How to use the 2005 Student Handbook

The Student Handbook has been divided into six main sections to ensure that information is easily accessible. These sections include:

1. General Information (*Principal Dates, Contact Information etc.*)
2. Divisions of the University
3. Student Services and Information
4. Course Information
5. Unit Information
6. Rules

Students are advised to make full use of the many comprehensive tables of content and indexes at the beginning of each section.

Do you want to find a course?

If you know the name of the course you are interested in….

Turn to the first page of the Course Information section (page 48) where you will find an alphabetical listing of all courses.

Course details include such important information as the course code, the campus where the course is taught, its duration, course rules, and the schedule of units which need to be studied.

Do you want to find details of individual units that form part of a course?

If you know the name of the unit you are interested in….

Turn to the Index of unit titles on page 332

If you know the unit code and want to find details of the unit….

Turn to the Unit Descriptions by Unit Code on page 352

Unit details include such important information as the unit code, availability information, any pre-requisites, and unit description.

Students should always take account of course and unit availability when planning their studies. Students can check the availability of both courses and units by viewing the Schedule of Units on the website www.scu.edu.au/handbook.

*Tip: Use the index at the back of the Student Handbook to help you find everything you want!*
Do you want to find out about a particular rule?

| If the issue is general in nature relating to University policy on admissions, enrolment, assessment rules, fees and charges, then… | Turn to the Rules section of the Student Handbook on page 489 |
| If the issue is more course specific, and therefore may not be applicable to all courses, then… | Turn to the Course Details for your course (a Course Information index is provided on page 48) where you will find details of the specific course rules. |

Students are advised to refer to both the Rules section of the Student Handbook, in conjunction with the specific course rule detailed under the relevant course entry.

Further information about University governance and rules can be found in the 2005 Calendar. The Calendar is an on-line publication and can be found at the following world-wide-web address www.scu.edu.au/calendar.
Campus Addresses and Contact Telephone Numbers*

Lismore Campus
PO Box 157
(Military Road)
Lismore  NSW  2480
Telephone: (02) 6620 3000
Facsimile: (02) 6620 3700

Student Services
Telephone (02) 6620 3444
Facsimile (02) 6622 4341

International Office
Telephone (02) 6620 3876
Facsimile (02) 6620 3227
International Telephone (61 2) 6620 3876
International Facsimile (61 2) 6620 3227

Coffs Harbour Campus
Hogbin Drive
Coffs Harbour  NSW  2457
Telephone: (02) 6659 3000
Facsimile: (02) 6659 3051
Student Enquiries: (02) 6659 3777

Tweed Gold Coast Campus
PO Box 42
(Brett Street)
Tweed Heads  NSW  2485
Telephone: (07) 5506 9200
Facsimile: (07) 5506 9202

Divisions of the University
Refer to page 11 for more details.

Schools and Colleges
School of Education
Telephone (Lismore) (02) 6620 3620
Facsimile (Lismore) (02) 6622 1833
Telephone (Coffs Harbour) (02) 6659 3654
Facsimile (Coffs Harbour) (02) 6659 3624

School of Environmental Science and Management
Telephone (02) 6620 3650
Facsimile (02) 6621 2669

School of Exercise Science and Sport Management
Telephone (02) 6620 3767
Facsimile (02) 6620 3880

School of Law and Justice
Telephone (02) 6620 3109
Facsimile (02) 6622 4167

School of Multimedia and Information Technology
Telephone (Coffs Harbour) (02) 6659 3605
Facsimile (Coffs Harbour) (02) 6659 3612
Facsimile (Head of School) (02) 6659 3650
Telephone (Lismore) (02) 6620 3029
Facsimile (Lismore) (02) 6622 8098

School of Natural and Complementary Medicine
Telephone (02) 6620 3383
Facsimile (02) 6620 3307

School of Nursing and Health Care Practices
Telephone (02) 6620 3642
Facsimile (02) 6620 3022

School of Psychology
Telephone (02) 6659 3301
Facsimile (02) 6659 3202

School of Social Sciences
Telephone: (Lismore) (02) 6620 3609
Facsimile (Lismore) (02) 6622 4171
Telephone (Coffs Harbour) (02) 6659 3309
Facsimile (Coffs Harbour) (02) 6659 3103
Telephone: (Tweed GC) (07) 5506 9200
Facsimile: (Tweed GC) (07) 5506 9202
School of Tourism and Hospitality Management
- Telephone (Lismore) (02) 6620 3920
- Facsimile (Lismore) (02) 6626 9155
- Telephone (Coffs Harbour) (02) 6659 3212
- Facsimile (Coffs Harbour) (02) 6659 3144
- Postgraduate (Tweed Gold Coast Campus)
- Telephone (Tweed GC) (07) 5506 9342
- Facsimile (Tweed GC) (07) 5506 9301

College of Indigenous Australian Peoples
- Telephone (02) 6620 3955
- Facsimile (02) 6620 3958

Graduate College of Management
- Telephone (Lismore) (02) 6620 3434
- Facsimile (Lismore) (02) 6626 9170
- Telephone (Tweed GC) (07) 5506 9300
- Facsimile (Tweed GC) (07) 5506 9301

Graduate Research College
- Telephone (02) 6620 3172
- Facsimile (02) 6626 9145

Research Centres
- Australian Centre for Complementary Medicine Education and Research (ACCMER)
  - Telephone (02) 6620 3403
  - Facsimile (02) 6622 3307
- Centre for Gambling Education and Research
  - Telephone (02) 6620 3930
  - Facsimile (02) 6622 2208
- Centre for Phytochemistry
  - Telephone (02) 6622 3211
  - (02) 6626 9175
  - Facsimile (02) 6622 3459
- Centre for Plant Conservation Genetics
  - Telephone (02) 6620 3356
  - Facsimile (02) 6622 2080
- Centre for Regional Tourism Research
  - Telephone (02) 6620 3503
  - Facsimile (02) 6620 3565
- Centre for Whale Research
  - Telephone (02) 6620 3774
  - Facsimile (02) 6621 2669

Information Technology
(Information Technology - Lismore)
- Telephone (02) 6620 3698
- Facsimile (02) 6620 3033

(Information Technology - Coffs Harbour)
- Telephone (02) 6659 3080
- Facsimile (02) 6659 3082

University Library
- Lismore
  - Telephone (02) 6620 3718
  - Tollfree 1800 659 460
  - Facsimile (02) 6620 3875
- Coffs Harbour
  - Telephone (02) 6659 3232
  - Facsimile (02) 6659 3234
- Tweed Gold Coast
  - Telephone (07) 5506 9206
  - Facsimile (07) 5506 9332

Learning Assistance
- Lismore
  - Telephone (02) 6620 3386
  - Facsimile (02) 6622 0093
- Coffs Harbour
  - Telephone (02) 6659 3323
  - Facsimile (02) 6659 3051
- Tweed Gold Coast
  - Telephone (07) 5506 9201
  - Facsimile (07) 5506 9202

University Centres
- Sydney Hotel School
  - Telephone (02) 9240 1280
  - Facsimile (02) 9240 1338

* Other telephone numbers and contact details are included in the Student Services and Information section.

NB STD rates are charged according to distance, time of day and length of call, and can apply to calls between numbers commencing with the same two digits (e.g. Lismore 66xx xxxx, Coffs Harbour 66xx xxxx).
## Summary of 2005 Principal Dates and Teaching Weeks

### ACADEMIC YEAR

#### First Semester
- **21 February – 17 June**
- **Classes**: 21 February – 25 March
- **Study Week**: 28 March – 1 April
- **Classes**: 4 April – 27 May
- **Study Week**: 30 May – 3 June
- **Examinations**: 6 June – 17 June
- **Non-Teaching Weeks**: 20 June – 15 July

#### Second Semester
- **18 July – 11 November**
- **Classes**: 18 July – 23 September
- **Study Week**: 26 September – 30 September
- **Classes**: 3 October – 21 October
- **Study Week**: 24 October – 28 October
- **Examinations**: 31 October – 11 November

#### Trimester 1
- **24 January – 6 May**
- **Classes**: 24 January – 22 April
- **Examinations**: 25 April – 6 May
- **Non-Teaching Week**: 9 May – 13 May

#### Trimester 2
- **16 May – 26 August**
- **Classes**: 16 May – 12 August
- **Examinations**: 15 August – 26 August
- **Non-Teaching Weeks**: 29 August – 2 September

#### Trimester 3
- **5 September – 16 December**
- **Classes**: 5 September – 2 December
- **Examinations**: 5 December – 16 December

### TEACHING WEEKS

#### First Semester

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† Study Week
# Examinations
Principal Dates for 2005

The academic year is divided into semesters and trimesters.

Semesters

Each semester is of 17 weeks duration (numbered 1–17). Each semester comprises 13 teaching weeks, 2 non–teaching weeks and 2 assessment weeks. Asian Semesters commence later than standard semesters, but are identical in length and format. For standard semesters, a 4-week recess occurs between first and second semesters. The summer recess extends from early-November to late February. From 1998 study packages have been offered during the summer recess.

Trimesters

There are 3 trimesters (1, 2 and 3), each of 15 weeks duration (numbered 1–15). Each trimester comprises 13 teaching weeks and 2 assessment weeks. Asian Trimesters commence later than standard trimesters, but are identical in length and format. For standard trimesters, a non-teaching week occurs between each trimester. A five-week recess occurs from mid-December to late January.

Principal Dates

January

3 New Years Day holiday
17 Trimester 3 2004 grades published on web
24 Trimester 1 Commences
26 Australia Day Holiday
31 Final day for lodgement of late re-enrolment form for 2005 (with $20 late fee)

February

7-11 Summer Session and Special Exams
11 Summer Session Ends
14 Final day for enrolment in Trimester 1 units
14 Census date – Trimester 1
14-18 Orientation

March

4 Final day to vary enrolment to add First Semester unit without penalty/approval
18 Final day for withdrawal without failure – Trimester 1 units
18 Final date to lodge re-enrolment form (with $50 late fee and approval)
21 First Semester Commences
28 Summer Session grades published on web

April

9 Graduation Ceremonies (Coffs Harbour)
16 Graduation Ceremonies (Lismore)
23 Graduation Ceremonies (Lismore)
25-6 May Trimester 1 Examinations
25 Anzac Day Holiday
29 Final day for withdrawal without failure – First Semester

May

6 Trimester 1 Ends
9-13 Trimester Non Teaching Week
16 Trimester 2 Commences
16 Trimester 1 grades published on web
27 First Semester Lectures Cease
30-3 June Study Week

June

6 Final day for enrolment in Trimester 2 units
8 PRINCIPAL DATES
Southern Cross University, 2005

6 Census date – Trimester 2
6-17 First Semester Examinations
13 Queen’s Birthday Holiday
17 First Semester Ends
20-15 July Semester mid year non teaching period

July
4 Semester 1 grades published on web
8 Final day for withdrawal without failure – Trimester 2 units

18 Second Semester Commences
29 Final day to add Second Semester unit without penalty/approval

August
15–26 Trimester 2 Examinations
26 Trimester 2 Ends
29-2 Sep Trimester Non teaching week
31 Final day for withdrawal from Second Semester course/unit without incurring HECS liability
31 Second Semester Census Date – HECS liability assessed

September
5 Trimester 3 Commences
5 Trimester 2 grades published on web
17 Graduation Ceremonies (Lismore)
23 Final day for withdrawal without failure – Second Semester units
26 Final day for enrolment in Trimester 3 units
26 Census date – Trimester 3
26-30 Study Week

October
3 Labour Day Holiday
21 Second Semester Lectures Cease
28 Final day for withdrawal without failure – Trimester 3 units
24-28 Study Week

31 Final day for lodgement of 2006 re-enrolment form without penalty (semester students)
31-11 Nov Semester 2 Examinations

November
11 Second Semester Ends
21 Summer Session commences
28 Semester 2 grades published on web.

December
5-16 Trimester 3 Examinations
16 Trimester 3 Ends
Notes:

1. **Education Professional Experience Dates**: 
   *Graduate Diploma of Education*
   **Combined Degrees – Third year**
   First Semester: May 31 – June 25
   To select 15 teaching days in a 4 week period.
   Second Semester: Oct 25 to Nov 26
   To select 20 teaching days in a 5 week period.
   Plus 10 days throughout the year.
   **Combined Degree – Fourth year**
   Internship to select 35 days in a 9 week period between weeks 2 to 10 inclusive.
   *Conditions will apply. To be negotiated between student, school and School of Education.*

   **Bachelor of Education**
   First Semester:
   First year students April 25 to May 27
   (5 single Internship days on Wednesdays)
   Second year students May 16 to June 3
   (3 week block)
   Fourth year students March 21 to June 3
   (8 single Internship days on Mondays – excluding April 11 and 18)
   Second Semester:
   First year students July 18 to Sept 23
   (10 single Internship days on Wednesdays)
   First year students Oct 10 to Oct 28
   (3 week block)
   Third year students Oct 10 to Oct 28
   (3 week block)
   *(NB Year 2 and 3 students to complete four additional single days – to be negotiated between student and placement school in second semester.)*

   **Fourth year students**
   July 25 to August 19
   (4 week block)
   **Fourth year students**
   August 22 to Sept 16
   (Internship – 4 days per week for 4 weeks)

   **Bachelor of Technology Education**
   **First Semester:** Professional Experience I
   Second year students – 3 week Block
   Practicum commencing 14 June
   NB: Actual dates may change. Some practicums may be approved in alternate semesters by the Course Coordinator (BTechEd)
   **Second Semester:** Professional Experience II
   Third year students – 4 week Block
   Practicum commencing Nov 8
   **School Internship Fourth year students**
   8 week Block Practicum commencing August 2

2. **Bachelor of Nursing**
   First year students (Clinical Nursing Studies I and II) on campus. Clinical Nursing Studies II has a four week mentor-arranged clinical practicum.

   Second year students (Clinical Nursing Studies III and IV) attend practice second-weekly (two-day clinical experiences in local health agencies).

   Second year students (Clinical Nursing Studies IV) attend two two-week or one four-week mentor-arranged clinical practicum (MACP) in hospitals either locally or at a distance (to be undertaken in breaks between First and Second Semesters of Year 2 and/or Second Semester Year 2 and First Semester, Year 3).

   Third year students’ (Clinical Nursing Studies V and VI) practicum requirements: attend second-weekly clinical practice in local health agencies as well as two four-week clinical blocks in hospitals at a distance from Lismore. Dates for the clinical blocks are:

   **First Semester**
   May 2 to May 27
   **Second Semester**
   Sept 19 to Oct 14

4. **NSW School Terms 2005**
   **First Term**
   Jan 28 to April 8
   **Second Term**
   April 26 to July 1
   **Third Term**
   July 18 to Sept 23
   **Fourth Term**
   Oct 10 to Dec 21
   **Summer Vacation**
   Dec 22 to Jan 30

2005 – 2006

* Subject to confirmation