Schedule; and

(iii) a three (3) unit dissertation as listed in Part C of the Schedule.

5. A candidate who has completed one or more units and who, with the prior approval of the School Board, School of Social and Workplace Development, completes one (1) or more units at an appropriate institution may be granted credit of not more than 50% of the degree provided that the unit or units so completed are considered by the School Board to be equivalent to a unit or units in the Schedule.

6. (a) The School Board may grant advanced standing of not more than 50% of the degree to an applicant who has been admitted to the programme and who has successfully completed work or units towards an award or equivalent qualification from an appropriate institution provided that work or units completed are considered by the Board to be equivalent to a unit or units in the Schedule.
(b) Units completed in the Graduate Diploma of Training and Development may be counted for advanced standing at the equivalent of 1-unit value in the 8-unit degree provided that:

(i) the candidate already holds a four-year degree or its equivalent; and

(ii) the unit has been awarded a grade at “Credit” level or higher; and

(iii) a maximum of four (4) such units may be permitted to contribute to advanced standing within the provisions of 6(a) above.

(c) The School Board may grant additional advanced standing on the basis of units undertaken through the Centre for Professional Development of the School of Social and Workplace Development.

<table>
<thead>
<tr>
<th>Schedule of Units</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PART A</strong></td>
</tr>
<tr>
<td>MA 795 Qualitative Research Methods for the Social Sciences</td>
</tr>
<tr>
<td>MA 792 Research Methods</td>
</tr>
<tr>
<td><strong>PART B</strong></td>
</tr>
<tr>
<td>ED 734 The Policy Context of Education and Training in Australia*</td>
</tr>
<tr>
<td>ED 749 Management Education</td>
</tr>
<tr>
<td>ED 750 Instructional Design*</td>
</tr>
<tr>
<td>SY 700 Sociology of Workplace Industrial Relations*</td>
</tr>
<tr>
<td>DP 712 Computer Based Training*</td>
</tr>
<tr>
<td>MN 753 Reframing Organisational Futures</td>
</tr>
<tr>
<td>MN 703 Organisational Change and Development</td>
</tr>
<tr>
<td>MN 704 Human Resource Development</td>
</tr>
<tr>
<td>ED 748 Workplace Learning*</td>
</tr>
<tr>
<td>ED 215 Educational Technology*</td>
</tr>
<tr>
<td>IS 165 Independent Study – Training and Development I</td>
</tr>
<tr>
<td>IS 166 Independent Study – Training and Development II</td>
</tr>
<tr>
<td><strong>PART C</strong></td>
</tr>
<tr>
<td>ED 756 Research Dissertation #</td>
</tr>
<tr>
<td>* Not offered in 2000.</td>
</tr>
<tr>
<td># Triple-weighted unit.</td>
</tr>
</tbody>
</table>

GRADUATE CERTIFICATE IN LEADERSHIP AND CHANGE
(Abbreviated title: GradCertL&C)

Rules Governing Candidature

1. Qualification for Admission

Applicants for admission to candidature for the Graduate Certificate in Leadership and Change shall:

(a) satisfy the School by means of relevant work experience and/or other qualifications of adequate preparation for candidature; or

(b) have fulfilled all the requirements for admission to a three-year degree or an equivalent qualification acceptable to the School of Social and Workplace Development as sufficient qualification for admission to candidature.

2. Requirements for the Degree

(a) To be eligible for the award of Graduate Certificate in Leadership and Change a candidate shall complete the coursework programme approved by the School.

(b) The coursework programme shall consist of four (4) units from the Schedule of Units attached to these Rules.

3. Duration of Course

Unless the School Board otherwise determines, a candidate shall complete the requirements for the course in no more than two (2) semesters of full-time study or six (6) semesters of part-time study.

4. Enrolment

Unless the School Board otherwise determines:

(a) a candidate shall enrol for at least one semester; and

(b) a candidate shall enrol in not more than two (2) units in any one semester.

5. Completion of a Unit

A candidate shall have completed a unit when either:
(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examinations Rule 9; or
(b) the candidate has been granted advanced standing in that unit.

6. Advanced Standing
   (a) The School Board may grant a candidate advanced standing for up to four (4) units on the basis of work or units successfully completed by undertaking the School’s Professional Development Units, or up to three (3) units of study for units completed at another tertiary institution acceptable to the School Board.

   (b) The School Board may grant a candidate advanced standing in recognition of prior learning for up to two (2) unspecified units if they are able to demonstrate and document high level workplace professional practice in the field of management, providing that they have obtained no more than one (1) unit of advanced standing as in Rule 6(a).

7. Graduate Certificate in Leadership and Change May Be Awarded
   A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all applicable By-laws and other Rules may be admitted to the Graduate Certificate in Leadership and Change.

   **Schedule of Units**
   - MN753 Reframing Organisational Futures
   - MN754 Energising Organisations
   - MN703 Organisational Change and Development
   - MN705 Leadership and Teamwork

   **GRADUATE CERTIFICATE IN PROFESSIONAL MANAGEMENT**
   (Abbreviated title: GradCertProfM angt)

   **GRADUATE DIPLOMA IN PROFESSIONAL MANAGEMENT**
   (Abbreviated title: GradDipProfM angt)

   **MASTER OF PROFESSIONAL MANAGEMENT**
   (Abbreviated title: MProfM angt)

   **Rules Governing Candidature**

   1. Qualification for Admission
      Applicants for admission to candidature shall:
      (a) have fulfilled all the requirements for admission to an Australian Bachelors degree or equivalent qualification acceptable to the Graduate College of Management as sufficient qualification for admission to candidature; or
      (b) satisfy the College by means of other qualifications and experience of adequate preparation for candidature.

   2. Requirements for the Award
      (a) To be eligible for the award of the Graduate Certificate in Professional Management, a candidate shall complete not less than four (4) units comprising units selected from the Schedule of Units attached to these Rules.

      (b) To be eligible for the award of the Graduate Diploma in Professional Management, a candidate shall complete not less than eight (8) units comprising units selected from the Schedule of Units attached to these Rules.

      (c) To be eligible for the award of the Master of Professional Management, a candidate shall complete not less than twelve (12) units comprising units selected from the Schedule of Units attached to these Rules.

   3. Duration of Course
      Unless the Director (or delegate) of the Graduate College of Management otherwise determines, a candidate shall complete the requirements for the course in not more than nine (9) trimesters if a full-time student, and
not more than eighteen (18) trimesters if a part-time student.

4. Enrolment

Unless the Head of School/Director otherwise determines a candidate shall remain enrolled for the duration of each trimester.

5. Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examinations Rule 9; or

(b) the candidate has been granted advanced standing in that unit.

6. Advanced Standing/Credit Transfer/Recognition of Prior Learning

(a) A candidate may be granted advanced standing by the Board of the Graduate College of Management towards the Master of Professional Management for up to eight (8) units on the basis of units completed at this University or at another university or tertiary institution provided that those units have not been counted towards another equivalent qualification and they have a reasonable degree of correspondence to units prescribed for the coursework programme.

(b) Candidates who have completed the requirements of the Southern Cross University Graduate Certificate in Professional Management shall be granted advanced standing for up to four (4) units.

(c) Candidates who have completed the requirements of the Southern Cross University Graduate Diploma in Professional Management shall be granted advanced standing for up to eight (8) units.

(d) Candidates may receive advanced standing on the basis of recognition of prior learning (RPL) on an individual basis.

(e) The total advanced standing based on units and RPL other than those in the Graduate Certificate in Professional Management or the Graduate Diploma in Professional Management shall not exceed 75% of the course.

Deeming Clause

A unit specified by the Industry Partner and agreed by the University as a unit equivalent for the purposes of these Rules, shall be considered to be a unit in the Master of Professional Management and satisfactory completion of such a unit shall count as a pass towards this award.

7. Admission to Award

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules of the University may be admitted to the award of the Graduate Certificate in Professional Management, the Graduate Diploma in Professional Management, or the degree of Master of Professional Management as appropriate.

Schedule of Units

Candidates may select appropriate units from across the postgraduate offerings within the University. Unit selection must be indicated to the Course Coordinator prior to enrolment. The Course Coordinator and candidate will negotiate admission to units with the appropriate Unit Assessor.

Masters Degree by Research

Doctor of Philosophy

Information and Rules concerning Masters degrees by research and Doctor of Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.
School of Tourism and Hospitality Management

Head of School
Professor G.M. Prosser BA(ANU), MEnvStud(Adel), FATRI

The School of Tourism and Hospitality Management offers a variety of undergraduate and postgraduate courses catering to the growing international tourism and hospitality industry.

The courses are offered on-campus at Lismore and Coffs Harbour and by distance education. Innovative exchange programmes allow students to spend a period of their course studying at an overseas university. The School of Tourism and Hospitality Management is recognised internationally for its industry relevant tourism education and research. Graduates have an enviable record of employment in the tourism and hospitality industry.

The School of Tourism and Hospitality Management offers the following programmes:

- Bachelor of Business in Hotel and Catering Management
- Bachelor of Business in Tourism
- Bachelor of Business in Tourism with Honours
- Bachelor of Business in Hotel Management
- Diploma in Hotel Management
- Graduate Certificate in International Tourism Management
- Graduate Diploma in International Tourism Management
- Master of International Tourism Management
- Graduate Certificate in International Hotel Management
- Graduate Diploma in International Hotel Management
- Master of International Hotel Management
- Graduate Certificate in Convention and Event Management
- Graduate Diploma in Convention and Event Management
- Master of Convention and Event Management
- Master of Business (by Research)*
- Doctor of Philosophy*
- Certificate in Club Management #
- Diploma in Club Management #
- Associate Degree in Club Management #
- Bachelor of Business in Club Management #
- Diploma of Business Management #
- Diploma of Food Service Management #

A combined Bachelor of Business in Tourism/ Bachelor of Laws course is also available. Details are included in the School of Law and Justice entry in this Handbook.

* Information and Rules are given in the Graduate Research College entry in this Handbook. Enquiries should be directed to the Graduate Research College.

# These courses are offered in partnership with major corporations and industry associations. Enquiries should be directed to the Administrative Assistant on (02) 6620 3920.
Introduction

The Bachelor of Business in Hotel and Catering Management is a three-year full-time (or equivalent part-time) degree course. The course was established in close consultation with the hospitality industry to prepare graduates for employment in hotel and catering management and other related tourism management positions in Australia and internationally.

The course provides a strong focus on management skills and reflects the importance of a service-oriented approach to the work environment. It provides an opportunity to apply theories and concepts to the workplace. Graduates will be suited to employment as professional managers and supervisors in hospitality facilities within hotels, clubs, resorts, restaurants, convention, entertainment and catering organisations in both the public and private sector of the hospitality industry. This degree will also qualify them for management and supervisory positions in the tourism industry.

This degree is offered at the new, purpose-built, state-of-the-art facilities at the University’s Coffs Harbour Campus.

Course Structure

A full-time student studies four (4) units in each of six semesters over three years, totalling twenty-four (24) units. All students are required to complete compulsory core units as well as a group of elective units which allow for a measure of specialisation within the course.

Internship Study units form a key part of the course. They can be taken over a 24-week period in Semester 6 in one of a range of operating areas which give students practical experience in the workplace. Alternatively, the Internship Study units can be undertaken throughout the course.

International Exchange

Students enrolling in the Bachelor of Business in Hotel and Catering Management may elect to participate in an International Tourism programme as part of their degree. This programme consists of six months of study at partner universities in the United Kingdom, Holland, and the United States of America. While students are responsible for costs such as airfares, accommodation and living expenses, they remain eligible for AUSTUDY or Youth Allowance. For more information, contact the International Exchange Co-ordinator in the School.

Admission

Students will be selected on the following criteria:

1. School-leavers:

   The aggregate mark achieved in the NSW Higher School Certificate or equivalent examination. School-leavers may also be admitted under the Regional Entry Report Scheme.

2. Other candidates:

   Selected either on the basis of Higher School Certificate performance or under the special entry rules of the University, which place emphasis on experience and motivation.

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. Requirements for the Degrees

   (f) To be eligible for the award of Bachelor of Business in Hotel and Catering Management a candidate shall successfully complete not less than twenty-four (24) units comprising:

   (i) eighteen (18) units from Part A of the Schedule of Units attached to these Rules;

   (ii) not less than four (4) units from Part B of the Schedule; and
(iii) not more than two (2) elective units.

7. **Advanced Standing/Credit Transfer/Professional Experience**

   (b) Candidates who have completed the requirements of the Diploma of Food Service Management may be granted advanced standing of up to eight (8) units.

   (c) No student shall be granted advanced standing for more than sixteen (16) units of which:

   (i) a maximum of four (4) units may be counted towards Intern-Study; and

   (ii) a maximum of twelve (12) units may be counted towards units other than Intern-Study.

### Schedule of Units

#### PART A

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MN411</td>
<td>Tourism and Hospitality Studies I</td>
</tr>
<tr>
<td>MK127</td>
<td>Introduction to Tourism and Hospitality Marketing</td>
</tr>
<tr>
<td>BS207</td>
<td>Personal Communications for the Tourism and Hospitality Industry</td>
</tr>
<tr>
<td>MN428</td>
<td>Food and Beverage Service Delivery Systems</td>
</tr>
<tr>
<td>MN429</td>
<td>Food Preparation and Production Systems</td>
</tr>
<tr>
<td>MN431</td>
<td>Hotel Operations</td>
</tr>
<tr>
<td>MN440</td>
<td>Introduction to Tourism and Hospitality Management</td>
</tr>
<tr>
<td>MN413</td>
<td>Human Resource Management in the Tourism and Hospitality Industry</td>
</tr>
<tr>
<td>AC206</td>
<td>Financial Analysis for Tourism and Hospitality Management</td>
</tr>
<tr>
<td>MN441</td>
<td>Tourism and Hospitality Services Management</td>
</tr>
<tr>
<td>LA205</td>
<td>Industrial Relations and Law for Tourism and Hospitality</td>
</tr>
<tr>
<td>MN417</td>
<td>Strategic Management for Tourism and Hospitality Enterprises</td>
</tr>
<tr>
<td>MN419</td>
<td>Food and Beverage Management</td>
</tr>
<tr>
<td>MK128</td>
<td>Tourism Hospitality Management</td>
</tr>
<tr>
<td>MN221</td>
<td>Intern Study I*</td>
</tr>
<tr>
<td>MN222</td>
<td>Intern Study II*</td>
</tr>
<tr>
<td>MN223</td>
<td>Intern Study III*</td>
</tr>
<tr>
<td>MN224</td>
<td>Intern Study IV*</td>
</tr>
</tbody>
</table>

#### PART B

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MN412</td>
<td>Tourism and Hospitality Studies II</td>
</tr>
<tr>
<td>AC207</td>
<td>Hospitality and Tourism Financial Management</td>
</tr>
<tr>
<td>MN418</td>
<td>Accommodation and Information Technology Systems</td>
</tr>
<tr>
<td>MN424</td>
<td>Economic Analysis for Tourism and Hospitality</td>
</tr>
<tr>
<td>MN426</td>
<td>Gaming and Club Management</td>
</tr>
<tr>
<td>MN427</td>
<td>Entrepreneurship in Tourism and Hospitality</td>
</tr>
<tr>
<td>MN425</td>
<td>Pacific Asia Tourism Marketing and Development</td>
</tr>
<tr>
<td>MN420</td>
<td>Conventions, Meetings and Exhibitions Management</td>
</tr>
<tr>
<td>MN415</td>
<td>Tourism and Hospitality Research and Analysis</td>
</tr>
<tr>
<td>MN416</td>
<td>Tourism and Hospitality Industry Project</td>
</tr>
<tr>
<td>EE221</td>
<td>Tourism and Hospitality International Exchange I</td>
</tr>
<tr>
<td>EE222</td>
<td>Tourism and Hospitality International Exchange II</td>
</tr>
<tr>
<td>EE223</td>
<td>Tourism and Hospitality International Exchange III</td>
</tr>
<tr>
<td>EE224</td>
<td>Tourism and Hospitality International Exchange IV</td>
</tr>
</tbody>
</table>

* Intern Study I-IV may be taken either throughout the course during times when other units are not scheduled, or over a 24-week period after the completion of Semester 5. All internship placements must be approved by the Internship Co-ordinator prior to commencement.

**NB:**

1. Core units must be taken in the order that they are offered, or at the discretion of the School Board.

2. The offering of any unit listed in Part B of the Schedule is at the discretion of the School Board subject to student numbers, availability of staff and timetabling constraints.

3. All elective units are subject to approval by the School Board.
**BACHELOR OF BUSINESS IN TOURISM**  
(Abbreviated title: BBus)

**Introduction**

The Bachelor of Business in Tourism is a three-year full-time (or equivalent part-time) degree course. The course was established in close consultation with the tourism industry to provide a strong focus on management skills in a variety of tourism-related fields. It places considerable emphasis on workplace experience and involves practicum work in some units in the second and third years.

The main emphasis of the course is to give students the best possible preparation for a successful career in tourism and hospitality management. Graduates will be suited to employment as professional managers and supervisors in tourism facilities such as hotels, clubs, resorts, motels, restaurants, entertainment facilities, convention and event management organisations, private corporations and Government bodies.

The course is offered at the University’s Lismore Campus.

**Course Structure**

A full-time student studies four (4) units in each of six semesters over three years, totalling twenty-four (24) units. All students are required to complete compulsory core units as well as a group of elective units which are offered in a number of streams of specialisation within the course. The four major streams are: Hotel and Resort Management, Convention and Event Management, Tourism Marketing and Planning, and International Tourism Management.

Internship Study units form a key part of the course. They can be taken over a 24-week period in Semester 6 in one of a range of operating areas which give students practical experience in the workplace. Alternatively, the Internship Study units can be undertaken throughout the course.

**International Exchange**

Students enrolling in the Bachelor of Business in Tourism may elect to participate in an International Tourism programme as part of their degree. This programme consists of one semester of study during the second year at an international partner university in the United Kingdom, Holland or the United States of America. While students are responsible for costs such as airfares, accommodation and living expenses, they remain eligible for AUSTUDY or Youth Allowance. For more information, contact the International Exchange Co-ordinator in the School.

**Admission**

Students will be selected on the following criteria:

1. **School-leavers:**
   - The aggregate mark achieved in the NSW Higher School Certificate or equivalent examination. School-leavers may also be admitted under the Regional Entry Report Scheme.

2. **Other candidates:**
   - Selected either on the basis of Higher School Certificate performance or under the special entry rules of the University, which place emphasis on experience and motivation.

There are currently no pre-requisite subjects at the HSC level for any of the University’s courses, but applicants are advised that having undertaken a mathematics subject at HSC level would be an advantage in helping prepare them for some units in the Tourism course.

**Rules Governing Candidature**

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. **Requirements for an Award**

   (f) To be eligible for the award of Bachelor of Business in Tourism, a candidate shall successfully complete not less than twenty-four (24) units comprising:

   (i) sixteen (16) units from Part A of the Schedule of Units attached to these Rules;

   (ii) no less than four (4) units from Part B of the Schedule; and
(iii) not more than four (4) elective units.

7. Advanced Standing/Credit Transfer/Professional Experience

(b) Candidates who have completed the requirements of the Diploma of Business Management may be granted advanced standing of up to eight (8) units.

(c) No student shall be granted advanced standing for more than sixteen (16) units of which:

(i) a maximum of four (4) units may counted towards Intern-Study; and

(ii) a maximum of twelve (12) units may be counted towards units other than Intern-Study.

8. International Exchange Program

Candidates may apply to participate in a one semester exchange programme at an approved partner institution overseas. Where a candidate does so, they must:

(a) undertake units at the partner University which have been approved by the School Board prior to enrolment;

(b) take the equivalent of a full-time student load at the partner University, to receive a maximum of four (4) units of advanced standing at Southern Cross University;

(c) successfully pass the units enrolled in at the partner University to receive advanced standing at Southern Cross University; and

(d) abide by the rules and conditions of the partner University and the exchange agreement.

Schedule of Units

PART A
MN 411 Tourism and Hospitality Studies I
MK 127 Introduction to Tourism and Hospitality Marketing
BS 207 Personal Communications for the Tourism and Hospitality Industry
MN 440 Introduction to Tourism and Hospitality Management
MN 412 Tourism and Hospitality Studies II
MN 413 Human Resource Management in the Tourism and Hospitality Industry
MN 415 Tourism and Hospitality Research and Analysis
MK 128 Tourism Hospitality Sales and Promotion
AC 206 Financial Analysis for Tourism and Hospitality
MN 441 Tourism and Hospitality Services Management
LA 205 Industrial Relations and Law for Tourism and Hospitality
MN 417 Strategic Management for Tourism and Hospitality Enterprises
MN 221 Intern Study I*
MN 222 Intern Study II*
MN 223 Intern Study III*
MN 224 Intern Study IV*

PART B
AC 207 Hospitality and Tourism Financial Management
MN 416 Tourism and Hospitality Industry Project
MN 419 Food and Beverage Management
MN 418 Accommodation and Information Technology Systems
MN 421 Events Management
MN 426 Gaming and Club Management
MN 423 Tourism Planning and the Environment
MN 427 Entrepreneurship in Tourism and Hospitality
MN 425 Pacific Asia Tourism Marketing and Development
MN 422 Tourism Market Research Methods
MN 420 Conventions, Meetings and Exhibitions Management
MN 424 Economic Analysis for Tourism and Hospitality
MK 204 Special Interest Tourism
JP 301 Japanese I
JP 302 Japanese II
EE 221 Tourism and Hospitality International Exchange I
EE 222 Tourism and Hospitality International Exchange II
EE 223 Tourism and Hospitality International Exchange III
EE 224 Tourism and Hospitality International Exchange IV

* Intern Study I-IV may be taken either throughout the course during times when other units are not scheduled, or over a 24-len
week period after the completion of Semester 5. All internship placements must be approved by the Internship Co-ordinator prior to commencement.

**NB:**
1. Core units must be taken in the order that they are offered, or at the discretion of the School Board.
2. The offering of any unit listed in Part B of the Schedule is at the discretion of the School Board subject to student numbers, availability of staff and timetabling constraints.
3. All elective units are subject to approval by the School Board.

## BACHELOR OF BUSINESS IN TOURISM WITH HONOURS
*(Abbreviated title: BBus(Hons))*

### General

The Honours course is a separate fourth year of study which may be undertaken following successful completion of an undergraduate degree. The Honours degree may be a completion point for tertiary study itself but, in many cases, it represents the starting point for entry to further postgraduate research degrees. The Honours degree should provide an indication of a student’s research potential and introduce students to basic research training.

### Course Structure

The Bachelor of Business in Tourism with Honours course comprises two Minor Studies and a Major Study, as set out in the Schedule appearing below.

**NB:** These requirements are currently under review and applicants for candidature in 2000 should check with the School’s Honours Co-ordinator.

### Rules Governing Candidature

Information and Rules concerning Bachelors degrees with Honours (where Honours is taken as a separate fourth year following a three-year Bachelors degree), are given in the Rules entry in this Handbook (Part B).

### Schedule of Units

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>TR803</td>
<td>Tourism Minor Study I</td>
</tr>
<tr>
<td>TR804</td>
<td>Tourism Minor Study II</td>
</tr>
<tr>
<td>TR801</td>
<td>Tourism Major Study I</td>
</tr>
</tbody>
</table>

**Notes to this Schedule:**

1. Minor Studies may be taken in two of the following areas:
   (a) Advanced Australian Tourism Studies
   (b) Advanced Tourism Planning
   (c) Advanced Tourism Research Methods
   (d) Commercial Recreation and Leisure Services
   (e) Issues in Advanced Tourism Marketing
   (f) Issues in Advanced Human Resource Management for the Tourism Industry
   (g) Issues in Advanced Tourism Management
   (h) Pacific Rim Tourism
   (i) Tourism for Special Populations

2. The Major Study must be on a topic within the general areas of Tourism Marketing, Tourism Planning, Tourism Policy, or Tourism and Hospitality Management. The topic of the Major Study may be related, but may not be identical, to the topics selected for the Minor Studies.

## BACHELOR OF BUSINESS IN HOTEL MANAGEMENT
*(Abbreviated title: BBusHotelMangt)*

## DIPLOMA IN HOTEL MANAGEMENT
*(Abbreviated title: DipHotelMangt)*

### Introduction

The course prepares graduates for employment in hotel management positions in Australia and internationally. The course focuses on hotel operational skills, management practice in the
international hotel management sector and the skills needed for continued learning in a changing and global business environment.

This degree is offered at The Hotel School in Sydney. The Hotel School is a joint venture between Southern Cross University and the Inter-Continental Hotel.

Course Structure

Once gaining an Advanced Diploma in Hotel Management, students may enrol in the degree programme. They will complete five units, one of which will require a six-week industry placement. Upon successful completion of these units, the student will have fulfilled the requirements for the Bachelor of Business in Hotel Management.

Admission

The pre-requisite for the degree programme is a Diploma and Advanced Diploma in Hotel Management offered by The Hotel School. Applicants for admission to the Diploma must have completed a Certificate IV in Hospitality (or equivalent) and have demonstrated a capacity for successful completion of university studies. Selection of applicants, if necessary, will be based upon academic merit in the Certificate IV in Hospitality course, or equivalent.

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

For the purpose of these Rules:

(a) “Institute” means Australasian Institute of Hotel Management;

(b) “candidate” means a person:
   (i) enrolled in the University as a student; or
   (ii) registered as a student in the Institute.

(c) “unit” means a component of a course and includes equivalent units offered by the School as listed in the Schedule of Units attached to these Rules.

6. Requirements for an Award

(f) To be eligible for the award of the Bachelor of Business in Hotel Management degree a candidate shall successfully complete not less than twenty-four (24) units comprising:
   (i) all units in Part A of the Schedule attached to these Rules; and
   (ii) the equivalent of eight (8) other units acceptable to the School Board.

(g) To be eligible for the award of the Diploma in Hotel Management a candidate shall successfully complete eight (8) units from Part A of the Schedule.

7. Advanced Standing/Credit Transfer/Professional Experience

(c) Bachelor of Business in Hotel Management
   (i) The School Board may grant a candidate advanced standing for up to twenty (20) units provided that in all cases the units are considered to be equivalent to units in the Schedule, or up to sixteen units (16) on the basis set out in Rule 7(a).
   (ii) Candidates who have completed the requirements of the Diploma in Hotel Management may be granted advanced standing for up to eight (8) units.

(b) Diploma in Hotel Management
   The School Board may grant a candidate advanced standing for up to eight (8) units provided that in all cases the units are considered to be equivalent to units in the Schedule or up to four units (4) on the basis set out in Rule 7(a).

Schedule of Units

PART A

BS207 Personal Communications for the Tourism and Hospitality Industry
MN411 Tourism and Hospitality Studies I
MK210 Hotel Sales and Marketing
M K 212 Hotel Marketing and Public Relations  
MN 413 Human Resource Management in the Tourism and Hospitality Industry  
MN 136 Financial Analysis for Hotels  
MN 135 Hotel Services Management  
MN 134 Introduction to Hotel Management  
LA 205 Industrial Relations and Law for Tourism and Hospitality  
MN 417 Strategic Management for Tourism and Hospitality Enterprises  
AC 207 Hospitality and Tourism Financial Management  
MK 211 Market Research and Analysis for Hotels  
MN 416 Tourism and Hospitality Industry Project  
MN 137 Environmental Management for the Hotel Industry  
MN 221 Intern Study I  
MN 222 Intern Study II  
PART B  
MK 204 Special Interest Tourism  
MN 420 Conventions, Meetings and Exhibitions Management  
MN 425 Pacific Asia Tourism Marketing and Development  
MN 223 Intern Study III  
MN 224 Intern Study IV  
MN 412 Tourism and Hospitality Studies II  
MN 427 Entrepreneurship in Tourism and Hospitality  
MN 426 Gaming and Club Management  
MN 423 Tourism Planning and the Environment  
MN 421 Event Management  
MN 424 Economic Analysis for Tourism and Hospitality  

CONVENTION AND EVENT MANAGEMENT  
(Abbreviated title: GradCertConEventMangt)  

Introduction  

The Graduate Certificate, Graduate Diploma and Masters programmes are designed to provide graduates and experienced managers with the opportunity to undertake advanced study in international tourism, hotel and event management.  

Course Structure  

The Graduate Certificate requires completion of at least four (4) units described in the accompanying Schedule.  

Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.  

Rules Governing Candidature  

1. Admission to Candidature  

(a) Applicants for admission to candidature for the Graduate Certificate shall provide evidence of at least one year’s experience in a field of employment acceptable to the School Board, School of Tourism and Hospitality Management and shall:  

(i) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this or another university of tertiary institution; or  

(ii) have demonstrated academic or professional standing considered by the School Board to be equivalent to the requirement of (a).  

(b) An applicant for candidature shall apply to the Head, School of Tourism and Hospitality Management on the prescribed form.  

(c) Admission to candidature and the trimester of commencement shall be determined by the Head of School.  

(d) After admission to candidature, a
candidate shall submit a programme of study for approval by the Head of School.

2. Requirements for the Graduate Certificate in International Tourism Management, the Graduate Certificate in International Hotel Management and the Graduate Certificate in Convention and Event Management

To satisfy requirements for the Graduate Certificate, the candidate shall complete a programme equivalent to at least four (4) units of study approved by the School Board, including units selected from the appropriate Schedule annexed to these Rules. In special circumstances other coursework units may be approved by the School Board.

3. Period of Candidature

(a) Except with the permission of the School Board, a full-time candidate shall pursue the approved course of study for not more than three (3) fifteen (15) week trimesters; in all other cases, the maximum period of candidature shall be six (6) fifteen (15) week trimesters. There will be three (3) fifteen (15) week trimesters in each calendar year.

(b) The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. Enrolment

Unless the School Board otherwise determines:

(a) a candidate shall remain enrolled for the duration of each semester; and

(b) a candidate shall enrol in not more than four (4) units in any one semester. Provided that where the Head of School’s discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units in any one semester.

5. Completion of a Unit

A candidate shall have completed a unit when either:

(a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or

(b) the candidate has been granted advanced standing in the unit.

6. Advanced Standing

At the discretion of the School Board a candidate may be granted advanced standing for up to two (2) units on the basis of units completed at this University or at another University or tertiary institution provided that these units have a reasonable degree of correspondence to units prescribed for the coursework programme or are appropriate for study in the said programme.

7. Admission to the Graduate Certificate in International Tourism Management, the Graduate Certificate in International Hotel Management and the Graduate Certificate in Convention and Event Management

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University, may be admitted to the Graduate Certificate in International Tourism Management, the Graduate Certificate in International Hotel Management or the Graduate Certificate in Convention and Event Management.

Schedule of Units

The Schedule is to be found at the end of the entry for the Master of International Tourism Management and Master of International Hotel Management.
Introduction

The Graduate Certificate, Graduate Diploma and Masters programmes are designed to provide graduates and experienced managers with the opportunity to undertake advanced study in international tourism, hotel and event management.

Course Structure

The Graduate Diploma requires completion of at least eight (8) units described in the accompanying Schedule.

Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.

Rules Governing Candidature

1. Admission to Candidature

(a) Applicants for admission to candidature for the Graduate Diploma shall provide evidence of at least one year’s experience in a field of employment acceptable to the School Board, School of Tourism and Hospitality Management and shall:

(i) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this or another university of tertiary institution; or

(ii) have completed the Graduate Certificate; or

(iii) have demonstrated academic or professional standing considered by the School Board to be equivalent to the requirement of (a) or (b).

(b) An applicant for candidature shall apply to the Head, School of Tourism and Hospitality Management on the prescribed form.

(c) Admission to candidature and the trimester of commencement shall be determined by the School Board.

(d) After admission to candidature, a candidate shall submit a programme of study for approval by the School Board.

2. Requirements for the Graduate Diploma in International Tourism Management, the Graduate Diploma in International Hotel Management and the Graduate Diploma in Convention and Event Management

To satisfy requirements for the Graduate Diploma, the candidate shall complete a programme equivalent to at least eight (8) units of study approved by the School Board, including units selected from the appropriate Schedule annexed to these Rules. In special circumstances other coursework units may be approved by the School Board.

3. Period of Candidature

(a) Except with the permission of the School Board, a full-time candidate shall pursue the approved course of study for not more than six (6) fifteen (15) week trimesters; in all other cases, the maximum period of candidature shall be twelve (12) fifteen (15) week trimesters. There will be three (3) fifteen (15) week trimesters in each calendar year.

(b) The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.
4. **Enrolment**

   Unless the School Board otherwise determines:
   
   (a) a candidate shall remain enrolled for the duration of each semester; and
   
   (b) a candidate shall enrol in not more than four (4) units in any one semester.

   Provided that where the School Board’s discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units in any one semester.

5. **Completion of a Unit**

   A candidate shall have completed a unit when either:
   
   (a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or
   
   (b) the candidate has been granted advanced standing in the unit.

6. **Advanced Standing**

   (a) At the discretion of the School Board a candidate may be granted advanced standing for up to four (4) units on the basis of units completed at this University or at another University or tertiary institution provided that these units have a reasonable degree of correspondence to units prescribed for the coursework programme or are appropriate for study in the said programme.

   (b) A candidate who has completed all the requirements for the Graduate Certificate may be granted advanced standing for up to four (4) units.

   (c) Notwithstanding, the total of advanced standing based on units other than those in the Graduate Certificate shall not exceed 50% of the course.

7. **Admission to the Graduate Diploma in International Tourism Management, the Graduate Diploma in International Hotel Management and the Graduate Diploma in Convention and Event Management**

   A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University, may be admitted to the Graduate Diploma in International Tourism Management, the Graduate Diploma in International Hotel Management or the Graduate Diploma in Convention and Event Management.

### Schedule of Units

The Schedule is to be found at the end of the entry for the Master of International Tourism Management and Master of International Hotel Management.

**MASTER OF INTERNATIONAL TOURISM MANAGEMENT**  
(Abbreviated title: MIntTourMangt)

**MASTER OF INTERNATIONAL HOTEL MANAGEMENT**  
(Abbreviated title: MIntHotMangt)

**MASTER OF CONVENTION AND EVENT MANAGEMENT**  
(Abbreviated title: MConEventMangt)

**Introduction**

The Graduate Certificate, Graduate Diploma and Masters programmes are designed to provide graduates and experienced managers with the opportunity to undertake advanced study in international tourism, hotel and event management.

**Course Structure**

The Masters degree requires completion of at least twelve (12) units described in the accompanying Schedule.
Progression from the Graduate Certificate to the Graduate Diploma to the Masters degree is permitted within the Rules.

**Rules Governing Candidature**

1. **Admission to Candidature**
   (a) Applicants for admission to candidature for the Masters degree shall provide evidence of at least one year’s experience in a field of employment acceptable to the School Board, School of Tourism and Hospitality Management and shall:
   (i) have fulfilled all the requirements for admission to a degree or qualification of equivalent standing at this or another university of tertiary institution; or
   (ii) have completed the Graduate Diploma; or
   (iii) have demonstrated academic or professional standing considered by the School Board to be equivalent to the requirement of (a) or (b).

   (b) An applicant for candidature shall apply to the Head, School of Tourism and Hospitality Management on the prescribed form.

   (c) Admission to candidature and the trimester of commencement shall be determined by the School Board.

   (d) After admission to candidature, a candidate shall submit a programme of study for approval by the School Board.

2. **Requirements for the Master of International Tourism Management, Master of International Hotel Management and Master of Convention and Event Management**

   To satisfy requirements for the Masters programme, the candidate shall complete the four (4) units which make up Part A of the schedule, and take eight (8) additional units of study from Part B. Under special circumstances other coursework units may be approved by the School Board.

3. **Period of Candidature**
   (a) Except with the permission of the School Board, a full-time candidate shall pursue the approved course of study for not more than nine (9) fifteen (15) week trimesters; in all other cases, the maximum period of candidature shall be eighteen (18) fifteen (15) week trimesters. There will be three (3) fifteen (15) week trimesters in each calendar year.

   (b) The School Board may grant leave of absence from candidature and the period of such leave shall not be counted as part of the prescribed period of candidature.

4. **Enrolment**

   Unless the School Board otherwise determines:
   (a) a candidate shall remain enrolled for the duration of each semester; and
   (b) a candidate shall enrol in not more than four (4) units in any one semester. Provided that where the School Board’s discretion is exercised such a candidate shall be permitted to enrol in not more than five (5) units in any one semester.

5. **Completion of a Unit**

   A candidate shall have completed a unit when either:
   (a) a grade indicating satisfactory completion of the unit has been attained as prescribed in Assessment and Examination Rule 9; or
   (b) the candidate has been granted advanced standing in the unit.

6. **Advanced Standing**

   (a) At the discretion of the School Board a candidate may be granted advanced standing for up to six (6) units on the basis of units completed at this University or at another University or tertiary institution provided that these units have a reasonable degree of correspondence to units prescribed for the coursework programme or are appropriate for study in the said
programme.

(b) A candidate who has completed all the requirements for the Graduate Certificate may be granted advanced standing for up to four (4) units.

(c) A candidate who has completed the requirements for the Graduate Diploma may be granted advanced standing for up to eight (8) units.

(d) Notwithstanding, the total of advanced standing based on units other than those in the appropriate Graduate Certificate and Graduate Diploma shall not exceed 50% of the course.

7. Admission to the Degree in Master of International Tourism Management, Master of International Hotel Management and Master of Convention and Event Management

A candidate who has fulfilled the requirements of these Rules and otherwise has complied with the provision of all By-laws and other Rules applicable to the University, may be admitted to the degree of Master of International Tourism Management, the Master of International Hotel Management or the Master of Convention and Event Management.

### Schedule of Units

#### PART A

**International Tourism Management**
- MN 760 The Tourism Environment
- MN 762 Contemporary Tourism Issues
- MN 910 Tourism and Hospitality Project I *

**International Hotel Management**
- MN 914 Managing Human Resources and Changes in the Hotel Industry
- AC 208 Financial Analysis for Hotels, Conventions and Events
- MN 912 Environmental Management for Hotels
- MN 913 Business Analysis for Tourism and Hospitality Managers

**Convention and Event Management**
- MN 272 Meetings, Incentives, Conventions and Exhibitions Management
- MN 273 Event Planning and Management
- DP 244 Technological Systems for Conventions and Events

* Double-weighted unit.

#### PART B

**International Tourism Management**
- MN 760 The Tourism Environment
- MN 762 Contemporary Tourism Issues
- MN 906 International Tourism Studies
- MN 907 Tourism and Hospitality Management
- MK 904 Strategic Marketing for Tourism and Hospitality Industries
- MN 912 Environmental Management for Hotels
- MN 909 Management for Quality Tourism and Hospitality Services
- MK 905 Marketing Management for Tourism and Hospitality Industries
- MN 913 Business Analysis for Tourism and Hospitality Managers
- MN 914 Managing Human Resources and Change in the Hotel Industry
- MN 908 Strategic Management in Tourism and Hospitality Industries
- MN 910 Tourism and Hospitality Project I *
- MN 911 Tourism and Hospitality Project II *
- AC 208 Financial Analysis for Hotels, Conventions and Events

**Convention and Event Management**
- MN 272 Meetings, Incentives, Conventions and Exhibitions Management
- MN 273 Event Planning and Management
- DP 244 Technological Systems for Conventions and Events

Masters Degree by Research

Doctor in Philosophy

Information and Rules concerning Masters degrees by research and Doctor in Philosophy are given in the Graduate Research College entry in this Handbook.

Enquiries should be directed to the Graduate Research College.

Certificate in Club Management

(abbreviated title: CertClubMangt)

Diploma in Club Management
ASSOCIATE DEGREE IN CLUB MANAGEMENT
(Abbreviated title: AssocDegClubMangt)

BACHELOR OF BUSINESS IN CLUB MANAGEMENT
(Abbreviated title: BBusClubMangt)

Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

For the purpose of these Rules the relevant definitions contained in the Glossary apply subject to the following amendments:

(a) "Centre" means the Centre for Professional Development in Club Management;

(b) "candidate" means a person either enrolled in the University as a student, or registered as a student in the Centre or with one of the University's Licensees, and proceeding to the award of the Bachelor of Business in Club Management.

6. Requirements for an Award

(f) To be eligible for the award of the Bachelor of Business in Club Management degree a candidate shall successfully complete not less than twenty-four (24) units comprising:

(i) twenty (20) units from Part A of the Schedule of Units attached to these Rules; and

(ii) four (4) units from Part B of the Schedule.

(g) To be eligible for the award of the Associate Degree in Club Management a candidate shall successfully complete not less than sixteen (16) units comprising:

(i) fourteen (14) units from Part A of the Schedule of Units attached to these Rules; and

(ii) two (2) units from Part B of the Schedule;

(h) To be eligible for the award of the Diploma in Club Management a candidate shall successfully complete not less than eight (8) units from Part A of the Schedule of Units attached to these Rules;

(i) To be eligible for the award of the Certificate in Club Management a candidate shall successfully complete not less than four (4) units from Part A of the Schedule of Units attached to these Rules;

(j) A candidate may be permitted to enrol in a unit or units other than those specified in these Rules at the discretion of the School Board.

7. Advanced Standing/Credit Transfer/Professional Experience

(b) Candidates who have completed the requirements of the Certificate in Club Management may be granted advanced standing for up to four (4) units in the Diploma in Club Management, Associate Degree in Club Management and Bachelor of Business in Club Management.

(c) Candidates who have completed the requirements of the Diploma in Club Management may be granted advanced standing for up to eight (8) units in the Associate Degree in Club Management and Bachelor of Business in Club Management.

(d) Candidates who have completed the requirements of the Associate Degree in Club Management may be granted advanced standing for up to sixteen (16) units in the Bachelor of Business in Club Management.

(e) Candidates enrolled in the Bachelor of Business in Club Management may be granted advanced standing for up to twenty-four (24) units.
Schedule of Units

PART A

TR204 Quality Management I: Food and Beverage
TR205 Quality Management II: Inventory
TR206 Quality Management III: Project Management
TR208 Human Resource Management I: Introduction
TR209 Human Resource Management II: Planning
TR210 Human Resource Management III: Policies
TR211 Gaming Management I: Introduction
TR212 Gaming Management II: Analysis
TR213 Gaming Management III: Impacts
TR214 Gaming Management IV: Strategic Gaming Management
TR215 Finance and Information Systems I: Introduction
TR216 Finance and Information Systems II: Analysis
TR217 Finance and Information Systems III: Financial Management
TR218 Marketing I: Introduction
TR219 Marketing II: Strategies
TR220 Management I: Introduction
TR221 Facility and Risk Management I: Legal Principles
TR222 Facility and Risk Management II: Framework
TR223 Facility and Risk Management III: Policies
TR224 Club Industry Project
TR207 Quality Management IV: Functions and Meetings
TR214 Gaming Management IV: Strategic Gaming Management
TR220 Marketing III: Management
TR224 Club Industry Project
MN411 Tourism and Hospitality Studies I
MN418 Accommodation and Information Technology Systems

DIPLOMA OF BUSINESS MANAGEMENT
(Abbreviated title: DipBusMangt)

Introduction

Southern Cross University pioneered in Australia the establishment of partnerships with employers through the joint establishment of Centres for Professional Development (CPDs). The Ansett Centre for Business Education has been formed to facilitate the provision of study programmes and related services to meet the education and training needs of Ansett Australia personnel. The Ansett Centre for Business Education is another example of a successful joint development between the University and industry.

Course Structure

The Diploma of Business Management is a two-year part-time course and has been designed specifically to provide students with the knowledge and skills required of middle managers employed by Ansett Australia. Within all units, there is the opportunity for students to use their current work practice and experience to tailor studies to suit their individual needs.

In the first year of the programme, students undertake compulsory units in core business disciplines, including Communications, Human Resource Management, Financial Management and Marketing.

In the second year, units build on these core disciplinary areas by examining industrial relations and legal requirements of day-to-day travel operations. This year also includes an examination of both services and project management. In the final semester, an applied research project will allow students to link different elements of the course, and evaluate their application in the workplace.

Admission

Applicants for admission to candidature must be 21 years of age and have demonstrated a capacity for successful completion of this course either through previous workplace experience or in their written application.

Candidates for the Diploma must also be current employees of Ansett Australia and have been employed by Ansett for not less than 12 months.

Selection of students is based upon the following:

- employment experience - length of
employment, seniority, range, type and relevance;

- education - HSC, post-secondary, relevance of post-secondary experience, previous university studies;

- motivation and aptitude - general indicators such as commitment, professionalism of application in terms of extent, scope, quality of supporting documentation, enthusiasm for the programme and demonstration of their motivation towards long-term goals within the travel and tourism industry. Demonstrated written communication skills are also considered.

### Rules Governing Candidature

See Generic Rules for Undergraduate Awards in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

For the purpose of these Rules the relevant definitions contained in the Glossary apply subject to the following amendments:

- "candidate" means a person either enrolled in the University as a student; or
- registered with the Ansett Centre for Business Education as an independent student or through an industry partnership or licence agreement.

### 1. Qualification for Admission

- Applicants for admission to candidature for the Diploma of Business Management shall:
  - be 21 years of age and have demonstrated a capacity for successful completion of this course either through previous workplace experience or in their written application; and
  - must also be current employees of Ansett Australia and have been employed by Ansett for not less than 12 months.

### 6. Requirements for an Award

- To be eligible for the award of Diploma of Business Management a candidate shall successfully complete all units in the Schedule of Units attached to these Rules.

- In exceptional circumstances, a candidate may be permitted to enrol in a unit or units other than those specified in these Rules at the discretion of the School Board.

### 7. Advanced Standing/Credit Transfer/Professional Experience

- The School Board, School of Tourism and Hospitality Management may grant a candidate advanced standing for up to eight (8) units on the basis of:
  - units successfully completed at this University under the Commonwealth Industry Places Scheme; or
  - units successfully completed through the Ansett Centre for Business Education.

### Schedule of Units

- BS202  Personal Communications for Tourism
- MN 197  Human Resource Management in the Tourism and Hospitality Industry
- AC204  Financial Analysis for the Travel Industry
- MK 125  Travel Sales and Marketing
- MN 198  Travel Services Management
- MN 199  Project Management in the Tourism Industry
- LA 204  Elements of Business Law for the Travel and Tourism Industry
- MN 200  Ansett Project

### DIPLOMA OF FOOD SERVICE MANAGEMENT

(Abbreviated title: DipFoodServMangt)

### Introduction

The Restaurant and Catering Industry Association of Australia and Southern Cross University have jointly developed a Diploma of
Food Service Management designed specifically to meet the needs for employment and professional advancement in the dynamic hospitality industry. The innovative programme offers distance education with personal support for study at home, multiple exit points – the ability to choose selected modules or the entire programme – and two years of part-time study that lead to industry relevant qualifications.

**Course Structure**

Participants study vital elements of food service management in areas of personal communications, finance and budgeting systems, human resource management, marketing and quality assurance, risk management, small business management – all cumulating in a final food service industry project.

Materials and support services provided to each student comprise course introductory guide, unit study guide, book of readings, telephone support by individual tutor, telephone tutorials and optional student network.

**Admission**

Applicants for admission to candidature must be 21 years of age and have demonstrated a capacity for successful completion of this course through previous workplace experience or in their written application. Selection of students is based upon the following:

- previous educational attainment;
- prior experience at a senior level within the industry;
- demonstrated commitment to the programme.

**Rules Governing Candidature**

See *Generic Rules for Undergraduate Awards* in the Rules section of this Handbook, in conjunction with specific Rules and the Schedule of Units below.

6. **Requirements for an Award**

   (f) To be eligible for the award of the Diploma of Food Service Management a candidate shall successfully complete all units in the Schedule of Units attached to these Rules.

   (g) In exceptional circumstances, a candidate may be permitted to enrol in a unit or units other than those specified in these Rules at the discretion of the School Board.

**Schedule of Units**

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>MN124</td>
<td>Communications in the Food Service Industry</td>
</tr>
<tr>
<td>MN125</td>
<td>Human Resource Management in the Food Service Industry</td>
</tr>
<tr>
<td>AC205</td>
<td>Finance and Budgeting Systems for Food Services</td>
</tr>
<tr>
<td>MK126</td>
<td>Hospitality Marketing and Quality Assurance</td>
</tr>
<tr>
<td>MN126</td>
<td>Project Management for the Food Service Industry</td>
</tr>
<tr>
<td>MN127</td>
<td>Risk Management in the Food Service Industry</td>
</tr>
<tr>
<td>MN128</td>
<td>Small Business Management for Food Services</td>
</tr>
<tr>
<td>MN129</td>
<td>Food Service Industry Project</td>
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