Campus Addresses and Contact Telephone Numbers*

Lismore Campus
PO Box 157
(Military Road)
Lismore NSW 2480
Telephone: (02) 6620 3000
Facsimile: (02) 6622 1300

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

Port Macquarie Campus
PO Box 858
(140 Horton Street)
Port Macquarie NSW 2444
Telephone: (02) 6588 3000
Facsimile: (02) 6584 1627

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

Student Administration
Telephone (02) 6620 3444
Facsimile (02) 6620 4341

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

Divisions of the University
Refer to page 5 for more details.

Schools and Colleges

School of Business
Telephone (02) 6659 3195
Facsimile (02) 6659 3206

School of Commerce and Management
Telephone (02) 6620 3835
Facsimile (02) 6621 3428

School of Contemporary Arts
Telephone (02) 6620 3894
Facsimile (02) 6622 4172

School of Education
Telephone (Lismore) (02) 6620 3620
Facsimile (Lismore) (02) 6622 1833
Telephone (Coffs Harbour) (02) 6659 3654
Facsimile (Coffs Harbour) (02) 6659 3612

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 Humanities, Media and Cultural Studies
Telephone (02) 6620 3831
Facsimile (02) 6622 1683

School of Human Services
Telephone (02) 6659 3309
Facsimile (02) 6659 3103
School of Law and Justice
Telephone (02) 6620 3109
Facsimile (02) 6622 4167

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

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 3377
Facsimile (02) 6659 3103

School of Social and Workplace Development
Telephone Undergraduate: (02) 6620 3114
Postgraduate: (02) 6620 3945
Facsimile (02) 6622 4597

School of Tourism and Hospitality Management
Telephone (Lismore) (02) 6620 3920
Facsimile (Lismore) (02) 6622 2208
Telephone (Coffs Harbour) (02) 6659 3212
Facsimile (Coffs Harbour) (02) 6659 3144

School of Indigenous Australian Studies
Telephone (02) 6620 3955
Facsimile (02) 6620 3958

Graduate College of Management
Telephone (02) 6620 3434
Facsimile (02) 6621 2717

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

Research Centres
Centre for Phytochemistry
Telephone (02) 6620 3544
Facsimile (02) 6621 2236

Centre for Plant Conservation Genetics
Telephone (02) 6620 3356
Facsimile (02) 6622 2080

Information Technology
(Help Desk – Lismore)
Telephone (02) 6620 3698
Facsimile (02) 6620 3033
(Help Desk – Coffs Harbour)
Telephone (02) 6659 3080
Facsimile (02) 6659 3082

Libraries
Lismore
Telephone (02) 6620 3718
Tollfree 1800 659 460
Facsimile (02) 6620 3875
Coffs Harbour
Telephone (02) 6659 3232
Facsimile (02) 6659 3234

Learning Assistance
Telephone (02) 6620 3386

University Centres
♦ Sydney
Telephone (02) 9240 1338
Facsimile (02) 9240 1280
♦ Centre for Regional Tourism Research
Telephone (02) 6620 3785
Facsimile (02) 6622 2208

* 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 2002 Principal Dates and Teaching Weeks

#### ACADEMIC YEAR

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#### TEACHING WEEKS

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† Study Week  
# Examinations
Principal Dates for 2002

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, two non-teaching weeks and two assessment weeks. A four-week recess occurs between first and second semesters. The summer recess extends from mid-November to late February.

Trimesters

There are three trimesters (1, 2 and 3), each of 15 weeks’ duration (numbered 1–15). Each trimester comprises 13 teaching weeks and two assessment weeks, and a non-teaching week occurs between each trimester. A five-week recess occurs from mid-December to late January.

Principal Dates

January
21 Trimester 1 Commences
26 Australia Day Holiday
28 Final day for enrolment in Trimester 1 unit
28 Census date – Trimester 1
31 Final day for lodging of late re-enrolment form for 2002 (with $20 late fee)

February
1 Final day to lodge First Semester application for re-admission (with $20 late fee)
18-22 Orientation
25 First Semester Commences
25 Final day to lodge First Semester 2002 course transfer application (with $25 late fee)
25 Final day to lodge First Semester 2002 re-admission application (with $75 late fee)

March
1 Closing date for applications for re-admission for Second Semester (without late fee)
8 Final day to vary enrolment to add First Semester unit without penalty/approval
8 Final day to lodge re-enrolment form (with $50 late fee)
9 Graduation Ceremonies (Coffs Harbour)
15 Final day for withdrawal without failure – Trimester 1 units
29 Good Friday
31 Closing date for applications for re-admission for Trimester 2
31 Final day for withdrawal from First Semester course/unit without incurring HECS liability
31 HECS liability assessed – First Semester

April
1 Easter Monday
20 Graduation Ceremonies (Lismore)
22-26 Study Week
22-3 May Trimester 1 Examinations
25 Anzac Day
26 Graduation Ceremonies (Lismore)
27 Graduation Ceremonies (Lismore)
3 May 3 Trimester 1 Ends
3 Final day for withdrawal without failure – First Semester and year-long units

May
13 Trimester 2 Commences
27 Final day for enrolment in Trimester 2 units
27 Census date – Trimester 2
31 First Semester Lectures Cease
31 Final day to lodge Second Semester course transfer application without penalty

June
1 Final day for students who withdrew in First Semester to lodge an application for re-admission without late fee
3-7 Study Week
10 Queen’s Birthday Holiday
11-21  First Semester Examinations
21  **First Semester Ends**
28  Final day to lodge a Second Semester application for re-admission (with $20 late fee)

**July**
5  Final day for withdrawal without failure – Trimester 2 units
22  Final day to lodge Second Semester application for re-admission (with $75 late fee)
22  Final day to lodge Second Semester course transfer application (with $25 late fee)
**22  Second Semester Commences**
31  Closing date for applications for re-admission for Trimester 3

**August**
2  Final day to add Second Semester unit without penalty/approval
12–23  Trimester 2 Examinations
**23  Trimester 2 Ends**
31  Final day for withdrawal from Second Semester course/unit without incurring HECS liability
31  HECS liability assessed – Second Semester

**September**
2  Trimester 3 Commences
16  Final day for enrolment in Trimester 3 units
16  Census date – Trimester 3
27  Final day for withdrawal without failure – Second Semester units
28  Graduation Ceremonies (Lismore)

30-4 Oct  Study Week

**October**
7  Labor Day Holiday
17  North Coast National Exhibition Holiday
25  Final day for withdrawal without failure – Trimester 3 units
25  Final day for lodgement of 2003 re-enrolment form without penalty (semester students)
25  Second Semester Lectures Cease

Oct.  to Nov. 1  Study Week
31  Closing day for applications for re-admission to First Semester 2002

**November**
4-15  Second Semester Examinations
15  **Second Semester Ends**
30  Last day to lodge First Semester 2003 course transfer application without penalty

**December**
2-13  Trimester 3 Examinations
30  Closing date for applications for re-admission for Trimester 1, 2003

13  **Trimester 3 Ends**

Notes:
1. Dates of public holidays are subject to confirmation.
2. *Education Practicum Dates*:
   - **Graduate Diploma of Education**
     - First Semester: June 17 to July 5 (3 week block)
     - Second Semester: November 11 to December 6 (4 week block) plus 10 days throughout the year
Combined Degrees – Third year
First Semester: June 17 to July 5
   (3 week block)
Second Semester: November 11
   (4 week block) to December 6
   plus 10 days throughout the year
Bachelor of Education
First Semester:
First year students May 1 to May 29
   (5 single Internship days on Wednesdays)
Second year students May 27 to June 14
   (3 week block)
Fourth year students May 6 to May 27
   (4 single Internship days on Mondays)
Second Semester:
First year students July 24 to September 18
   (9 single Internship days on Wednesdays)
First year students October 14
   (3 week block) to November 1
Third year students October 14
   (3 week block) to November 1
   (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 22
   to August 12
   (4 single Internship days on Mondays)
Fourth year students August 19
   to September 13
   (Internship 3 days per week)
Bachelor of Technology Education
First Semester: Professional Experience I
Second year students – 3 week Block
   Practicum commencing 17 June
Second Semester: Professional Experience II
Third year students – 4 week Block
   Practicum commencing 11 November
School Internship Fourth year students 8
   week Block Practicum commencing 22 July

3. Bachelor of Nursing
First year students (Clinical Nursing Studies I and II) on campus clinical with a two 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 Tuesday/Wednesday).
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 6 to May 31
Second Semester October 7 to November 1

4. NSW School Terms 2002*
First Term Monday, January 28 to Friday, April 12
Second Term Monday, April 29 to Friday, July 5
Third Term Monday, July 22 to Friday, September 27
Fourth Term Monday, October 14 to Friday, December 20
Summer Vacation Monday, December 23 2002 – 2003 to Tuesday, January 28
* Subject to confirmation.
How to use the 2002 Student Handbook

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

1. General information (Principal Dates, Vice- Chancellor’s message etc.)
2. Course information
3. General rules (including Fees and Charges)
4. Unit information
5. Student Services and Information

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 17) 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 294
- If you know the unit code and want to find details of the unit...
- Turn to the Unit Descriptions by Code on page 313

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 abbreviated 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...

If the issue is more course specific, and therefore may not be applicable to all courses, then...

- Turn to the General Rules section of the Student Handbook on page 251
- Turn to the Course Details for your course (a Course Information index is provided on page 18) where you will find details of the specific course rules.

Students are advised to refer to both the General 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 2002 Calendar. The Calendar is an on-line publication and can be found at the following world-wide-web address www.scu.edu.au/calendar.