Australian Catholic University
Brisbane Sydney Canberra Ballarat Melbourne

✛ACU National

quality for life...

International Student Guide

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Welcome

It is with great pleasure that I invite you to join our University.

ACU National offers you the opportunity to study across a wide variety of campuses across Australia.

We provide quality courses on each campus and our support services are well known for the care and assistance they give to international students.

Our courses are in demand worldwide and enjoy one of the best rates of employment in Australia.

The ACU National community hopes that your study with us is a rewarding experience both professionally and personally.

Professor John Coll
Pro-Vice-Chancellor (Research and International)

About ACU National

One Australian university offers a unique combination of academic quality, concern for the welfare of individual students and a choice of campuses in Brisbane, Sydney, Canberra, Melbourne and Ballarat.

Australian Catholic University (ACU National) was formed 14 years ago through the amalgamation of four Catholic tertiary institutions with experience and traditions going back to the mid-1800s.

ACU National is a public University, funded by the Australian government. The awards are equivalent to those of other public universities in Australia and are recognised world-wide.

The distance between the campuses is bridged by an increasingly sophisticated system of technology. The University has adopted distance learning technology such as Web-CT, world-wide databases and video conferencing. In this way, students have access across the campuses to expertise and resources, including a library collection of more than 460,000 items.

We have courses that are important to society as well as relevant to a variety of careers. We have staff who are keen to assist international students and to make their stay in Australia as rewarding as possible.

We have just over 11,000 students, with a high staff-to-student ratio. There are international students from 35 countries, who enjoy the warm and supportive environment.

Many students who are not Catholic attend the University. Whatever your beliefs we will respect them in the spirit of tolerance that characterises our University.
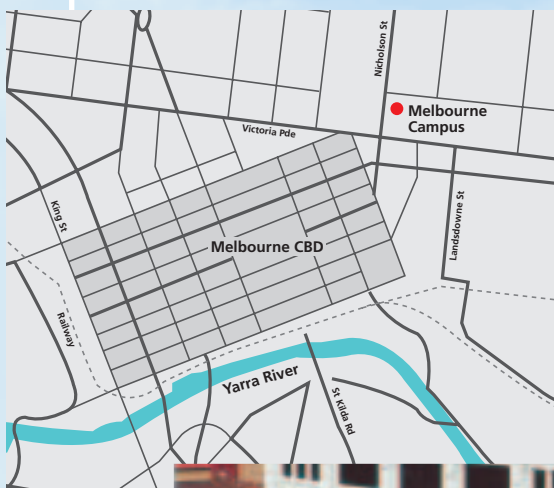
We are proud to say that we are a growing University of small campuses, with friendly staff and students in a country that is renowned internationally for its safety and tolerance. Thanks to this environment, the University enjoys high course completion and satisfaction rates.

Australian Catholic University and the courses offered by the University are registered on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS). Provider registration codes: 00004G, 00112C, 00873F, 00885B.

Our Campuses

Brisbane Campus (McAuley at Banyo)
1100 Nudgee Road Banyo QLD 4014

Situated in the northern suburb of Banyo, this campus is located just 12 kilometres from the centre of Brisbane. It is easily accessed by public transport, approximately 1 kilometre from Banyo train station, and has a bus station at its doorstep. The campus provides quality teaching and office space, including a state-of-the art library, lecture theatres and seminar facilities, tutorial rooms, science labs, nursing labs, computer facilities, music rooms, drama teaching rooms and visual arts facilities. Student accommodation is available on the Brisbane Campus.

Melbourne Campus (St. Patrick's)
115 Victoria Parade Fitzroy VIC 3065

The Melbourne campus is only a few minutes walk from the Central Business District (CBD). The suburb of Fitzroy, in which the campus is located, is noted for its variety of cafes, shops and art galleries. The campus includes quality teaching facilities, state-of-the-art computer lab and an art gallery. Some of Melbourne's finest parks, gardens and recreational facilities are within easy walking distance. Bus and tram stops are located outside the front entrance and it is only a short walk to the nearest train station.

North Sydney Campus (MacKillop) 40 Edward Street North Sydney NSW 2060

Just a five-minute train ride over the famous Sydney Harbour Bridge from the Central Business District (CBD) of Sydney (and not far from Chinatown), this campus is centrally located. It is a short walk from North Sydney train station, which can be easily reached from anywhere in Sydney. There is also an excellent bus service. The Vice Chancellery of the University is co-located on this campus.

Strathfield Campus (Mount St Mary) 25A Barker Road Strathfield NSW 2135

Situated in one of the older, established suburbs in Sydney, the campus has some gracious buildings, including an Italianate Romanesque style chapel, and is set in beautifully landscaped grounds. It is located only a 20 minute train ride from the city centre, and an 8-minute bus trip from Strathfield train station.

Canberra Campus (Signadou) 223 Antill Street Watson ACT 2602

Conveniently located only five kilometres from the centre of Canberra, and well-served by public transport, Signadou Campus is one of the University's smaller campuses. International students in Canberra are linked with other international students in the city through the Canberra Council for International Students, a social and support organisation.

Ballarat Campus (Aquinas) 1200 Mair Street Ballarat VIC 3350

Although the campus is located only 110 kilometres west of Melbourne, Aquinas Campus students generally live in Ballarat. The campus, which is set in beautiful gardens, is near the commercial centre of Ballarat and within easy reach of facilities. The beautiful old buildings of the campus reflect the history of the town.

Australia is a large country with a relatively small population of about 20 million. The safe environment and comfortable climate provide many opportunities to enjoy both the beauty of the countryside and beaches, and the amenities of the modern cosmopolitan cities.

Living in Australia

BRISBANE
Brisbane has a reputation for being a relaxed and friendly city. Average temperatures are 24°C in summer and 16°C in winter. The city has grown rapidly in recent years, especially since the hosting of the 1988 World Expo. With a population of 1.25 million it offers all the conveniences of a large city. Brisbane is located on the south-east coast of the state of Queensland and is a handy base for touring the famous Gold and Sunshine coasts.

SYDNEY
Sydney has a population of more than 4 million, and is the largest city in Australia. World renowned for its beautiful harbour, Harbour Bridge and Opera House, Sydney also has a host of entertainment and sporting activities. The climate is comfortable, with average temperatures being 23°C in summer, and 13°C in winter. The University has two campuses in Sydney.

MELBOURNE
Melbourne, with a population of more than 3 million, is a busy financial centre renowned for its parks, gardens and historic buildings. It is a major sporting, commercial and cultural centre of Australia. With its many ethnic restaurants (30% of the population was born overseas) and user-friendly trams, the city has been voted internationally as "the world's most liveable city". The climate of Melbourne is moderate with summer and winter temperatures being 27°C and 14°C, respectively.

CANBERRA
Canberra, the national capital, is considered one of the most convenient and safest places to live in Australia. It is an international city with more than 70 diplomatic missions. For students, Canberra provides excellent facilities for study including access to the National Library, the largest in Australia. For bicycling enthusiasts Canberra's well-planned bike paths make this a great way to get around. Average winter temperatures are 6°C and summers are 25°C.

BALLARAT
A picturesque rural town of 80,000 people, Ballarat is a living museum of the goldrush period in Australia. With many fine buildings, attractive gardens, fountains, monuments and sculptures enhance the wide tree-lined streets. Features of "small town" living in Australia are the relative safety, lack of traffic congestion and friendly people. Ballarat has a similar climate to Melbourne with slightly cooler temperatures in winter.

Brisbane

Sydney

Melbourne

All international students have access to the general services and facilities available to local students. There are also special services tailored to meet the needs of international students.

Services and facilities

Recreation and sporting facilities
All campuses provide basic student recreational facilities such as student common rooms and outdoor sporting and recreational areas. Some campuses also have a gymnasium, squash courts or a swimming pool.

Library
Various reciprocal arrangements have been made with libraries in other universities, which extend the resources available to students. The campus libraries also provide access to information housed in other locations through such facilities as CD-ROMs, databases, on-line searching and Telnet services.

Commercial facilities
Most campuses are within easy reach of commercial centres (ie shops, banks etc), and some also have their own student book shop and cafeterias.

Computer facilities
Student computer facilities include IBM compatible PCs and some Apple Macintosh computers. Access to internet, email, and scanner facilities is available. A range of software for both classroom and professional purposes is also provided. These computer facilities are available to all students for computer-assisted learning and data and word processing.

Teaching facilities
The University makes use of state-of-the-art teaching methods including video conferencing facilities and computer-assisted learning techniques.

Student organisations
Each campus has a Student Representative Council to promote the welfare of students. Whenever possible this group also includes an international student member. Cultural, sporting, recreational and religious organisations are actively encouraged.

Campus Ministry
Each campus has a ministry team, which provides professional counselling and welfare services. The team is generally concerned with pastoral care of students and works with students and staff in enhancing faith in the community, raising consciousness of social justice issues and promoting the involvement and participation of all in university life. Chapel services are regularly conducted throughout the semester for those who wish to attend. The chapels are also places where all students can go for mediation and reflection. Chaplains are also

available for spiritual direction and counselling. Other ministry activities include retreats and the co-ordination of special interest groups. The services of the ministry team are available to students of all faiths. Students can be placed in contact with religious leaders of other faiths if they so wish.

Counsellors

Counsellors are available on campus to provide a free confidential service to students, on an individual or group basis, regarding issues such as stress management, depression, grief, relationship difficulties, study, finance and university procedures. International student advisors are available for advice and assistance to students throughout their stay. The small size and friendly nature of each campus allows for personal interest and care to be shown by staff involved with students.

Orientation program

Two weeks before the commencement of the academic year the University conducts orientation programs at which attendance is compulsory for international students. The focus is on familiarising new students with issues of studying and living in Australia. Information is included on Australian study methods, Australian social customs and culture and general procedures to be followed by international students. Campus orientation tours include information about using the library system. Students also get to meet each other at special "Welcome to the University" luncheons.

Study skills

As well as the initial information sessions, included in the orientation programs, international students are provided with ongoing

academic support if required. This may be provided in small group sessions or on a one-to-one basis. It may involve tuition on dealing with Australian academic study methods, such as giving a class presentation or writing an essay. A specialist teacher is available to assist students with assignments and preparation for exams.

International Student Officers
This is the first contact point, in each state, for all international students. Each officer provides assistance, advice and information on enrolment, visa procedures, obtaining academic credit, changing courses, financial issues, accommodation, etc.

Grievance Procedures
Australian Catholic University has formal complaint procedures in place for students who believe they have been treated improperly by the University. The University also has engaged the services of an independent conciliator.

Accommodation
At all campuses there are staff members who can assist international students in locating suitable accommodation. Help can be provided in obtaining the following kinds of accommodation.

On-campus Accommodation
On-campus accommodation is available at Ballarat and Brisbane. Students interested in obtaining on-campus accommodation should contact the International Education Office after receiving a "Letter of Offer" for a study place.

Homestay
This is an ideal way for students to learn about the Australian way of life and improve their English. Homestay involves living with a family and sharing general facilities though students usually have their own private room. Homestay families are generally kind, friendly people who try to make students feel at home in Australia. These families are interviewed by the University before they are introduced to students.

Although every effort is made to help students find suitable accommodation, the University provides no guarantees about the type of accommodation. Please contact the International Education Office for more information.

University Preparation Programs

UNIACCESS PATHWAY PROGRAMS

The University offers Pathway Programs in Business, Information Systems, Nursing, Exercise Science and Arts through our Foundation Studies and Diploma/Advanced Diploma courses. They have been designed to facilitate entry into degree courses. These courses are available on ACU campuses in Brisbane, Sydney and Melbourne. Upon successful completion of the relevant Foundation Studies/Diploma/Advanced Diploma program, students are granted entry into the corresponding degree course with subjects credited. The actual number of subjects credited will vary depending on the course.

ENGLISH LANGUAGE COURSES

The University has two ELICOS (English Language Intensive Courses for Overseas Students) units in Melbourne and Sydney. They provide courses, which are designed to enable students who do not meet the English language requirements for University award courses to reach the required level. Students who undertake such courses are not automatically accepted into other programs at the University.
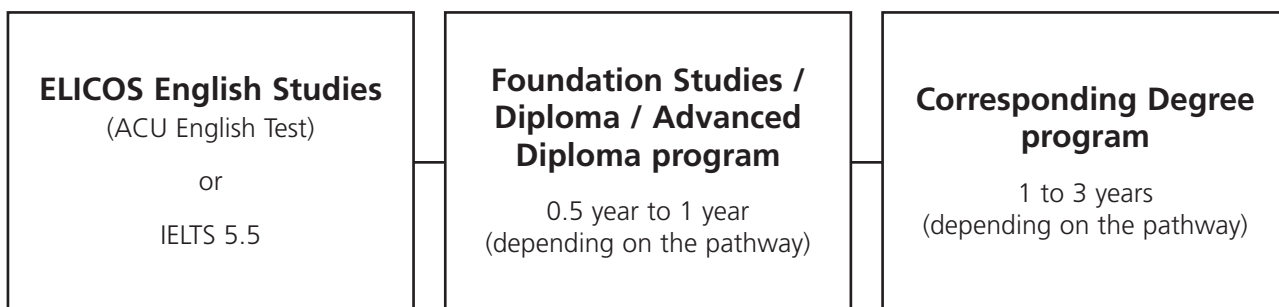
ACU NATIONAL ENGLISH TEST

ACU ELICOS students may choose to sit the ACU English test as an alternative to IELTS/TOEFL, to gain entry into courses at the University.

STUDENT SUPPORT

Staff at the ELICOS units are friendly and helpful and the small class sizes allow for individual attention for students.

Students also have access to all the University services and facilities including social activities and full borrowing rights with the library. All graduates receive a certificate of completion.

ELICOS English Studies (ACU English Test) or IELTS 5.5	Foundation Studies / Diploma / Advanced Diploma program 0.5 year to 1 year (depending on the pathway)	Corresponding Degree program 1 to 3 years (depending on the pathway)

The staff at the student support units are friendly and helpful and the small class sizes allow for individual attention for students.

ELICOS - ENGLISH LANGUAGE PROGRAMS

Campus

North Sydney

Melbourne

The Continuing Education Division of ACU, ACUcom, operates English language programs on campuses in two cities: Melbourne and Sydney. Each campus is located close to the city centre. Courses include:

- General English
- English for Academic Purposes (EAP)
- IELTS Preparation

Our ELICOS units are small in comparison with other universities. This smaller size enables us to maintain a close interaction between staff and students. This provides for not only a healthy academic curriculum but also a supportive family network.

The ACUcom ELICOS units are fully integrated into the University. The courses have been designed to satisfy the needs of students entering degree programs at the University as well as those students who wish to study English in a university setting without progressing on to other courses. ELICOS students have full access to University facilities. The Students Representative Council has an international student representative to ensure that the special needs of international students are not overlooked.

The Advantages

Students in ELICOS units are able to:

- Learn English from specialist staff who combine the latest communicative methods with traditional teaching of English grammar
- Study at Elementary, Intermediate and Advanced levels in small classes of up to 15 students
- Graduate with a Certificate of Completion issued by the University

- Use the facilities of the University
- Mix with Australian students on campus
- Receive counselling on further study options in Australia

General English

Duration

4-40 Weeks

The General English course is offered at three levels: Elementary, Intermediate (including lower and upper intermediate) and Advanced. The course is designed for adults who require English for general communication in their jobs or social life, or who need to achieve a minimum command of English before proceeding to more specialised studies in English.

The broad aims of this course are to enable students to:

- develop fluency and accuracy in listening, speaking, reading and writing in English in everyday situations.
- become familiar with Australian culture and society
- express their own cultural experiences with confidence
- develop understanding of how the English language makes meaning through grammatical structures, vocabulary and a variety of conventions
- become reflective adult learners
- mix with a range of students from other cultures, including Australian students on campus
- gain confidence in conversation with native English speakers
- develop computer facility in English, especially in the use of word processing packages,

Internet and email systems

Each level has a syllabus which is designed to provide a sequential range of target language and skill development activities.

The syllabus content is organised around themes or topics which provide motivating and relevant contexts for language development. These themes and topics reflect broad issues of general interest as well as providing a useful introduction to Australian customs and culture.

The presentation, practice and skill development in the use of English arises from a variety of communicative activities. In addition, students are involved in regular enrichment activities such as excursions to places of interest. Each student receives all materials necessary for the course.

English for Academic Purposes (EAP)

Duration

4-24 Weeks

Students entering this course will be at an Upper Intermediate level of English. The course is designed for students who will be using English in the context of education at university or TAFE. Typically, the course includes orientation to the study methods and expectations of Australian academic programs.

The broad aims of this course are to enable students to:

- develop fluency and accuracy in using English for the purpose of study in a tertiary level course
- develop skills in listening to lectures, note-taking, giving oral presentations, writing essays and reading for academic purposes

- develop strategies for successful adult learning

- become familiar with Australian cultural and institutional contexts

- prepare for proficiency tests

- mix with a range of students from other cultures, including Australian students on campus

- gain confidence in conversation with native English speakers

- develop computer facility in English, especially in the use of word processing packages, Internet and email systems

The focus of the English for Academic Purposes course is on providing students with opportunities to develop their language skills using texts and contexts relevant to tertiary education. Therefore, the syllabus is designed around topics, textbooks and authentic supplementary materials, which develop critical literacy skills.

The course is also a useful introduction to the structure of Australian tertiary education institutions with opportunities for students to gain advice about future study options and to pursue their own fields of interest with guidance from their teachers.

IELTS Preparation

Campus

Melbourne

Duration

10 Weeks

Entry Requirements

Students need to be able to demonstrate a level of English equivalent to an IELTS score of 5.5. If students do not have a previous IELTS score, they will be required to show evidence of having completed an Upper Intermediate level ELICOS course at a recognised institution.

Most students should improve their overall IELTS score by 0.5 bands over a 10-week period. Therefore, a student entering with an equivalent level of 5.5 would have a good chance of scoring a 6.0 upon completion of the course.

Course Aims

This course is designed to prepare students to take the academic module of the IELTS test. The course is offered full-time (25 hours per week, including 5 hours in self access classes) Over the ten weeks students will:

- Take three complete practice IELTS tests, assessed by an IELTS examiner

- Learn the strategies needed to be successful in each part of the IELTS test

- Cover the topics and themes recurring most frequently in the IELTS test, such as technology, society and the environment

Reading. Students will develop strategies allowing them to cope with reading complex texts under time pressure. Students will be able to understand the style, structure and function of a text, be able to identify specific information and opinions within it, and be able to understand unknown vocabulary from context. Students will become familiar with frequently used question formats.

Writing. Students will learn how to write for a specific purpose, in an appropriate style. They will learn how to plan and structure a short essay, understanding the role of the introduction, body and conclusion. Students will learn how to write with greater structural and lexical complexity. Students will practice answering typical Task 1 and Task 2 questions.

Listening. Students will practice listening to a range of general and academic texts. They will learn how to become active listeners: anticipating content and predicting the information they require. Students will develop strategies for comprehending both specific information and overall intent in formal and informal monologues and dialogues.

Speaking. Students will practice talking about a wide range of topics, both in conversation and through presenting information to the class. Students will focus on improving pronunciation and intonation, and on speaking with an appropriate level of fluency.

SAMPLE TIMETABLES 1 & 2

1. General English - Intermediate Level - Melbourne

2. EAP - Sydney

1.

	MONDAY	**TUESDAY**	**WEDNESDAY**	**THURSDAY**	**FRIDAY**
09:00 - 10:00	Speaking activities/ homework review	Homework review, Reading prediction and comprehensive activities	Homework review, speaking activities	Listening activities in the Language Lab	Homework review/ Writing activities
10:00 - 11:00	Grammer presentation (1)		Reading and writing activities		Speaking activities
M O R N I N G B R E A K					
11:15 - 12:15	Communicative grammer practice activities	Writing activities	CALL (Computer-aided language learning)	Grammar presentation (2)	Current affairs discussion, listening & reading activities based on ACU Behind the News video
12:15 - 13:15	Listening activities	Speaking activities	Listening activities	Communicative grammer practice activities	
L U N C H B R E A K					
14:00 - 15:00	SAC (Pronunciation Group)	SAC (Communication Games)	SAC (Discussion Group)	SAC (Reading Group)	SAC (Computer Group)
15:00 - 16:00		Free TEFL Practice Class	Free TEFL Practice Class	Free TEFL Practice Class	

2.

	MONDAY	**TUESDAY**	**WEDNESDAY**	**THURSDAY**	**FRIDAY**
08:50 - 10:20	*CONVERSATION* Introduction to topic for the week Semantic mapping	*JOURNAL WRITING* Speaking/Listening Discussion	*PRONUNCIATION* Using stress and intonation Speaking/Listening Debate	*SPEAKING/LISTENING* Behind the News (video based listening &) discussion	*JOURNAL WRITING* Writing: publishing and responding in a writer's circle
M O R N I N G B R E A K					
10:40 - 11:55	*VOCABULARY DEVELOPMENT TEXT* Word perfect Critical reading	*WRITING TEXT* Academic writing course	*GRAMMAR WORKSHOP* Grammar in context Constructing an argument	*READING/WRITING/ LISTENING/ SPEAKING* Issues from Behind The News	*READING STRATEGIES* Skimming/ scanning newspapers
L U N C H B R E A K					
12:40 - 13:55	*LISTENING/WRITING* Dictagloss	*READING* Library research for individual topics for oral presentation	*COMPUTER LAB* Writing and editing an argument	*ORAL PRESENTATION*	*CONVERSATION* Communicative activities
14:00	SELF-ACCESS in Learning Resource Centre	SELF-ACCESS in Learning Resource Centre	SELF-ACCESS in Learning Resource Centre	SELF-ACCESS in Learning Resource Centre	SELF-ACCESS in Learning Resource Centre

UNIACCESS PATHWAY PROGRAMS

Foundation Studies in Liberal Studies (UniAccess Program for the Bachelor of Arts)

Campus

Brisbane

North Sydney

Strathfield, Sydney

Melbourne

Duration

Foundation Studies – 1 year

BA – 2.5 years

Commencement

February and July
(1st & 2nd semester)

Entry Requirements

High School graduation

IELTS 5.5 or equivalent

Course Aims

The Foundation Studies in Liberal Studies has been designed to facilitate entry into the Bachelor of Arts by means of a UniAccess program. Upon successful completion of the course, students will be granted 6 subject credits in the degree course. Students may choose from any arts subjects available through the Bachelor of Arts.

Course Outline

First Semester

- Australian Society

- English Language
  Communication Skills

- Arts unit

- Arts unit

Second Semester

- Arts unit

- Arts unit

- Arts unit

- Arts unit

Australian Society

Designed to enable students to gain greater knowledge, appreciation and awareness of the structure, social origins and diversity of Australian society and to develop analytical and interpretive skills in understanding contemporary Australia.

English Language
Communication Skills

Develops students' abilities in communication both as a foundation for their formal studies and for effective transition to the workplace. Included in the content will be critical analysis of the genre of report writing, awareness-raising of formal presentation styles and facility with software which supports communications in the workplace. Effective communication skills for interpersonal and collaborative contexts in the workplace will also be developed.

Arts units may be drawn from the following areas. Unit availability varies according to semester and campus:

Asian Studies
Australian Studies
Behavioural Science
Business Studies
Communication
Computing
Drama
Economics
Education
Family Studies
Geography
History
Italian
Japanese
Leisure Studies
Linguistics
Literature
Mathematics
Media
Music
Philosophy
Politics
Psychology
Science Studies
Sociology
Theological Studies
Visual Arts
Women's Studies

Diploma in Business (UniAccess Program for Bachelor of Business)

Diploma in Information Systems (UniAccess Program for Bachelor of Information Systems)

Campus

Brisbane

North Sydney

Melbourne

Duration

Diploma – 1 year

B Bus – 2 years

Commencement

February & July
(1st & 2nd semester)

Entry Requirements

IELTS 5.5 or equivalent

High school graduation

Course Aims

The Diplomas have been designed as vocational qualifications whereby students may exit after one semester with a certificate in Foundation Studies, or continue for one more semester to finish with a Diploma.

The Diploma programs have also been designed to serve as an alternate entry point into the Bachelor of Business and Bachelor of Information Systems by means of a UniAccess program. Students who do not qualify for direct entry into the undergraduate programs may enter through the successful completion of the relevant diploma program. When students continue onto the degree programs they will be granted 80 credit points, which is equivalent to 1 year of study.

Course Outline

Diploma in Business

This course is based within the general ethos of the business-commercial world and provides a theoretical and practical basis for ethical decision-making in business. It emphasises social and environmental issues while providing students with a broad understanding of the key areas of business. The Diploma assists students in gaining effective communication and research skills, practical work experience and understanding of business.

Diploma in Information Systems

The computing course prepares students for a variety of occupations in the field of computer-based information systems including technical, user and customer support. Emphasis is placed on the role of computer technologies in contemporary organisations, and in particular the course aims to prepare students for emerging employment niches in the fields of data communications, distributed processing and PC-based local area networks.

The diploma programs have been designed with mixed-mode delivery. International students will have the opportunity to study subjects together with local Australian students. They will also benefit from closed classes in certain subjects for international students only, whereby lecturers can pay special attention to their study needs.

Diploma students follow the same academic structure as other university students, undertaking 4 subjects per semester, 8 subjects in total for the year. Australian Society and English Language Communication Skills are compulsory for all diploma students.

Unit Outlines

Unit offerings vary from semester to semester and campus to campus.

First Semester

- Australian Society
- English Language Communication Skills
- Elective
- Elective

Second Semester

- Elective
- Elective
- Elective
- Elective

Australian Society

Designed to enable students to gain greater knowledge, appreciation and awareness of the structure, social origins and diversity of Australian society and to develop analytical and interpretive skills in understanding contemporary Australia.

English Language Communication Skills

Develops students' abilities in communication both as a foundation for their formal studies and for effective transition to the workplace. Included in the content will be critical analysis of the genre of report writing, awareness-raising of formal presentation styles and facility with software which supports communication in the workplace. Effective communications skills for interpersonal and collaborative contexts in the workplace will also be developed.

Elective offerings may include the following.

Diploma in Business

- Business Economics
- International Affairs (Brisbane only)
- Principles of Accounting
- Principles of Marketing
- Fundamentals of Management
- Personal Values and The Market (compulsory)
- Fundamentals of Information Systems
- Managerial Decision Making

Diploma in Information Systems

- Operating and Hardware Systems
- Data Communications 1
- Programming Techniques 1
- Systems Analysis and Design
- Reasoning and Critical Thinking for IS Professionals
- Fundamentals of Information Systems

Diploma & Advanced Diploma in Nursing (UniAccess Program for Bachelor of Nursing)

(Bachelor of Nursing (UniAccess Program for Overseas Qualified Nurses)

Campus

North Sydney

Melbourne

Brisbane

Duration

Diploma/Advanced Diploma – 1 year

UniAccess (Diploma) – 4 years

UniAccess (Advanced Diploma) – 2 to 3 years

Commencement

February (1st semester)

Entry Requirements

High School graduation

IELTS 5.5 or equivalent

Course Aims

These pathway programs have been designed to facilitate flexible entry into the Bachelor of Nursing / Bachelor of Nursing [Overseas Qualified Nurses]. Students who pass the Diploma / Advanced Diploma may commence the respective degree course with 3 subjects credited. It should be noted that these programs are not intended as professionally qualifying courses on their own. Candidates for these courses should at the same time seek conditional enrolment into the Bachelor of Nursing / Bachelor of Nursing [Overseas Qualified Nurses].

The Diploma in Nursing is designed for students with no previous nursing education, while the Advanced Diploma is designed for students with previous nursing education.

Course Outline

Diploma in Nursing

First semester

- Australian Society
- English Language Communication Skills
- Nursing English 1
- Psychosocial Nursing 1

Second semester

- English for Academic Purposes
- Nursing English 2
- Psychosocial Nursing 2
- Elective

Advanced Diploma in Nursing

First semester

- Australian Society
- English Language Communication Skills
- Nursing English 1
- Clinical Nursing Practice

Second semester

- English for Academic Purposes
- Nursing English 2
- Elective
- Science for Nurses 4

Unit Outlines

Australian Society

Designed to enable students to gain greater knowledge, appreciation and awareness of the structure, social origins and diversity of Australian society and to develop analytical and interpretive skills in understanding contemporary Australia.

English Language Communication Skills

Develops students' abilities in communication both as a foundation for their formal studies and for effective transition to the workplace. Included in the content will be critical analysis of the genre of report writing, awareness-raising of formal presentation styles and facility with software which supports communication in the workplace. Effective communications skills for interpersonal and collaborative contexts in the workplace will also be developed.

Nursing English 1

This unit will engage students in conversations in a nursing context. Students will be introduced to SLANGuage commonly used in an Australian nursing environment. The unit will also serve as a revision of nursing/medical/health care terminology. Lecturers teaching the nursing units in the degree program will be conducting this unit, so as to familiarise students with the variety of accents and lecture styles that might be encountered in classes and clinical settings.

Nursing English 2

Builds upon skills learnt in Nursing English 1 for application in an academic environment. Students will be made familiar with the different modes of delivery in a nursing course, eg. lectures, tutorials, simulation ward practicum, etc., which require various academic skills, eg. Note taking, report writing, video taping, examination preparation, etc. This unit aims at assisting students to complete the nursing degree programs successfully.

English for Academic Purposes

The broad aims of this course are to enable student to:

- develop fluency and accuracy in using English for the purpose of studying in a tertiary level course

- develop skills in listening to lectures, note taking, giving oral presentations, writing essays, reading for academic purposes

- develop strategies for successful adult learning

- prepare for proficiency tests

- develop computer facility in English, especially in use of word processing packages, Internet and email systems

- gain confidence in conversation with native English speakers

Diploma Units

Psychosocial Nursing 1

This is the first of two units in Psychosocial Nursing. This unit places emphasis on sociological concepts and theories relevant to nursing practice. It begins with the small scale of micro-sociological issues, such as individual socialisation, the illness experience and the distinction between curing and caring, and then progresses to examine broader or macro-sociological issues such as social inequality and health and the social shaping of institutions, health care and nursing practice.

Psychosocial Nursing 2

This unit, the second of the Psychosocial Nursing units, has an emphasis on the integration and application of psychological concepts to nursing practice by providing an integrated matrix with associated concepts within nursing. An understanding of human behaviour and development across the life span provides a sound basis for the provision of holistic nursing practice.

This unit is undertaken within a contemporary context of health, incorporating primary health care.

Advanced Diploma Units

Clinical Nursing Practice

The aim of the unit is to provide students with the opportunity to extend their clinical experience in an area of interest to them. This clinical experience will be underpinned by the necessary theoretical content. This unit would develop specific clinical skills related to future employment possibilities, overseas nursing registration, or specialty nursing practice.

Science for Nurses 4

Students will continue their studies in clinical pathophysiology, microbiology and pharmacology. The areas of particular interest will be alterations in respiratory and cardiovascular function. Cancer will be explored especially within the context of the respiratory system and related organs. Particular attention will be given to gender and population differences and preventative measures relevant to cardiovascular and respiratory diseases. In all areas of study, basic concepts from the sciences will be explored and applied to nursing.

Foundation Studies in Nursing

Campus

Brisbane
Melbourne

Duration

Foundation Studies – 1 semester

UniAccess – 1.5 years to 3.5 years depending on credits

Commencement

July (2nd semester)

Entry requirements

High School Graduation
IELTS 5.5 or equivalent

This pathway program has been designed to facilitate flexible entry into the Bachelor of Nursing / Bachelor of Nursing [Overseas Qualified Nurses]. Students who pass the Foundation Studies may commence the respective degree course with 1 subject credited. It should be noted that this program is not intended as a professionally qualifying course on its own. Candidates for this course should first seek enrolment into the Bachelor of Nursing / Bachelor of Nursing [Overseas Qualified Nurses].

The Foundation Studies in Nursing is designed both for students with no previous nursing education and students with some previous nursing education.

Unit Outlines

- Australian Society
- English Language Communication Skills
- Nursing English 1
- English for Academic Purposes
- Nursing English 2
- Bachelor of Nursing Subject

Please see unit outlines under Diploma and Advanced Diploma in Nursing.

Diploma in Exercise Science

Campus

Melbourne

Duration

Diploma – 1 year

UniAccess – 3 years

Commencement

February & July
(1st & 2nd Semester)

Entry Requirements

IELTS 5.5 or equivalent

High School graduation

Course Aims

The Diploma program has been designed to facilitate flexible entry into the Bachelor of Exercise Science program. A student may exit after one semester with a certificate in Foundation Studies. Students are granted 8 subject credits in the degree course upon successful completion of the Diploma course.

Please note that students undertake 9 subjects in the Diploma in Exercise Science, of which 1 subject is undertaken during Summer School.

Course Outline

Semester One

- English Language Communication Skills
- Anatomical Bases of Exercise Science
- Foundations of Motor Development and Behaviour
- Foundations of Recreation Studies

Semester Two

- Physiological Bases of Exercise Science
- Mechanical Bases of Exercise Science

- Functional Anatomy
- Theory and Practice of Recreation

Summer School

- Introduction to Research Methods in Exercise Science

Unit Outlines

English Language Communication Skills

Develops students' abilities in communication both as a foundation for their formal studies and for effective transition to the workplace. Included in the content will be critical analysis of the genre of report writing, awareness-raising of formal presentation styles and facility with software which supports communication in the workplace. Effective communications skills for interpersonal and collaborative contexts in the workplace will also be developed.

Anatomical Bases of Exercise Science

An introductory unit which provides students with knowledge and a broad understanding of the anatomical structures of the major body systems and their interrelationship. Designed as a foundation for later studies in exercise science the unit investigates in particular, surface, gross, microscopic and regional anatomy.

Foundations of Motor Development and Behaviour

This unit will provide the foundation studies for the sequences and changes that occur in motor development during the lifespan. Contemporary theoretical approaches will be used to explain current applications, measurement and best practice.

Foundations of Recreation Studies

This unit will establish a foundation to introduce students to the study of recreation. Students will be encouraged to examine their personal philosophy

while developing an understanding of environments and choices available for recreational opportunities.

Physiological Bases of Exercise Science

This unit provides an introduction to physiological processes as a foundation for exercise science. Following on from the anatomical bases of exercise science, it explores physiological functioning of anatomical structures to prepare students for further studies of interrelationships of systems under exercise stress.

Mechanical Bases of Exercise Science

This unit provides an introduction to the mechanics that lead to an understanding of the fundamental principles and theories of biomechanics. It will discuss various methodologies and protocols used to assess performance.

Functional Anatomy

This unit provide students with the competence to analyse movement, ordinary or imposed and to determine the working muscles of the body. Students will be able to recognise inappropriate performance and enhanced performance of motor skills through the application of sound kinesiological principles.

Theory and Practice of Recreation

This unit will introduce contemporary issues theories and practices of recreation based in the outdoors. The importance of self management and self participation in pursuing challenges associated with the outdoors will be emphasised.

Introduction to Research Methods in Exercise Science

This unit provides an introduction to research methodologies in exercise science, with a view to equipping students to understand and critique current research literature in the discipline.

VOCATIONAL PROGRAMS

Certificate IV in Health (Nursing)

Campus

Melbourne

Duration

1 year

Commencement

February (1st semester)

Entry Requirements

High School graduation

IELTS 5.5 (with a minimum of 6 in speaking)

Selection procedures include an interview and aptitude test.

Course Aims

This course is designed to prepare participants to work in the aged care sector, rehabilitation centres, acute care hospitals and the community. Graduates will be eligible to apply for registration with the Nurses Board of Victoria as a Registered Nurse, Division 2 (enrolled nurse).

Course Outline

The course consists of compulsory theory and clinical practice modules. Generally, the theory modules are delivered on campus three days a week each semester.

Theory Modules (510 hours)
Professional Nursing
Workteam Preceptor
Communication Skills
People with Disabilities
Workplace Safety
Mental Health
Introduction to Information Technology
Cultural Diversity 1
Client Assessment
Cultural Diversity 2
Aged Care
Health Education
Anatomy and Physiology
Introduction to Research

Rehabilitation Nursing and Community Nursing
Palliative Care
Microbiology and Wound Management

Clinical Practice (340 hours)
There are eight clinical practice weeks divided over the year. These weeks are full-time and unpaid. Placements are in a variety of health care settings including aged care, rehabilitation and acute care hospitals. All clinical hours must be completed satisfactorily for course completion.

Module Outlines
Professional Nursing: This subject covers the knowledge and skills required to work as a professional nurse. It also introduces the principles of working within a legal and ethical framework, within the scope of practice of the Registered Nurse Division 2 (enrolled nurse).

Communication Skills: This subject provides the students with the knowledge and skills to establish and maintain effective communication with the client.

Workplace Safety: This subject introduces the student to the Occupational Health & Safety legislation and Codes of Practice. It also includes the duties and responsibilities for the health care team, under the general duty of care and the ability to provide First Aid as required. This subject is a pre-requisite before the student can proceed to placement.

Introduction to Information Technology: This subject introduces the knowledge and skills required to select, use and maintain information technology in a nursing context.

Client Assessment: This subject provides the student with the knowledge and skills to undertake the nursing assessment - primarily vital signs.

Anatomy and Physiology: This subject provides the student with

knowledge of Anatomy and Physiology and Clinical Nursing required to develop competency to nurse clients requiring acute / episodic nursing care.

Introduction to Research: This subject introduces the student to the concepts of nursing research and evidenced based practice.

Aged Care: Professional nursing practice in residential aged care involves a partnership with residents and significant others to assess their capabilities, needs and expectations to ensure provision of quality care.

Microbiology and Wound Management: This subject introduces the students to principles of infection prevention, especially in relation to contemporary wound management processes.

Health Education: Using developmental, lifespan and ecological themes, health promotion and education is planned, delivered and evaluated utilising an integrated and contextualised approach within the health care team.

Palliative Care: This subject introduces palliative care using a holistic lifespan approach and utilises the issues related to death and dying, to explore the complexity of nursing care in their field of nursing.

Rehabilitation Nursing and Community Nursing: This subject describes competencies for the nurse whose role may include assisting clients to improve their health and wellbeing within a rehabilitation and community setting.

Workteam Preceptor: This subject introduces the role of the preceptor within the work team by developing teaching, learning and reflective skills.

People with Disabilities: This subject explores the competencies associated with responding to the physical, medicinal, health and safety, personal care and home maintenance requirements of people with disabilities.

Mental Health: This subject covers how the Registered Nurse Division 2 participates as one of the multidisciplinary team in providing care and support to meet the needs of consumers in a range of clinical settings.

Cultural Diversity 1: This subject deals with the cultural awareness required for effective communication and co-operation with persons of diverse cultures.

Cultural Diversity 2: This subject deals with the basic workplace communication and work practice requirements for persons working in a cross-cultural health care context. It deals specifically with the Aboriginal and Torres Strait Islander cultural context and applies equally to those operating in healthcare policy and program planning.

Foundation Studies in Teaching English as a Foreign Language – TEFL

Campus

Melbourne

Duration

1 semester

Commencement

February (1st semester)
July (2nd semester)

Entry Requirements

High school graduation

IELTS 5.5 or equivalent

Course Aims

This program is designed specifically for participants from overseas who wish to teach English within their own country. Graduates will be competent in teaching English to school age children and adults using the latest communicative methods. Employment may be gained as private tutors, or in a language and coaching college environment.

Course Outline

The course will consist of the following components.

1. 144 hours   TEFL Training
2. 36 hours   English for Professional Teachers
3. 10 hours   Observations
4. 20 hours   Demonstrations

TEFL Training

TEFL Theory

Assessment and evaluation, programming classroom organisation, role of the EFL teacher.

TEFL Techniques

Communication approach to language teaching, teaching reading, writing, listening and speaking; development of teaching resources, designing tasks, adult learning strategies; Drama & ESOL; workplace English; and English for Academic Purposes.

Language and Culture

Language variety, dialects, register, cross-cultural communication, bilingualism, multi-culturalism.

The Nature of Language

Major language systems, functional grammar, phonetics and phonology; first and second language acquisition theories.

English for Professional Teaching

Upgrade of English skills for specific use in the classroom; familiarisation with phrases and expressions used in teaching.

Observation

Observation of experienced teachers in a TESOL classroom situation

Demonstration

Supervised teaching practice

Undergraduate courses

FACULTY OF ARTS AND SCIENCES

Bachelor of Arts

Campus

Brisbane

Strathfield, Sydney

Melbourne

Duration

3 years

Commencement

February & July
(1st & 2nd semester)

Course Aims

This course offers a diversity of subjects, making it attractive to students seeking a liberal arts education and the development of skills either as a basis for employment or as the foundation for further specialised study. The course is designed to produce knowledgeable, articulate, innovative graduates skilled in research, logical thought, clear expression and the application of ethical principles to decision making.

Course Outline

Students are required to complete a total of 24 units including:

- two majors OR one major and two minors OR a double major*

- at least one unit in theology or philosophy chosen from a specified list

- elective studies comprising the remaining number of required units

- completion of 15 days of Volunteer Experience by the end of Year 2

* Double majors may not be available in all states.

Students are also required to undertake 15 days of Volunteer Experience, which is usually completed by the end of second year.

Sequences may be offered from the following disciplines:

Majors, Minors, or Electives

Asian Studies
Australian Studies
Behavioural Science
Business Studies
Computing and Technology Studies
Drama
Economics
Family Studies
Geography
History
Italian
Literature
Mathematics
Media
Music
Philosophy
Psychology
Sociology
Science Studies
Theological Studies
Visual Arts

Minors or Electives only

Asian Studies
Australian Studies
Behavioural Science
Communications and Cultural Studies
Drama
Education
Italian
Japanese
Leisure Studies
Linguistics
Mathematics
Music
Politics
Women's Studies

Community-based Experience
Strathfield and Brisbane only

Students are offered the opportunity to complete one elective unit (10cp) in Community-based Experience, normally in the second or third year of the course. Community-based Experience must be in an area related to a major sequence being completed by the student. The Unit is graded Pass/Fail only.

Career Opportunities

Commerce and Industry
Public Relations
Publishing
Communications Journalism
Travel Industries
Social Research Institutes
Government Administration
Heritage Organisations
Libraries
Museums
Art Institutions
Teaching

Bachelor of Arts/Bachelor of Business

Campus

Brisbane

Strathfield, Sydney

North Sydney

Melbourne

Duration

4 years

Commencement

February & July
(1st & 2nd semester)

This dual degree provides both a liberal education and skills development focused on managerial decision-making, business and personal leadership, the ethics of values-based management and relevant work experience. It is designed for students who wish to combine the benefits of a liberal education, which stresses life-long skills in logical thought, ethical decision-making and clear expression, with specific skills focusing on Human Resource Management or Marketing or, in Brisbane only, International Business.

Note: In NSW the course is offered over two campuses.
Students study Arts and some

Business units at Strathfield in Years 1 and 2 and study Business units at North Sydney in Years 3 and 4.

Course Outline

Students are required to complete a total of 32 units including:

- one major in either Marketing or Human Resource Management or, in Brisbane only, International Business

- plus one major and one minor OR one major and four electives from the Bachelor of Arts

- twelve core business units

- in addition, students must complete 2 units of approved Professional Experience

Bachelor of Business Majors
Human Resource Management, Marketing or, in Brisbane only, International Business.

Bachelor of Arts Majors, Minors and/or Electives
(refer to Bachelor of Arts)

Professional Experience

Compulsory work experience takes the form of 2 units of Professional Experience. Participation will usually take place during University recesses, and students must submit a report on their professional experience. Students are required to submit their proposed professional experience for approval.

Professional Recognition

Graduates are eligible for membership of the following professional organisations depending on the business major completed: Australian Institute of Management; Australian Marketing Institute; Australian Human Resources Institute.

Career Opportunities

Resources Management
Industrial/Employment Relations
Policy Administration
Marketing Research Advertising
Retailing and Wholesaling

Bachelor of Arts/Bachelor of Music

Campus

Melbourne

Duration

4 years

Commencement

February & July
(1st & 2nd semester)

Course Aims

This dual degree provides the opportunity for students to integrate studies in music together with a choice of various disciplines in the humanities.

The Bachelor of Arts component offers a diversity of subjects, making it attractive to students seeking a liberal arts education and the development of skills either as a basis for employment or as the foundation for further specialised study. The course is designed to produce knowledgeable, articulate, innovative graduates skilled in research, logical thought, clear expression and the application of ethical principles to decision making.

The Bachelor of Music component provides a balanced training in practical and theoretical areas of music, leaving career options as open as possible. Alongside rigorous historical and theoretical studies, students are trained in practical skills preparing them for careers as professional musicians.

Course Outline

Students are required to complete a total of 32 units including:

- **10 Bachelor of Arts units comprising: one minor from approved BA sequences other than music, one unit in the area of theology or philosophy chosen from a specified list**

- 5 further units in one or more approved BA discipline(s) other than music

- 10 Bachelor of Music units comprising: two double units in Practical Studies; two units in Choral Conducting; two units in Choral Experience, either 1 further unit in Practical Studies or 2 further units in Choral Conducting and Choral Experience

- 12 units comprising a major and a minor in music, chosen from units in History of Music, Techniques and Theory of Music and/or Liturgical Music

- Volunteer Experience

Career Opportunities

Solo Performance
Accompaniment
Vocal and Keyboard Teaching
  Conducting
Choral Training
Arrangement/Composition
Church Music

Bachelor of Environmental Science

Campus

North Sydney

Duration

3 years

Commencement

February (1st semester)

Course Aims

This course educates students to contribute to the monitoring and management of processes and activities that affect the environment.

The course provides students with understanding and practical competence in the scientific, social, ethical and legal dimensions of the practice of environmental science. The course develops the skills needed for the use of information technology and for successful communication and cooperation with employers, colleagues and the community.

Graduates are able to apply the relevant and current knowledge and skills they have gained to the practice of their profession with the highest ethical standards. Graduates are effective researchers and decision-makers with skills in critical thinking, problem-solving and analysis.

Course Outline

Students are required to complete a total of 24 units including:

- **12 Environmental Science units**
- **11 core Science units**
- **1 elective unit**

Students are also required to complete 15 days of Volunteer Experience by the end of second year and 15 days of Field Experience by the end of Year 3.

Industry Experience

Work experience is an essential part of the course. In third year, students are placed for a three-week period with an organisation or agency concerned with an aspect of environmental management of particular interest to each student. In addition, students take part in field trips and work cooperatively on a major practical project as part of a research team to investigate specific problems identified by local government.

Professional Recognition

Graduates and students enrolled in the course will be eligible for the appropriate category of membership of the Environment Institute of Australia. Graduates who undertake a Graduate Diploma in Education are accredited to teach Secondary Science in NSW schools.

Career Opportunities

Environmental Science
Environmental Tourism
Environmental Education

Bachelor of Music

Campus

Melbourne

Duration

3 years

Commencement

February (1st semester)

Course Aims

This course provides a balanced training in practical and theoretical areas of music, leaving career options as open as possible. Alongside rigorous historical and theoretical studies, students are trained in practical skills preparing them for careers as professional musicians.

Course Outline

Students are required to complete a total of 24 units, including:

- 2 double units in Practical Studies
- 2 units in Choral Conducting
- 2 units in Choral Experience
- 4 units in History of Music
- 4 units in Techniques and Theory of Music
- 1 unit in Liturgy and Liturgical Music
- 7 elective units (or equivalent double units) chosen from the above listed areas.

Completion of 15 days of Volunteer Experience by the end of Year 2.

Career Opportunities

Solo Performance
Accompaniment
Vocal and Keyboard Teaching
  Conducting
Choral Training
Arrangement/Composition
Church Music

Bachelor of Psychology

Campus

Melbourne

Duration

3 years

Commencement

February (1st semester)

Course Aims

This course provides a comprehensive coverage of the discipline of psychology, within the context of issues and practice as they affect families and children.

The course combines theoretical and practical components designed to provide students with training in the basic discipline of psychology while at the same time offering an introduction to applied topics at the third year level. It also prepares graduates for further professional training in psychology.

Course Outline

Students are required to complete a total of 24 units including:

- 10 compulsory core units in Psychology
- 4 Family Studies units
- 2 Psychology electives
- 2 Theology/Philosophy units
- the remainder of the third year program is made up of electives, which must include two electives in Psychology.

Professional Recognition

Students who complete the pass degree will have completed a course that is accredited by the Australian Psychological Society as a recognised three-year program in psychology.

Career Opportunities

Welfare
Counselling
Community Work
Market Research

Bachelor of Social Science

To satisfy the requirements of the Australian Psychological Society three-year sequence in Psychology, students completing a major study in this area must complete the 10 compulsory core units in Psychology.

Campus

Brisbane

Melbourne

Duration

3 years

Commencement

February (1st semester)

Course Aims

This course provides students with the theoretical insights and practical competencies that will enable them to play a creative role in a variety of public and community based settings. The resources of contemporary psychology and sociology provide crucial theory and practices that enhance the quality of human life and enrich our understanding of the human person. The course offers the opportunity for dialogue between those fields leading to professional competence in the human services sector.

Course Outline

Students are required to complete a total of 24 units including:

- eight units of either behavioural science or sociology or psychology*
- eight units from one of the major areas listed below
- the unit Introduction to Ethics
- Elective units

Majors

Behavioural Science
Human Resource Management
or Marketing

Business Studies
Family Studies
Pastoral Counselling
Sociology
Youth Studies
Theological Studies

Behavioural Science *(Psychology and Behavioural Science not permitted as a major with each other)*

Elective Units

Electives or minor sequences may be chosen from the majors listed above or from a variety of offerings within the School of Arts and Sciences.

Professional Recognition
Brisbane only

Graduates from the Behavioural Science/Pastoral Counselling combination majors will be eligible to apply for associate membership of the Queensland Counsellors Association and membership of the Australian Association of Pastoral Counsellors.

Career Opportunities

Youth Work
Family and Child Welfare
Community Development Work
Counselling
Human Resources Management
Social Welfare Work
Corrective Services
Community Planning
Hospital Pastoral Care.

Please Note

This course is currently under review. Changes may be implemented for 2005.

Bachelor of Social Science (Pastoral Counselling)*

Campus

Melbourne Campus

Duration

3 years

Commencement

February (1st semester)

Course Aims

This course explores the interface between the tradition of pastoral care and the contemporary disciplines of the social sciences. It provides students with the opportunity to develop a critical theoretical framework for pastoral care together with the fundamental skills and techniques of counselling. Students are trained in the psychological foundations of counselling, including the therapeutic modalities associated with the major schools of psychotherapy, critical social theory and practical theology. Accordingly, students will develop skills in particular approaches to interviewing and evaluation as well as considering the ethical and legal issues relevant to the counselling profession.

Course Outline

Students are required to complete a total of 24 units, including:

- a major sequence in Pastoral Counselling
- one additional major in Behavioural Science, Psychology or Sociology
- five additional compulsory units
- two compulsory Clinical Pastoral Fieldwork placements
- one elective unit.

Clinical Pastoral Fieldwork (Industry Experience)

Clinical pastoral work experience is an important component of the program.

In the final year, students are required to complete two placements of 100 hours each, under supervision in appropriate agencies.

Professional Recognition

Graduates of the course are eligible to apply for membership of the Australian Association of Pastoral Counsellors through which they may obtain membership of the Psychotherapy and Counselling Federation of Australia (PACFA).

Career Opportunities

Pastoral Counsellors in a number of settings including parish work, hospices and hospitals, industry or school settings.

Bachelor of Social Science (Youth Studies)*

Campus

Melbourne

Duration

3 years

Commencement

February (1st semester)

Course Outline

Students are required to complete a total of 24 units including:

- 8 units in Youth Studies
- 8 units in Sociology
- a minor sequence
- Introduction to Ethics
- three Practicum units (Industry Experience).

Practicum Units (Industry Experience)

The first practicum in first year is a non-placement practicum in which students visit agencies but are not on permanent placement. In second year students are required to spend 186 hours in an agency working with young people and in third year students will be required to spend 210 placement hours in an agency that works with young people.

Career Opportunities

Advocacy
Administration
Development of Youth Policy
Research

*Course is currently under review. Changes may be implemented for 2005.

Bachelor of Social Work

Campus

Canberra

Strathfield, Sydney

Duration

2 years

Commencement

February (1st semester)

Course Outline

The course provides an education in social work that is informed by a critical understanding of the social science disciplines and that is oriented to the professional values and practices in the social work profession. It meets the requirements set by the Australian Association of Social Workers (AASW).

The course provides a broad, contextual professional education, based on the analysis of social processes and human behaviour.

This professional education will

inform social work practice in its purpose of:

- protecting vulnerable members of society;
- empowering individuals to determine and change the conditions in which they live;
- facilitating the participation of individuals, families, groups and communities in the decisions affecting their lives;
- helping change social institutions and policies that constrain development;
- contributing to a more equitable distribution of resources in society.

Students are required to complete:

- a total of 10 core units including two practicum units (industry experience).

Entry Requirements

Applicants will normally be expected to have successfully completed:

- a recognised Bachelor's degree, or two years of a recognised Bachelor's degree.

Applicants who do not have sufficient studies in psychology and sociology are allowed through the School to do supplementary courses in these studies. The supplementary course should be completed before the commencement of first semester.

Special entry provisions are available for applicants who do not meet the above requirements. A School of Social Work Special Entry Committee individually assesses applicants.

Field Practicum (Industry Experience)

Field Practicum is a core element and a major part of a student's development of a professional identity. It provides an opportunity for students to observe, question and model social work behaviour, to translate Social Work Theory into practice, and to apply knowledge drawn from other subjects.

In order to meet the requirements of the AASW, students must complete 980 hours of supervised field education. This is undertaken in two practicums in approved agencies. Each practicum is normally of around 15.5 weeks duration.

Professional Recognition

All graduates of the program are eligible for membership of the AASW.

Career Opportunities

Social Administration
Policy Formation
Social Action

Program Planning
Community Organisations

Employment opportunities exist in government departments and non-government agencies. Government departments employing social workers include those concerned with health, community services, education, corrective services, rehabilitation and social service.

Bachelor of Visual Arts and Design

Campus

North Sydney

Melbourne

Duration

3 years

Commencement

February & July
(1st & 2nd semester)

Course Aims

This course is designed for students interested in a broadly based program that integrates the study of studio-based art, art and design history and theory with a strand of graphic design. Class sizes are small and there is provision for specialisation by each individual student in the third year of

the course, as well as for an internship and acquisition of relevant business skills. The course prepares students for ethical, professional practice in a diversity of careers in visual arts and design.

Course Outline

Students must complete a total of 24 units including:

- 3 units of 2D Studies
- 3 units of 3D/4D/Object Design
- 3 units of Graphic Design
- 4 units of Art and Design History and Theory
- 11 units of Professional Development and Practice

Volunteer Experience is an additional requirement of the course. Students are required to complete 15 days of Volunteer Experience by the end of second year.

Industry Experience

In the third year of the course students will undertake an internship with a professional such as a craftsperson, graphic designer, art critic, art historian, museum/gallery manager or curator who will act as a mentor. The internship will provide a vocational focus for students as they prepare for a diversity of careers in visual arts and design practice.

Career Opportunities

Graphic Design
Illustration
Ceramics
Photography
Printmaking
Sculpture
Painting
Advertising
Print and Electronic Media
  Researchers
Curators
Exhibition Technicians Museum
  Assistants
Design Teachers
Art Therapists
Museum Management.

Bachelor of Theology

Campus

Brisbane
Strathfield, Sydney
Melbourne
Canberra

Duration

3 years

Commencement

February & July
(1st & 2nd semester)

Course Aims

This course offers students the opportunity to pursue either an in-depth study in scripture, theology and philosophy or a broader based program in theology studies, within the Catholic tradition.

Within this Catholic perspective, students will reflect critically on the meaning of Christian faith in an ecumenical and interfaith context.

The course will enable students to:

- study the meaning and practice of Christian faith within a Catholic theological perspective, both in an ecumenical and interfaith context, and in its relevance to all realms of human culture;

- develop a scholarly understanding of the scriptures, Church history, Christian doctrines, spirituality and practice;

- articulate Christian moral perspectives in a contemporary social and ethical context;

- exhibit a practical understanding of the inter-relationships of theology and particular vocational and professional activities.

Requirements for completion of pass award

Completion of 240cp (each unit having a value of 10cp) as prescribed below:

- 8 core units, comprising seven specified units in Theology and one unit in Philosophy chosen from a specified list;

- academic Major in Theology;

- EITHER 1 academic Major in Liberal Arts OR 1 further academic major in Theology OR 2 academic minors in Liberal Arts OR an alternative sequence approved by the Course Coordinator.

The Theology units of the revised program are grouped under three headings, **Biblical Studies, Christian Thought** and **Christian Practice**.

Biblical Studies considers the scriptural sources of Christian faith, thought and practice by examining the biblical texts and interpreting them in a variety of literary, historical and contemporary cultural contexts.

Christian Thought covers Church History, and the systematic exploration of Christian doctrines in both historical and contemporary cultural contexts.

Christian Practice deals with the critical and effective application of the values of Christian faith and Catholic tradition to contemporary cultural situations so as to inspire appropriate moral, spiritual, pastoral and liturgical conduct.

Unit Offerings will vary subject to student demand and lecturer availability.

Elective units will vary between campuses and from year to year.

Career Opportunities

Community Organisations
Justice and Peace Centres
Motivational Industries.

Bachelor of Theology/ Bachelor of Social Work

Campus

Canberra

Duration

4 years

Commencement

February & July
(1st & 2nd semester)

Course Aims

The aim of the course is to provide an education in social work that is informed by the range of values specific to a religious tradition and an education in theology that is oriented to the professional values and practice of the social work profession.

SUB-FACULTY OF BUSINESS AND INFORMATICS

Course Outline

Students are required to complete a total of 32 units including:

- 16 units from the Bachelor of Arts, including the 8 core units and a major (8 units) in Theology

- 10 units from the Bachelor of Social Work including two practicum units (industry experience).

The Theology units will mainly be undertaken in years 1 and 2. The Social Work units will mainly be undertaken in years 3 and 4.

Career Opportunities

Social Administration
Policy Formation
Social Action
Program Planning
Community Organisations
Teaching

Bachelor of Information Systems

Campus

Brisbane

North Sydney

Melbourne

Duration

3 years

Commencement

February (1st semester)

July (2nd semester)

Course Aims

The Bachelor of Information Systems is a vocational program, preparing students for a variety of occupations in the field of computer-based information systems including technical, user and customer support. Emphasis is placed on the role of computer technologies in contemporary organisations, and in particular the course aims to prepare students for emerging employment niches in the fields of data communications, distributed processing and PC-based local area networks.

Graduates become information managers who can use their information systems to communicate effectively at any level, as people often do not understand the working of computers, networks, databases and application software. All public and private sector organisations are demanding more useful information and are looking for people who know how to develop and manage it. Contemporary beliefs that appropriate solutions to business functions and needs can be achieved by IT and Business working as separate entities using some incidental middle ground are no longer valid. Therefore the course aims to produce people who can

align IT not only with the business function but also with business objectives, goals and strategies.

Course Outline

Students must complete 24 units comprising:

1. 16 compulsory units in Information Systems including subjects such as:

- Fundamentals of Information Systems
- Operating and Hardware Systems
- Reasoning and Critical Thinking for IS Professionals
- Communication Skills
- Discrete Mathematics for IS
- Data Communications 1
- Programming Techniques 1 and 2
- Systems Analysis and Design
- End User Support
- Database Design 1
- Decision Support Systems
- Project Management
- State of the Art in Information Systems
- Ethics and Informatics
- IT Project

2. 4 optional units in Information Systems including subjects such as:

- Human Computer Interaction
- Technology Management
- Programming Techniques 3 and 4
- Software Engineering
- Intelligent Systems
- Database Design 2
- Data Communications 2
- Web Design and Development
- Network Computing
- Virtual Organisations
- Object Oriented Systems Development

3. Four minor/elective units (4 units)

Professional Experience

As part of the course, students must complete 3 units of approved community and industry experience. Students will be required to write a report on their experience, for which a credit will be awarded as a requirement for graduation. The Schools of Business and Informatics will facilitate suitable placements.

Professional Accreditation

The Bachelor of Information Systems is accredited with the Australian Computer Society.

Bachelor of Business

Campus

Brisbane

North Sydney

Melbourne

Duration

3 years

Commencement

February (1st semester)

July (2nd semester)

Course Aims

The course provides graduates with essential management skills plus comprehensive studies in an area of specialisation.

The course also provides a theoretical and practical basis for ethical decision-making in business and emphasises social responsibility issues as they apply to business. It gives students, professional knowledge and communication skills, an understanding of business and helps provide appropriate work experience.

Course Outline

Specialisations

Within the Bachelor Business, there are six (6) specialisations available.

The following table outlines where each specialisation is available:

Major	North Sydney	Brisbane	Melbourne
Accounting	X		X
Financial Services	X		
Marketing	X	X	X
Information Systems	X	X	X
International Business		X	
Human Resources Management	X	X	X

The course consists of 8 units a year, totalling 24 semester units taken over three years. Contact hours are approximately 12-16 hours per week. A maximum number of four units may be taken in one semester. All lectures and tutorials are compulsory.

The Bachelor of Business course consists of a general business area comprising 12 compulsory business units. Students also undertake a major area of study of 8 units in one of the following disciplines: Human Resource Management, Information Systems, Marketing, International Business, Accounting or Financial Services. Students must also undertake 4 elective units, which can be taken as a minor sequence of 4 units or as 4 individual electives. In addition, students must complete 12 weeks of approved professional experience.

Professional Experience

As part of the course, students must complete 3 units of approved community and industry experience. Students will be required to write a report on their experience, for which a credit will be awarded as a requirement for graduation. The Schools of Business and Informatics will facilitate suitable placements.

Professional Accreditation

Depending on the major undertaken in the Bachelor of Business component, graduates are eligible for membership of the Australian Institute of Management, the Australian Marketing Institute or the Australian Human Resources Institute. Students who complete the Accounting major as well as the units Company Law and Taxation Law (additional to normal course requirements) satisfy the academic requirements for membership of the Australian Society of Certified Practising Accountants (Australia) and the Institute of Chartered Accountants in Australia. In addition, the Bachelor of Information Systems is accredited with the Australian Computer Society.

Bachelor of Business/ Bachelor of Information Systems

Campus

Brisbane

North Sydney

Melbourne

Duration

4 years

Commencement

February (1st semester)

July (2nd semester)

Course Aims

The course aims to provide both technical skills in technology-based Information Systems and skills development focused on managerial decision-making, business and personal leadership, the ethics of values-based management, and relevant work experience. It is designed for students who wish to combine the benefits of technical skills that are now much sought after in the Information Technology industry with business understanding focusing on human resource

management, marketing, accounting, financial services or international business.

Graduate career options in business-related fields such as personnel management, industrial relations, policy administration, marketing research and management, advertising, retailing and wholesaling are broadened by the development of information technology skills suitable for working in technical, user and customer support roles, and in emerging employment niches such as data communications, distributed processing, intranet and internet site development. The combination of business and IT skills is much in demand in the modern employment market.

Course Outline

Students are required to complete a total of 32 units:

- 16 from the Bachelor of Business including one Business major (8 units), in either Human Resource Management, Marketing or Accounting and Financial Services (Sydney only) or International Business (Brisbane only).

- plus 16 from the Bachelor of Information Systems

Professional Accreditation

Depending on the major undertaken in the Bachelor of Business component, graduates are eligible for membership of the Australian Institute of Management, the Australian Marketing Institute or the Australian Human Resources Institute. Students who complete the Accounting major as well as the units Company Law and Taxation Law (additional to normal course requirements) satisfy the academic requirements for membership of the Australian Society of Certified Practising Accountants and the Institute of Chartered Accountants in Australia. In addition, the Bachelor of Information Systems is accredited with the Australian Computer Society.

Professional Experience

As part of the course, students must complete 3 units of approved community and industry experience. Students will be required to write a report on their experience, for which a credit will be awarded as a requirement for graduation. The Schools of Business and Informatics will facilitate suitable placements.

Bachelor of Hotel Management

Campus

Brisbane

North Sydney

Melbourne

Duration

2 years

Commencement

February & July
(1st & 2nd semester)

Course Aims

William Blue College, Sydney, New South Wales in partnership with the ACU National School of Business and Informatics New South Wales. Entry with equivalent qualifications as per Special Entry is also available in Brisbane, Sydney and Melbourne.

This articulated program aims to develop in graduates demonstrated competencies relevant to future employment in the management of international hotels and resorts involving complex diagnosis, planning and the execution of key tasks and problem solutions. In addition the program aims to develop tertiary-level business skills focused on managerial decision-making, business and personal leadership and the ethics of values-based management.

The course aims to ensure graduates of the Bachelor of Hotel Management build upon the outcomes of the Diploma in Hospitality Management and Advanced Diploma in International Hotel and Resort Management. Students will have achieved demonstrated competencies relevant to future employment in the management of international hotels and resorts involving complex diagnosis, planning and execution of key tasks.

Course Outline

Completion of 240cp (all units having a value of 10cp each) as prescribed below:

- Diploma in Hospitality Management and Advanced Diploma in International Hotel and Resort Management from William Blue International Hotel Management School (80 credit points)

- 16 specified Bachelor of Business units (160 credit points)

Special Entry

Students who have successfully completed an Advanced Diploma in Hotel and Resort Management (incorporating a Diploma in Hotel Management), or equivalent, from a VETAB accredited provider will also be considered for entry.

FACULTY OF EDUCATION

The Faculty of Education at Australian Catholic University is one of the country's largest faculties of education with over 5,000 students and 150 staff. The Faculty conducts a range of programs across five of the University's six campuses and a number of off-shore locations. Our students come from diverse social and cultural backgrounds, from within Australia, from Asia and the Pacific region, from Europe and elsewhere. The Faculty's programs are distinctive in that they are guided by the University's mission which challenges students to examine the social, ethical and religious dimensions of their learning and practice. Graduates from the Faculty's courses are highly regarded and have excellent employment records.

The Faculty offers a large range of programs in teacher and adult education including:

- Primary education
- Secondary education
- Indigenous education
- Habilitation (for disability services)
- Religious education
- Educational leadership
- Continuing professional education for teachers in specialist curriculum areas
- Research programs (including a professional doctorate).

Bachelor of Education (Habilitation)

Campus

Strathfield, Sydney

Duration

3 years

Commencement

February

This course is especially designed for people who are already working, or interested in working in the field of disability services. The course is based on adult learning principles and is aimed at providing participants with the necessary professional skills to work within this area of community education.

Students undertake discipline-based studies in human growth and development, ethics, advocacy, inclusion and social justice. Professional studies include interpersonal communication skills, guidance, understanding behaviour, case management in a community setting and resource management. In addition to their campus-based theoretical and professional studies, students undertake field-based studies in a professional setting including a component of independent study and action research.

Professional recognition

Graduates of the course may be eligible to work as teachers or trainers of adult learners in community settings, accommodation services, vocational training, advocacy organisations, public agencies and as disability officers in adult education, special education and early intervention.

Bachelor of Education (Primary)

Campus

Brisbane

Strathfield, Sydney

Melbourne

Canberra

Ballarat

Duration

4 years

Commencement

February

This course provides the professional and academic preparation for those wishing to take up a career as a teacher in a primary school. Graduates will be eligible for employment in both government and non-government schools. In addition to studies that cover the essential learning areas such as mathematics, english, the arts, health and physical education, science, technology and social studies, students are also able to select electives which will enable them to teach Religious Education in Catholic schools.

Students also complete a prescribed number of days of community and school-based field experience including community engagement, service learning activities and supervised teaching and observation in the classroom.

Professional Recognition

Graduates are eligible for teacher registration and accreditation to teach in Catholic, state and independent schools.

Career Opportunities

Graduates are employed in Catholic, independent or state schools, in government departments and in education agencies and offices.

Bachelor of Arts / Bachelor of Teaching

Campus

Melbourne

Duration

4 years

Commencement

February

This course provides the professional and academic preparation for those wishing to take up a career as a teacher in a primary school. Graduates will be eligible for employment in both government and non-government schools. In addition to a range of professional studies which cover the major curriculum areas in the primary school, students must study a major Arts sequence which is aimed at furthering their intellectual development. Students are also able to select an elective sequence which will enable them to teach Religious Education in Catholic schools.

Professional experience in which students undertake supervised observation and teaching in a classroom setting is conducted in Years 2, 3 and 4 of the course, and include an extended placement of 8 weeks. Students complete a total of 20 weeks of supervised teaching and observation in the classroom.

Professional Recognition

Graduates are eligible for teacher registration and accreditation to teach in Catholic, state and independent schools.

Career Opportunities

Graduates are employed in Catholic, independent or state schools, in government departments and in education agencies and offices.

Bachelor of Teaching / Bachelor of Arts

(Secondary Computing)

(Secondary Humanities)

(Secondary Mathematics)

(Secondary Technology)

(Secondary Visual Arts)

Campus

Strathfield, Sydney

Duration

4 years

Commencement

February

This dual degree is designed for those intending to become teachers in secondary schools. It also provides considerable career flexibility. Graduates are highly regarded by employers because of the academic rigor of the Bachelor of Arts and the extensive teaching practice involved in this course. Students complete a major and minor Arts sequence which may include studies in Computing, Humanities, Mathematics, Technology, Theological Studies or Visual Arts. Inclusion of Religious Studies and Religious Education units will enable students to gain accreditation to teach Religious Education in NSW schools.

Professional experience in which students undertake supervised observation and teaching in a classroom setting are conducted in Years 2, 3 and 4 of the course, and includes a community component which comprises a placement in a community setting other than a school and an internship in the final year of the course which provides an induction to the teaching profession.

Professional Recognition

Graduates are eligible for teacher registration and accreditation to teach in Catholic, state and independent schools.

Career Opportunities

Graduates are employed in Catholic, independent or state schools, in government departments and in education agencies and offices.

Bachelor of Education (Primary) (Postgraduate)

(This is a graduate entry program)

Campus

Brisbane
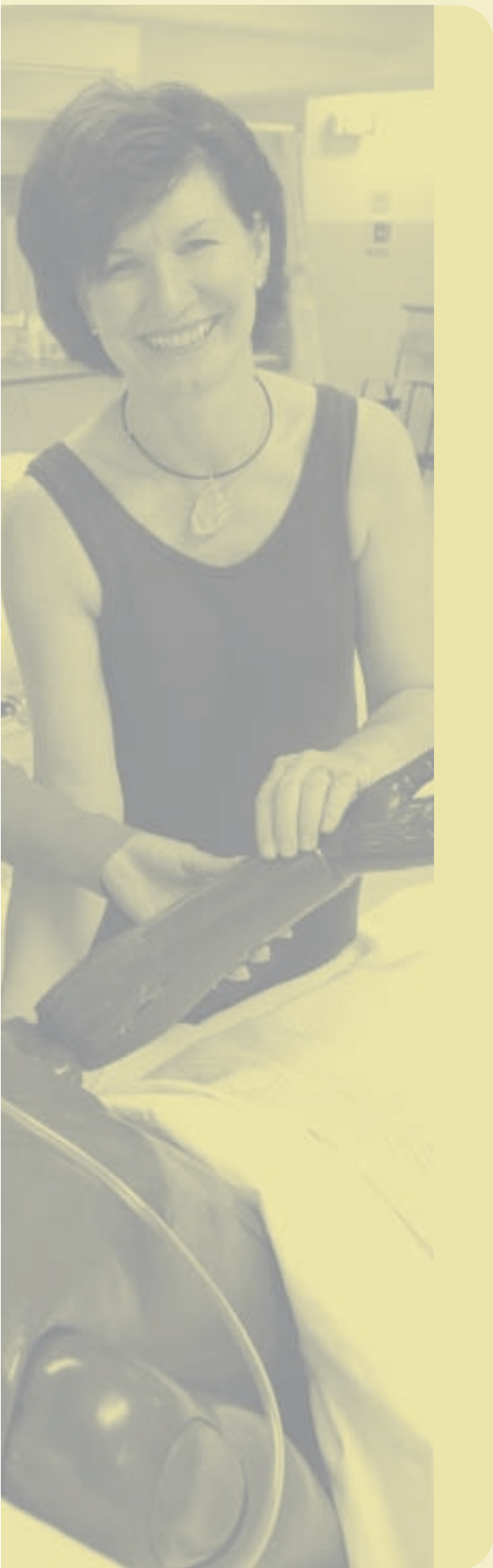
Melbourne

Canberra

Ballarat

Duration

2 years

Commencement

February

This course provides the professional and academic preparation for applicants with a Bachelor's Degree (for example Bachelor of Arts, Bachelor of Science, Bachelor of Music) who wish to take up a career as a teacher in a primary school. Graduates will be eligible for employment in both government and non-government schools. In addition to studies that cover the essential learning areas such as mathematics, english, the arts, health and physical education, science, technology and social studies, students are also able to select electives which will enable

them to teach Religious Education in Catholic schools.

Students also complete a prescribed number of days of community and school-based field experience including community engagement, service learning activities and supervised teaching and observation in the classroom.

Professional Recognition

Graduates are eligible for teacher registration and accreditation to teach in Catholic, state and independent schools.

Career Opportunities

Graduates are employed in Catholic, independent or state schools, in government departments and in education agencies and offices.

Bachelor of Education (Secondary) (Postgraduate)

(This is a graduate entry program)

Campus

Brisbane

Duration

2 years

Commencement

February

This course provides the professional and academic preparation for applicants with a Bachelor's Degree (for example Bachelor of Arts, Bachelor of Science, Bachelor of Music, Bachelor of Information Technology) who wish to take up a career as a teacher in a secondary school. Applicants will need to have the necessary academic background to enable them to teach at least one curriculum area to the Year 12 level. Graduates will be eligible for employment in both government and non-government schools and, upon completion of the prescribed subjects, be eligible to teach Religious Education in Catholic schools.

Students also complete a prescribed number of days of community and school-based field experience including community engagement, service learning activities and supervised teaching and observation in the classroom.

Professional Recognition

Graduates are eligible for teacher registration and accreditation to teach in Catholic, state and independent schools.

Career Opportunities

Graduates are employed in Catholic, independent or state schools, in government departments and in education agencies and offices.

FACULTY OF HEALTH SCIENCES

Bachelor of Exercise Science

Campus

North Sydney

Melbourne

Duration

3 years

Commencement

February & July
(1st & 2nd semester)

Course Aims

The pass degree course has been designed to enable students to consider a wide variety of career options related to sports science, exercise science, leisure and recreation, community and corporate fitness, and sports coaching. Graduates may find employment in the hospitality and tourism industry; as fitness leaders; within government and local government sectors; and as activity leaders (coaches and movement therapists) for special groups. Completion of specialisations is directed to appropriate national professional recognition.

Elite Athletes. The University will consider admitting a limited number of students who have outstanding sporting or appropriate recreational/ vocational performance but do not meet normal entry criteria.

Applicants in this category should contact the University.

Course Outline

The course is comprised of ten (10) core units of study (10 credit points each); an elective specialisation of eight (8) units (10 credit points each); and one cognate elective of six (6) units (10 credit points each).

i) Exercise Science Core (10 units).

ii) Specialisation sequence A, B or C (8 units).

iii) Cognate Elective (6 units).

Industry Experience

Students are required to undertake field experiences chosen from the cognate and specialisation areas of the course as well as complete professional activities.

Career Opportunities

Fitness
Exercise Prescription
Sports Coaching
Health Promotion
Sports Medicine
Sports Rehabilitation
Sports Management
Sports Psychology
Hospitality and Tourism
Recreation

Bachelor of Nursing

Campus

Brisbane

North Sydney

Melbourne

Ballarat

Duration

3 years

Commencement

February (1st semester)

Course Aims

This course has been designed to prepare students as professional nurses who can work in a variety of institutional and community settings and who have acquired the ability to reflect upon and develop Christian values appropriate to the practice of nursing.

The course includes studies related to the art and science of nursing as well as the professional and personal development of individual students. The course aims to develop a

graduate who will, at beginning level, be an independent life-long learner, a competent practitioner, a creative and critical thinker and a motivated researcher. Graduates will be eligible for registration as a nurse with the relevant state authority and will be able to practice at beginning levels of performance in the four domains of nursing identified in the Australian Nursing Council Inc. (ANCI) competencies, namely: professional / ethical practice, reflection, problem solving and enabling.

Graduates will be able to practice at beginning level in one of the following areas of nursing: aged care, community, developmental disability, maternal and infant care, medical/surgical, mental health, and paediatric nursing.

Course Outline

In order to complete the course and be eligible for graduation, all units, including clinical units, must be completed satisfactorily and 240 credit points achieved.

Cardio Pulmonary Resuscitation

Students are required to have a current Cardio Pulmonary Resuscitation (CPR) Certificate from an accredited source prior to undertaking clinical practice. The currency of the certificate will need to be validated each year.

Immunisation

As nursing brings students into contact with various communicable diseases it is a requirement of some facilities used for clinical experience that students have appropriate immunisation.

Entry Requirements

International students undertaking the Australian higher school certificate will be required to undertake the following subjects:

Sydney: Not applicable;

Brisbane: Pre-requisites –
English (sound achievement four
(4) semesters;

Melbourne, Ballarat: Pre-requisites –
English (any) with Units 3 and 4;
a study score of at least 25.

Professional Recognition

Graduates will be eligible for
registration as a nurse with the
relevant state authority and will be
able to practice at beginning levels
of performance in the four domains
of nursing identified in the Australian
Nursing Council Inc. (ANCI)
competencies, namely: professional/
ethical practice, reflection, problem
solving and enabling.

Graduates will be able to practice at
beginning level in one of the
following areas of nursing: aged
care, community, developmental
disability, maternal and infant care,
medical/surgical, mental health, and
paediatric nursing.

Career Opportunities

Registered Nurse
Public Health

Bachelor of Nursing (Overseas Qualified Nurses)

Campus

Brisbane

North Sydney

Ballarat

Melbourne

Duration

1 year (condensed program)

Commencement

February (1st semester)

July (2nd semester) Brisbane only

Course Aims

The Faculty offers programs for
overseas qualified nurses wishing to
gain a bachelor degree in Australia
and become an Australian registered
nurse. The programs are designed
for students who have graduated
from a professional nurse education
course and who wish to upgrade
their qualifications. The course would
normally be completed within a one-
year period through an accelerated
or intensive study mode.

The course aims to enhance the
formation of professional nurses. This
process will assist individuals to
accept responsibility for their on-
going learning and to reflect on their
practice so that they may integrate
new information with existing
knowledge and skills.

Students will be given the
opportunity to enhance the process
of formation by:

• examining and reflecting on values
underlying nursing practice

• synthesising knowledge from
nursing and related disciplines to
complement clinical practice

• critically evaluating issues pertinent
to nursing with a view to
identifying and facilitating
desirable change.

Course Outline

Students would complete the
following units:

Clinical Practice 3

Nursing 3

Nursing 4

Clinical Practice 4

Clinical Practice 7

Further units to the value of 40 credit
points, selected from units offered in
the Bachelor of Nursing course to be
undertaken in consultation with the
Course Coordinator. Selection to be
based on learning needs and prior
education.

Unit Outline

Nursing 3

The unit focuses on the health of
individuals experiencing alterations to
the cognitive-perceptual and
nutritional-metabolic functional
health patterns. Emphasis is placed
on theories of psychiatric and mental
health nursing, acute care and
disability. Students will have the
opportunity to extend their
understanding of abnormal
psychology and will be introduced to
classification systems of disability and
mental status. In addition,
opportunity will be provided for
students to reflect on the influence
of disability on the health status of
individuals and communities and the
delivery of health services.

Clinical Practice 3

This unit contributes to the
integration of theoretical and clinical
concepts and their application in a
health care environment. Clinical
practice will be undertaken in
settings where students are able to
apply theoretical and practical

UNDERGRADUATE ENGLISH LANGUAGE REQUIREMENTS

knowledge relevant to the functional health patterns studied in Nursing 3.

Nursing 4

Specific functional health patterns, activity-exercise, self-perception - self-concept and coping - stress tolerance, are used to explore meanings of particular health alterations to individuals, groups and communities. Emphasis is placed on the integration of selected theories and principles of nursing practice and related concepts of pathophysiology. Students will have the opportunity to reflect on the influence of environment and functional roles of practitioners in various clinical settings.

Clinical Practice 4

This unit contributes to the integration of theoretical and clinical concepts and their application in a health care environment. Clinical practice will be undertaken in settings where students are able to apply theoretical and practical knowledge relevant to the functional health patterns studied in Nursing 4.

Clinical Practice 7

The focus of this unit is to prepare the student for the graduate role. It allows an intensive period of consolidation within the health care environment through a preceptorship model of teaching and learning.

Entry Requirements

To be eligible to enter the 90cp program, applicants must have completed a three-year post-secondary professional nurse education program and must be eligible for registration as a nurse in the country in which they qualified.

Applicants who have completed other nurse education programs will be assessed on an individual basis according to their education and experience, in order to determine an appropriate program of study within the Bachelor of Nursing course.

Australian Registration

A graduate from the Bachelor of Nursing course would be eligible to apply for registration as a nurse in the state in which the student has studied.Australian Catholic University requires that all students have a good command of written and spoken English. Applicants whose secondary and/or tertiary education was undertaken in a language other than English will need to meet the following IELTS or TOEFL proficiency level in English, or the equivalent.

Minimum English language proficiency requirements for entry to undergraduate **Teaching** and **Nursing** courses (Bachelor of Education, Bachelor of Teaching, Bachelor of Nursing) are:

- IELTS (International English Language Testing System) with an overall score of 6.5, including an individual score of 6.0 for all tests **or**
- TOEFL (Test of English as a Foreign Language) score of 575 and TWE 5.0; or a computer-based score of 230 with an essay rating of 5.

Minimum English language proficiency requirements for entry to other undergraduate courses are:

- IELTS (International English Language Testing System) with an overall score of 6.0, including an individual score of 6.0 for writing and speaking tests and 5.5 for listening and reading tests **or**
- TOEFL (Test of English as a Foreign Language) score of 550 and TWE 4.5; or a computer-based score of 210 with an essay rating of 4.5

ENTRY REQUIREMENTS FOR UNDERGRADUATE DEGREES

Country	Acceptable Qualifications	Minimum score required for admission
Argentina	• Argentine Bachillerato in the academic stream	Minimum grade average of 9.0
Brazil	• Eligibility for entry to a Brazilian University recognised by Australian Catholic University • Brazilian Secondary School Leaving Certificate may be considered	Minimum grade average of 6.6
Colombia	• Eligible for entry to a Colombian University recognised by Australian Catholic University	
Denmark	• Danish Studentereksamen	Overall average 9
Fiji	successful completion of: • Seventh Form Examination and qualified for entry to the University of the South Pacific; OR • Foundation Year of the University of the South Pacific	
France	• French Baccalaureat	Minimum admission average 12 or assezbien
Foundation Studies	• Foundation Studies program of the University of NSW	Grade point average of 6.0 (6.5 for Business), C-minimum English Grade for all courses except Nursing and Education which require C minimum
Germany	• German Abitur	3.0 befriedigend
Hong Kong	• minimum of two appropriate Advanced Level passes in Cambridge GCE examinations; OR • minimum of two appropriate Advanced Level passes in the Hong Kong Advanced Level examinations; OR • Successful completion of all or part of an undergraduate award	6* 6*
India	• minimum of two appropriate Advanced level passes in the GCE examinations; OR • Excellent results in the all-India Senior School Certificate awarded by the Central Board of Secondary Education (CBSE) or the India Council School Examinations (ICSE); OR • bachelor degree, from a recognised institute of university standing, awarded in the first, second or third division	6*
Indonesia	• Sekolah Menengah Atas (SMA)	Grade point average 7.2 with a grade point of at least 8 in English
International Baccalaureate	• completion of the full International Baccalaureate Diploma	Grade 4 in each of 6 subjects, minimum total mark of 24
Japan	• at least an above average pass in the Kotagakko or Upper Secondary School Certificate	Minimum grade point average of 2.5 in academic subjects
Korea	• High School graduation diploma, after 12 years of schooling, with at least a B average in academic subjects in the final year; OR • successful completion of at least two years of study at a recognised post-secondary institution; OR • Pass in the Korean University entrance examination	

Country	Acceptable Qualifications	Minimum score required for admission
Malaysia	• minimum of two appropriate Advanced Level passes in Cambridge GCE; OR • Sijil Tinggi Persekolahan Malaysia (STPM); OR • The University of Malaya Entrance Examination; OR • Malaysian Independent Chinese Secondary Schools Unifies Examination (MICSSUE)/ Senior Middle Three • Canada Ontario Year 12	6* 6* 67 65% (Average OSSHGD) or if OSSD must include at least 6 OAC's
Mexico	• Eligibility for entry to a Mexican University recognised by Australian Catholic University • A Mexican Upper Secondary School Program (Bachillerato) may be considered	Overall grade average 9.2
Norway	• Norwegian Certificate of Completion of Upper Secondary School Examinations	4 good
Pakistan	• minimum of two Advanced Level passes Cambridge GCE; OR • bachelors degree from a recognised university or equivalent awarded in the first, second or third division	6*
Peoples Republic of China	• successful completion of at least one year of formal international study at a recognised university or equivalent obtained before or after the cultural Revolution (1966-1978). Applications will be assessed on an individual basis	
Philippines	• Successful completion of at least two years full-time study towards a bachelor degree at a recognised post-secondary institution.	
Singapore	• minimum of two appropriate Advanced Level passes in the GCE examinations	6*
Spain	• Curso de Orientacion Universitaria	Minimum grade average 5.0
Sri Lanka	• minimum of two appropriate Advanced Level Passes in the GCE examinations	6*
Sweden	• Sweden Secondary School Leaving Certificate	3.0 old system or GPA 13.0 new system
Taiwan	• completion of Senior High School (year 12) Diploma (academic program) from an approved school; OR • successful completion of at least three years of study at a college following Junior Middle School or two years following Senior High School; OR • successful completion of at least one year of study at a recognised institute offering bachelor degrees comparable with Australian bachelor degrees	Average of 70% (80% for Business) in final year academic subjects Average of 70% (80% for Business) in final year academic subjects
Thailand	• Matayom (MOR) 6 with a minimum GPA of 3.0 or successful completion of at least one year of full-time study at a recognised post secondary institution.	
USA	• United States High School Graduation Diploma	Grade point average of 2.8 and SAT scores of 500 for verbal and mathematical components

* Point system for GCE: Advanced Level/principal results are converted to a points value where A=5; B=4; C=3; D=0; E=0 points. Normally at least 3 Ordinary Level (SPM in Malaysia) passes in separate relevant academic subjects from those counted at Advanced Level are also required.

Postgraduate courses

FACULTY OF ARTS AND SCIENCES

Master of Arts (Theology)

Graduate Diploma in Arts (Theology)

Graduate Certificate in Arts (Theology)

Campus

Brisbane

Strathfield, Sydney

Canberra

Ballarat

Melbourne

Duration

Master (inc. Graduate Diploma): 1 year.

Graduate Certificate: 1 semester

Commencement

February and July (1st and 2nd semester)

Master of Arts (Theology) incorporating Graduate Diploma in Arts (Theology) Course Aims

This program is well suited for members of a range of professions in education, ministry and pastoral areas, as well as for those with an interest in pursuing the study of Theology. It provides students with a well-developed understanding of Christian theology in a contemporary context. Completion of the Graduate Diploma may satisfy professional recognition requirements for employers, and teacher education graduates may be able to seek four-year trained teacher status with an employer.

Entry Requirements

Applicants should have a three-year degree from a recognised tertiary institution plus postgraduate theological studies equivalent to the Graduate Certificate in Arts (Theology).

Special Entry

Applicants without suitable studies in the field may be considered for entry to the course but must complete a preliminary course of additional units prior to commencing the degree.

Course Outline

Master: The course consists of a total of 80 credit points comprising 8 units (10cps each) at least 6 of which must be at an advanced level. At least one advanced unit must be chosen from Biblical Studies and one from Theological Studies.

Graduate Diploma: Students seeking to exit with the Graduate Diploma must complete the 4 units of the Graduate Certificate plus a further 4 units, 2 of which must be at the advanced level.

Graduate Certificate in Arts (Theology) Course Aims

This course provides a concentration of units in Theology for students wishing to pursue their personal and professional interest in the area. The course aims to introduce students to some of the principal subject areas of contemporary Catholic theology in the context of ecumenical and inter-faith dialogue.

Certain professional recognition requirements might be met by completing this course.

Entry Requirements

Applicants must have a 3-year bachelor's degree or diploma in any field.

Course Outline

The course consists of a total of 40 credit points comprising 2 core units and 2 elective units (10cps each).

Master of Psychology (Child and Family) OR (Clinical)

Campus

Melbourne

Duration

2 years

Commencement

February (1st semester)

Course Aims

The course is a fifth and sixth year program in psychology open to successful graduates of an accredited program in psychology. It provides psychology graduates with ethical values, advanced knowledge and professional skills in psychology, integrated by means of the scientist-practitioner model. Students will be prepared for responsible work as practitioner psychologists and will also be skilled as researchers.

The course is offered in two streams - child and family psychology, and in clinical psychology. Both streams have current accreditation with their relevant Australian Psychological Society Specialist College.

Entry Requirements

Entry will be based on academic performance, two referees' reports and assessment at an interview.

Applicants must have 4 years of undergraduate psychology studies attainable through one of the

following:

- 3 year bachelor's degree with honours in an accredited psychology course at minimum level second class division B;

- bachelor's degree with an accredited 4 year major study in psychology;

- bachelor's degree with an accredited 3 year major study in psychology plus satisfactory completion of another year of study of accredited psychology.

Special Entry may be granted if qualifications and experience are assessed as equivalent.

Course Outline

The course consists of a total of 160 credit points comprising:

- 5 core units dealing with professional psychological practice and research (10cps each) and

- 3 specialised coursework units dealing with advanced theory and interventions (10cps each) and

- practicum and casework (40cps) and

- a thesis (40cps)

Postgraduate Diploma in Psychology

Campus

Melbourne

Duration

1 year

Course Aims

This course provides students, who have previously completed an accredited three-year sequence in Psychology, with the opportunity for advanced level study in a selection of areas of specialisation in psychology. The course has been designed to provide graduates with an approved accredited fourth year of training in psychology.

Entry Requirements

Entry to the course is open to applicants who within the last 10 years have successfully completed a bachelor's degree, including an accredited three year sequence in psychology. A minimum entry standard will normally be at least a credit average in all second and third year units of the degree.

Professional Recognition

Accreditation with the Australian Psychological Society, as a fourth year of training in psychology, has been obtained for this program.

Master of Social Science (Human Services)

Campus

Melbourne

Duration

1 year

Commencement

February (1st semester)

Course Aims

This course aims to complement previous social science studies. It enables students to gain a sound knowledge of advanced theoretical and empirical research findings in areas relevant to human service practice, as well as providing them with advanced research and practice skills.

Graduates will be equipped to conduct research, contribute to the general body of knowledge associated with the human services and engage in high quality professional practice in the policy, management and advocacy fields.

They will develop and refine practice in the design, implementation and evaluation of professional interventions in the human services.

Entry Requirements

Applicants normally require 4 years of undergraduate studies attainable through one of the following:

- 3 year bachelor's degree with honours at a minimum level second class division B in the appropriate field of study in Social Sciences;

- 4 year bachelor's degree with significant studies in sociology, anthropology, social work, psychology or related disciplines;

- 3 year bachelor's degree plus a master's preliminary program in the appropriate field of study;

- 3 year bachelor's degree with significant studies in sociology, anthropology, social work. psychology or related discipline plus a graduate diploma that has a large component from one or more of the above stated disciplines.

Special Entry

Applicants who do not meet any of the above requirements but who have a sound and sufficient basis for application must demonstrate that their knowledge and skills are such that they are likely to succeed in the program.

Course Outline

The course consists of a total of 80 credit points comprising:

1 unit in Research Methods (10cps)

3 coursework units (10cps each)

Minor thesis (40cps) or

6 units (10cps each) and a professional project (20cps) - this option is available at the discretion of the Head of School and Course Coordinator.

Master of Social Work

Campus

Canberra

Duration

1 year

Course Aims

This course offers practitioners advanced theoretical knowledge, development of professional expertise and skills, and the ability to design and implement projects in the social work practice. The course allows students to specialise in particular areas of practice and undertake research in a specialisation. It is offered with 2 streams, one in the area of "Leadership, Change and Professionalism" and the other in "Advanced Practice".

Entry Requirements

Applicants must have a bachelor's degree in social work which provides eligibility for membership of the Australian Association of Social Workers (AASW) and a minimum of 2 years relevant professional experience.

Master of Social Science (Pastoral Counselling)

Campus

Brisbane

Melbourne

Duration

1 year

Commencement

February (1st semester)

Course Aims

This course is designed for those graduates in social science who are interested in working in the field of pastoral care and counselling. The course aims to prepare graduates with ethical values, advanced knowledge and professional skills, integrated by means of the therapist-practitioner model. Graduates will be prepared for work as professional counsellors.

Applicants must have one of the following:

- 3 year bachelor's degree with substantive studies in the appropriate field, plus three years relevant work experience;

- 3 year bachelor's degree plus a graduate diploma in the appropriate field of study;

- 4 year bachelor's degree with substantive studies in the appropriate field;

- 3 year bachelor's degree with honours with substantial studies in the appropriate field.

Special Entry may be permitted if an applicant has demonstrated a high level of achievement in the appropriate field and has relevant professional experience.

Course Outline

The course consists of a total of 80 credit points comprising 4 core units (10cps each) and 4 elective units (10cps each).

Professional Recognition

Depending on professional and academic background, graduates of this course may be eligible for membership of the Australian Association of Pastoral Counselling.

The Australian Board of Certified Counsellors and the Queensland Counsellors' Association have accredited the course. Brisbane Catholic Education Office recognises this course as an appropriate qualification for Secondary School Counsellors.

SUB-FACULTY OF BUSINESS AND INFORMATICS

Master of Business Administration (Advanced)

Master of Business Administration

Master of Business Administration (Accounting)

Graduate Diploma in Business Administration

Graduate Certificate in Business Administration

Campus

Brisbane
  - MBA & MBA Advanced only

North Sydney
  - MBA Accounting only

Duration

Graduate Certificate: 1 semester

Graduate Diploma: 1 year

MBA: 1.5 years

MBA (Acct): 2 years

MBA (Advanced): 2 years

Commencement

February and July (1st and 2nd semester)

Course Aims

The Master of Business Administration suite of courses aims to build upon students' undergraduate study through examination of the key dimensions of business operational tasks and processes in an environment of rapid change. This is intended to enable students to:

• understand management processes in organisations in the private and public sectors,

• acquire a deeper knowledge of theoretical, conceptual and ethical issues applying to the business processes,

• analyse, evaluate, and justify business processes in an changing environment,

• develop business management skills for use in an employer organisation,

• acquire research skills for use in employer organisations,

• enhance effective people skills,

• build and improve their leadership skills,

• acquire strategic skills,

• develop an international orientation,

• develop more effective ethical understanding of problems in organisations.

The MBA (Advanced) seeks to give students the opportunity to develop these attributes to a greater depth and breadth. The extended course structure allows students to choose to study over a broad range of business administration disciplines in addition to a major specialisation, or it allows them to pursue a second specialisation.

The MBA (Accounting) structure provides the opportunity for more in-depth study in the Accounting specialisation and to this end is specifically aimed at meeting professional accreditation requirements for its graduates.

Entry Requirements

Applicants must have one of the following:

• Bachelor degree in any discipline

or

• Professional experience in management/leadership positions to be eligible for a member grade status of a relevant professional organisation

Special Entry

Applicants not meeting the above requirements may apply to the Head of School for special admission. Applicants must demonstrate that their knowledge and skills are such that they are equivalent to the above or demonstrate the likelihood of their success in the program. At the Head of School's discretion, entry to a higher level award (e.g. GDBA, MBA) may be made conditional upon successful completion of a lower level award (e.g. GCBA).

Alternatively, at the Head of School's discretion, or according to specific Sub-Faculty articulation agreements, entry into any one of the GCBA, GDBA, MBA, MBA (Advanced) or MBA (Acct) may be made conditional upon an applicants successful completion of a specified four-unit preliminary program normally comprising relevant advanced undergraduate units. Such units will not subsequently be credited towards a graduate award.

Course Outline

This is an articulated suite of courses with students having flexibility to select their entry and exit points.

GCBA*: Forty credit points (40 cp) comprising any 4 coursework units.

GDBA*: Eighty credit points (80 cp) comprising 8 coursework units including at least 4 core units.

MBA*: One hundred and twenty credit points (120 cp) comprising 8 core units and any 4 specialisation units.

MBA (Acct)*: One hundred and sixty credit points (160 cp) comprising 8 core units and 8 accounting specialisation units.

MBA (Advanced)*: One hundred and sixty credit points (160 cp) comprising 8 core units and 8 specialisation units 4 of which must come from one specialist area;

or

comprising 8 core units, 4 specialisation units from one specialist area plus Research Methods (10 cp) and Research Project (30 cp).

*Students with qualifications in excess of that defined above in Admission Requirements may be granted credit up to the maximum allowable by ACU academic regulations but only for successful completion of equivalent postgraduate level units at Australian universities or NOOSR recognised equivalent institutions, or for those cases covered by a formal articulation/credit agreement between an external institution and the Sub-Faculty of Business and Informatics.

Units undertaken during a student's enrolment in the GCBA or the GDBA will be credited towards her/his subsequent enrolment in the MBA, MBA (Advanced) or MBA (Accounting) but will not be included in the calculation of maximum credit limits as described in the preceding paragraph.

No unspecified credit will be granted towards any of the awards above.

Units Offered (each unit is 10 credit points unless otherwise stated)

Unit Outlines

Core Units

Managerial Economics

This course is concerned with the nature and significance of economic reasoning. The student will be taught to employ this reasoning to attain a greater understanding of a number of topical social and business questions. These questions include the extent to which markets allocate resources efficiently; the degree to which market restrictions are efficient; the effectiveness of different tax regimes; the relative efficiency of different market structures; the best means by which to control environmental damage; the practicality of the government provision of public goods, and the degree to which the macro-economy is subject to coordination failure. The student will also be made aware of the numerous shortcomings and limitations of economic reasoning.

Accounting for Decision-Making

All of you will be members of organisations - businesses, government departments, universities, charities, religious organisations, sporting clubs, social clubs - which share a common problem: limited resources are available for pursuing organisational goals. As a consequence, managers are regularly confronted by the need to make important economic decisions. Accounting information is usually a vital input to those decisions. Hence, you, as a manager who will be involved in the decision-making process, need to know how to use accounting information in making economic decisions. To make many decisions in an effective way, you need to become "accounting literate".

Organisational Dynamics and Change Management

This unit provides an overview of organisational dynamics and change management. Its purpose is to offer a theoretical and strategically focused understanding of organisational dynamics incorporating dynamic processes such as decision making, power and politics, organisational communication and conflict management and the implications these have for change management. These concepts are examined incorporating organisational theory and behaviour. Participants are encouraged to take a strategic approach to the management of organisational change using contemporary organisational change theories and practices and determine the links between organisational dynamics and change management.

Marketing Management

This course is designed to provide you with sufficient knowledge of marketing principles that will enable you to understand the basic role and operation of a marketing manager. You will also develop skills necessary to analyse marketing problems leading to the development of strategic and tactical plans consistent with your analysis.

Ethical Leadership

Ethical leadership is very important for the health and well-being of not only those involved in an organisation, but also for the organisation itself. This unit reflects on the nature of ethical leadership and what this means for the management processes and work practices of institutions. Consideration will be given to the qualities, moral character and personal values which an ethical leader should have and how these foster cooperation, trust and loyalty within an organisation. The role of leadership and its responsibilities in the creation of an ethical corporate culture will be explored. Different ethical perspectives guiding ethical decision-making in the face of the ethical dilemmas and conflicts facing leaders will also be examined.

Corporate Finance

Corporate Finance is grounded in the theories and practice of financial management to enable the student to make knowledgeable financial management decisions. These financial management decisions deal with financing (raising funds) investing (allocating funds to particular uses) and managing assets (evaluating operating practices) using a wealth maximising framework.

Strategic Management and Decision-Making

This unit provides the conceptual frameworks and skills required by management for effective strategic planning and decision-making. Emphasis is placed on the importance of strategic planning in successfully determining the direction of an organisation's future in a continuously changing environment. Strategic management includes the formulation and implementation of, as well as the process of control and review of, strategic direction. The unit takes the perspective of the corporations (business, public, not-for-profit, & voluntary organisations) as well as from the perspective of the business unit. The unit provides a strong managerial application and use approach throughout, focussing content toward a distinctly real-world, global orientation.

Corporate Governance and Social Responsibility

Issues of governance and ethical dealings by organisational management are seen by those who interact with them as being of critical importance to their ongoing relationship with an organisation. This unit provides an introduction to the theoretical, conceptual and ethical issues which impinge on the way in which corporate directors and managers work, solve problems and interact with their employees, shareholders, clients, government and statutory agencies, and the community at large. The nature of

governance will be examined against a background of ethical theory and how ethical perspectives influence decision-making will be discussed. The point of profit and the relationship of corporations to the wider community, particularly in the global context, will be critically examined, as well as the question of the responsibilities corporations and their executives have to their stakeholders. Consideration will be given to the way in which corporate governance can foster the growth of ethical organisations.

or

Ethics and Organisational Governance

Issues of governance and ethical dealings by organisational management are seen by those who interact with them as being of critical importance to their ongoing relationship with an organisation. This unit provides a foundation for subsequent further studies in management, as the ethical stance taken and the governance system adopted have significant impact on organisational relationships and all decisions taken. This unit is designed to help you to develop the skills and attitudes to enable you understand the importance of responsible organisational management. It combines knowledge and approaches from business, philosophy and theology in a form that can be used by managers in any organisational setting.

Specialisations

International Business

International Finance
Comparative Business Cultures
Comparative Regulatory Frameworks
International Human Resource Management
Entrepreneurship
International Political Economy
International Business (Special Studies)

Marketing

Marketing Research
International Consumer Behaviour
Marketing Communication
Strategic Marketing
International Marketing
Marketing Communication
Internet Marketing
Services Marketing

People Management

Workplace Relations
Strategic Human Resource Management
International Human Resource Management
Managing Diversity

E-commerce

Applied Data Communications
Electronic Commerce
Web Technologies
Database Systems
Network Programming

Information Systems

Current Issues in Information Systems
Information Management
Distributed Systems
Information Systems and the Law
Information Systems Security
Management of Organisational Change
Software Design
Systems Development Methodologies
Human Factors in Information Systems

Accounting
(in MBA Accounting only)

Accounting and Accountability
Accounting for Corporate Structures
Commercial and Corporations Law
Financial Analysis and Business Valuation
Taxation Law
Strategic Managerial Accounting
Strategic Resource Management
Australian Auditing & Assurance Services

MBA (Advanced)
Research Methods
Research Project (30 credit points)

Master of Information Systems (Advanced)

Master of Information Systems

Postgraduate Diploma in Information Systems

Postgraduate Certificate in Information Systems

Graduate Diploma in Information Systems

Campus

Brisbane
(Postgraduate Certificate and Graduate Diploma in Information Systems offered only)

North Sydney
(all offerings)

Melbourne
(Graduate Diploma in Information Systems offered only)

Duration

Masters (Advanced): 2 years

Masters: 1.5 years

Postgraduate Diploma: 1 year

Postgraduate Certificate: 6 months

Graduate Diploma: 1 year

Commencement

February and July (1st and 2nd semester)

Course Aims

The Master of Information Systems suite of courses is intended to provide the opportunity for qualified professionals to increase their breadth and depth of knowledge and qualifications in information systems processes and management. Within this framework, graduates will be better prepared to contribute to the growth of the information systems discipline and industry while also enhancing their individual advancement opportunities.

To this end, course content is to combine standard core units of advanced study in the field as well as a number of specialist units which can be clustered to exploit clear niche market opportunities.

The Master of Information Systems (Advanced) is intended to enable students to study a wider range of units in addition to the core units or to follow a cluster of related units or to carry out a substantial piece of research that may be directly applied and industry-relevant or to follow a research topic that may be a pathway into a PhD.

The Graduate Diploma in Information Systems has been specifically designed for those with a non-IT/IS background seeking a career change into information systems. It also offers a pathway into the Master of Information Systems program for non-IT/IS discipline graduates. The specified units cover the core body of knowledge required by the Australian Computer Society (ACS) for course accreditation.

Entry Requirements

For direct entry into the Master of Information Systems program, applicants must have one of the following:

- a Bachelor's degree with a major in a computing discipline; OR

- a Bachelor's degree in any discipline plus a NOOSR-recognised university-awarded Postgraduate or Graduate Diploma in a computing discipline; OR

- a Bachelor's degree in any discipline plus current CMACS accreditation (Certified Member of the Australian Computer Society).

For applicants with the following qualifications, enrolment into the Master of Information Systems program may be made conditional upon successful completion of the Postgraduate Certificate:

- a Bachelor's degree in any discipline plus at least 3 years full-time (or equivalent) relevant professional computing experience; OR

- professional computing experience equivalent to the above as determined by eligibility for professional member grade status of the Australian Computer Society; OR

- a Bachelor's degree in any discipline plus significant other relevant certification as determined by the Head of School or delegate.

Units undertaken during a student's enrolment in the PGCIS or the PGDIS will be credited towards her/his subsequent enrolment in the MIS and MIS(Advanced).

For entry into the Graduate Diploma in Information Systems, applicants must have:

- a Bachelor's degree in any discipline

For non-IT/IS graduates who do not meet the entry requirements for the Master of Information Systems, successful completion of the *Graduate Diploma in Information Systems* may be used as an entry qualification into the Masters program.

Course Outline

This is an articulated suite of courses with students having flexibility to select their entry and exit points.

Master of Information Systems (Advanced):

160 credit points comprising 6 core units and 12 coursework units.

Master of Information Systems:

120 credit points comprising 6 core units and 8 coursework units.

Postgraduate Diploma in Information Systems:

80 credit points comprising 6 core units and 2 coursework units.

Postgraduate Certificate in Information Systems:

40 credit points comprising 4 core units.

Graduate Diploma in Information Systems:

80 credit points comprising 8 specified units.

Units Outline

Each unit is worth 10 credit points unless otherwise stated. Elective unit choice may vary from semester to semester.

Master of Information Systems (Advanced)

Master of Information Systems

Postgraduate Diploma in Information Systems

Postgraduate Certificate in Information Systems

Core Units

Applied Data Communications

Software Design

Database Systems

Information Management

Plus ADDITIONAL CORE UNITS for Postgraduate Diploma, MIS and MIS (Advanced)

Personal and Professional Accountability in IS or

Ethics for IS Professionals

Systems Development Methodologies

Elective Units

Research Methods for Information Systems

Current Issues in Information Systems

Distributed Systems

Electronic Commerce

Information Systems Security

Object-Oriented Information Systems

Information Systems Project (20 cp)

Information Systems Thesis

Human Factors in Information Systems

Web Technologies

Network Programming

Management of Change

Contemporary Management Issues

Project Management

Knowledge Management

Business Intelligence

Enterprise Information Systems

Graduate Diploma in Information Systems

8 SPECIFIED UNITS

Systems Analysis and Design

Database Design 1

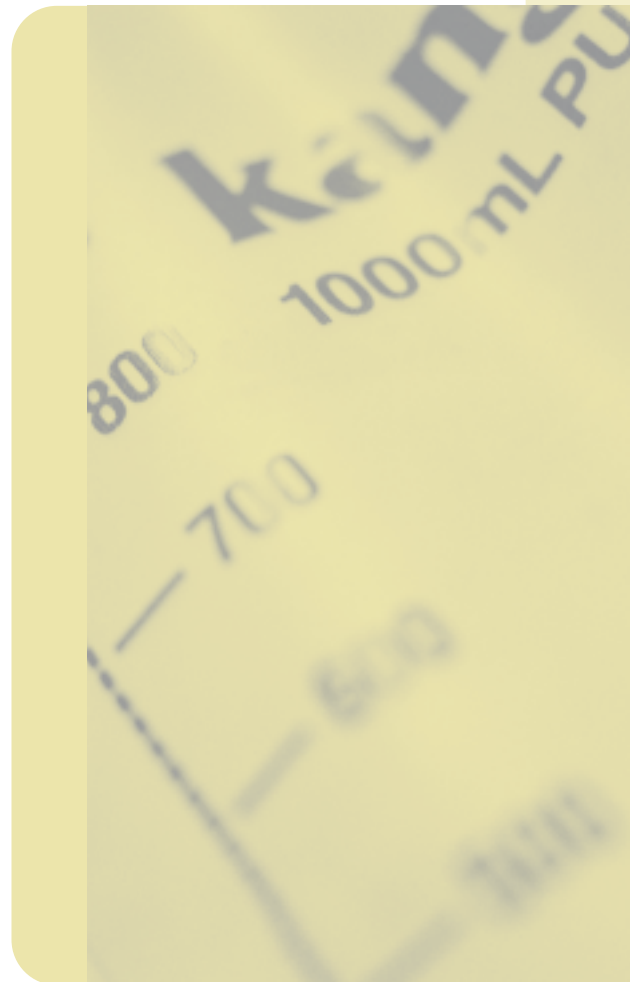Programming Techniques 1

Programming Techniques 2

Hardware and Operating Systems

Project Management

Reasoning & Critical Thinking

Ethics and Informatics

Master of Management

Graduate Diploma in Management

Graduate Certificate in Management

Campus

North Sydney

Melbourne

Duration

Graduate Certificate: 1 semester

Graduate Diploma: 1 year

Masters:: 1.5 years

Commencement

February & July (1st & 2nd semester)

Course Aims

The Master of Management suite of courses aims to build upon students' undergraduate study and relevant work experience through examination of the key dimensions of management tasks in an environment of rapid change, with the aim of enabling students to:

- understand management processes in organisations in the private and public sectors

- acquire a deeper knowledge of theoretical, conceptual and ethical issues applying to the processes of management

- develop more effective ethical understanding of problems in organisations

- analyse, evaluate, and justify management processes in an changing environment

- develop management skills for use in an employer organisation

- develop research skills for use in employer organisations

- develop useful people skills

- improve their leadership skills

- acquire strategic skills

- develop an international orientation

The course seeks to develop in students a critical evaluation of organisational behaviour, including the ability to understand how the most valuable resources - people, finance and information - can be effectively and ethically managed, as well as developing the capacity to manage change.

Entry Requirements

Students must possess the following:

- a bachelor's degree in any discipline

and

- at least 1 year full-time (or equivalent) professional experience

Special Entry

Applicants not meeting the above requirements may apply to the Head of School for special admission. Applicants must demonstrate that their knowledge and skills are such that they are equivalent to the above or demonstrate the likelihood of their success in the program. At the Head of School's discretion, entry to a higher level award (eg GDMgmt, MMgmt) may be made conditional upon successful completion of a lower level award (eg GCMgmt).

Alternatively, at the Head of School's discretion, or according to specific Sub-Faculty articulation agreements, entry into any one of the GCMgmt, GDMgmt or MMgmt may be made conditional upon an applicants successful completion of a specified four-unit preliminary program normally comprising relevant advanced undergraduate units. Such units will not subsequently be credited towards a graduate award.

Course Outline

This is an articulated suite of courses with students having flexibility to select their entry and exit points.

Graduate Certificate in Management*: Forty credit points (40 cp) comprising the foundation unit plus any 3 other coursework units.

Graduate Diploma in Management*: Eighty credit points (80 cp) comprising the foundation unit and 2 other core units, plus any 5 other coursework units.

Master of Management*: 120 credit points comprising 4 core units (including the foundation unit) and 8 elective units, ie 12 coursework units.

or

120 credit points comprising 4 core units (including the foundation unit) and 6 elective units (including Research Methods), ie 10 coursework units and a 20 credit point research project;

or

120 credit points comprising 4 core units (including the foundation unit) and 4 elective units (including Research Methods), ie 8 coursework units and a 40 credit point thesis.

* Students with qualifications in excess of that defined above in Admission Requirements may be granted credit up to the maximum allowable by ACU academic regulations but only for successful completion of equivalent postgraduate level units at Australian universities or NOOSR recognised equivalent institutions, or for those cases covered by a formal articulation/credit agreement between an external institution and the Sub-Faculty of Business & Informatics.

Units undertaken during a student's enrolment in the GCMgmt or the GDMgmt will be credited towards her/his subsequent enrolment in the MMgmt but will not be included in the calculation of maximum credit limits as described in the preceding paragraph.

No unspecified credit will be granted towards any of the awards covered in this document.

Units Offered (each unit is worth 10 credit points unless otherwise stated)

Unit Outline

Core Units

Ethics and Organisational Governance (Foundation Unit)

Issues of governance and ethical dealings by organisational management are seen by those who interact with them as being of critical importance to their ongoing relationship with an organisation. This unit provides a foundation for subsequent further studies in management, as the ethical stance taken and the governance system adopted have significant impact on organisational relationships and all decisions taken. This unit is designed to help you to develop the skills and attitudes to enable you to understand the importance of responsible organisational management. It combines knowledge and approaches from business, philosophy and theology in a form that can be used by managers in any organisational setting.

(In addition to the above, a choice of any 2 of the following 5 core units for those undertaking a GDMgmt)

Organisational Behaviour

This unit examines the ways in which an understanding of organisational behaviour is necessary to, and facilitates, the management of people at work. Organisations are examined as dynamic systems. There are three levels of analysis: the individual, the group, and the organisation as an entity. The focus is on the internal dynamics of organisations or a "micro level" perspective, although some attention is also given to a "macro" perspective on the role of organisations in the broader social, political and economic environment.

The intellectual underpinnings of this unit are based on findings from the behavioural sciences, in particular psychology, sociology, anthropology and political science. The study, however, is from a management perspective and consideration is given throughout to issues of efficiency and effectiveness in organisations in both the private and public sectors. Ethical issues that arise in managing organisations will also be considered.

Management of Change

In contemporary organisations, the phenomenon of change is a reality that faces managers at all levels. Change refers to any alteration of the status quo and involves some modification of the elements of an organisation. Understanding the complexities of the process and nature of such change requires careful and rigorous analysis. For this reason there is general recognition in the public, private and not-for-profit sectors that successful organisational change requires co-ordinated managerial planning, leadership and skill. In the face of this challenge, a new focus for leaders and managers has been emerging. This unit, then, provides leaders and managers with the opportunity to integrate theory and practice with respect to change in the light of contemporary research and reflection upon their own experience.

(In addition to the above, a choice of any 1 of the following 3 core units for those undertaking a MMgmt)

Management of Resources: People

The focus of this unit is on the management of people in work organisations within the context of the employer-employee relationship. The utilisation of people in achieving the strategic objectives of an organisation is fundamental to the success of the enterprise. The content covers critical models and functions in selected areas of human resource management including strategic HR planning, recruitment and selection of employees, training and development, performance management, remuneration and benefits, employment relations, and assessing the effectiveness of HRM. Various legislative requirements will be integrated into each topic area. The major functions and purposes of the HR function are examined against the historical development of HR in Australia and international trends.

Management of Resources: Information

This unit is an introduction to managing information as a resource for an organisation. It will provide an overview of information systems in organisations, managing information, the role of managers in the organisation in relation to information management and establishing organisational information requirements.

Management of Resources: Finance

The pervasive nature of financial information and its use in decision-making, make it imperative that all managers who work, or will work in organisations with limited financial resources acquire a degree of financial literacy. This unit is concerned with fulfiling those managerial tasks directed to the financing, investing and operating activities of an enterprise in ways consistent with the objective of the

enterprise. The course deals with these tasks in the context of the corporate environment, although much of the content is applicable to the not-for-profit sector also. Managers, at various times, have the tasks of obtaining finance for the enterprise by raising new equity capital, retaining profits within the entity, or borrowing on long term markets; using finance raised for investment in working capital assets, evaluating the returns from long-term assets, and evaluating performance of the resources once allocated; planning and controlling the flows of funds and of cash within the organisation; and analysing the financial statements prepared on management's behalf for taking decisions to correct past errors or chart future directions.

Electives

There are no majors as such but students may choose to take a number of related units as electives. Electives may include any of the core units not already taken as core units. Electives may vary between campuses and from year to year.

Strategic Human Resource Management

Strategic Management

Research Methods

Research Project (20 cp)

Management Information Systems

Quality Management

Law for Managers

Contemporary Management Issues

Project Management

Public Sector Management

Small Business Management

International Political Economy

Employment Relations

Spirituality in the Workplace

Problem-solving for Managers

Knowledge Management

Research Thesis (40 cp)

Leadership in Organisations

Managerial Economics

Current Issues in Information Systems

Information Management

Human Factors in Information Systems

Marketing Management

Corporate Marketing

Graduate Certificate in Electronic Commerce

Campus

Brisbane

North Sydney

Duration

1 semester

Commencement

February & July (1st & 2nd semester)

Course Aims

Electronic Commerce is undoubtedly the most rapidly growing and evolving application of information technology in contemporary economies. During last few years, the Internet and the World Wide Web have become major focal points in exchanging information and conducting businesses. These new technologies have enabled business professionals to perform their jobs better, faster, and more cheaply and efficiently. As the web has rapidly evolved and become popular, an associated set of web technologies has started to evolve as well. The

Graduate Certificate in Electronic Commerce therefore seeks to provide a relevant, innovative program to address the need for recent graduates and business professionals to meet the demands of these changing business practices.

Course Outline

The course comprises three compulsory core units plus one elective unit to be selected from a choice of three, as listed below:

Core Units

Applied Data Communications

Electronic Commerce

Web Technologies

Elective Units (one to be completed):

Database Systems

Information Systems Security

Network Programming

Variations in the course may occur as a result of the review of the Master of Information Systems for implementation in 2004.

Entry Requirements

To be eligible for admission, students must meet the University's English language requirements and be selected in competition with other eligible applicants. They must also meet one of the following criteria:

- a Bachelor's degree with a major in a computing discipline;

  or

- a Bachelor's degree in any discipline plus a postgraduate certificate in a computing discipline (or equivalent);

  or

- a Bachelor's degree in any discipline plus at least 3 years full-time (or equivalent) professional computing experience;

  or

- professional computing experience equivalent to the above as determined by eligibility for professional member grade status of the Australian Computer Society;

    or

- special admission such that an applicant is able to demonstrate to the Head of School her/his ability to successfully undertake the course.

Unit Outline

Applied Data Communications

This unit covers communications analysis and design from a business-orientated perspective by equipping students first with the analytical models with which to organise data communications and networking requirements as well as the functionality of currently available technology to meet those requirements. It will introduce students to key thinking models and familiarise them with the forces at work shaping the data communications industry. A real-world, practical approach to the industry is supported by the inclusion of business cases. Aspects of the following topics will be considered: local networking, internet-working, emerging wide area networking services and technology, enterprise networking, voice/data integration, and networking aspects of videoconferencing, imaging and multimedia.

Database Systems

This unit explores the purpose of a Database Management System (DBMS), the different architectures currently employed and their various theoretical foundations. Topics include the study of logical and physical models, transaction analysis, access paths, database navigation, logical access maps, database access diagrams, database design and

processing, DBMS physical structures, database optimising methods, relational data structure, Structured Query Language (SQL) and data dictionaries. Students will design databases and manipulate them using a DBMS, critically compare different DBMSs for their suitability for implementing different applications and study the concepts of a Data Dictionary System.

Electronic Commerce

This unit aims to provide an understanding of the issues involved in electronic commerce from technical aspects such as internet security and electronic cash to the legal framework being forged to facilitate the exchange of resources in international markets. Review of case studies will facilitate understanding of the issues; projects focusing on practical applications of electronic commerce will inculcate appreciation of its potential. Aspects of the following topics will be considered: the internet and world wide web, firewalls and transactions security, electronic payment systems and certification authorities, electronic data interchange, the economics of electronic commerce, business and industry applications of electronic commerce.

Information Systems Security

This unit aims to review concepts, theory, methodologies and techniques discussed in IS security literature and practice. Topics include information systems security management, risk analysis and management, physical and logical security, database and telecommunications security, continuity planning, computer abuse, internet and electronic commerce, and legal and social issues. Case studies will provide students with an understanding of computerised security techniques in practice.

Web Technologies

This unit introduces students to various technologies that are required to develop web-based applications. These include web page design, authoring tools, HTML, server side and browser side scripting, and database connectivity. In order to learn different web technologies, students will implement and maintain their own web sites. This unit will provide an in-depth, hands-on experience on web design and web technologies.

Network Programming

This unit provides an introduction to a programming language – in the first instance Java – for developing Internet and Intranet applications. The language features, its programming environments, and development processes will be examined. Hands-on laboratory work in the subject will permit students to study basic classes, GUI development, and exception handling to build stand-alone applications and applets.

FACULTY OF EDUCATION

Master of Education

Campus

Brisbane

Strathfield, Sydney

Canberra

Melbourne

Ballarat

Duration

1 year

Commencement

February

This course is designed for education professionals to extend their scholarship and develop their expertise is the general field of education or in an area of specialisation. The course comprises one compulsory unit *Reading and Interpreting Research in Education* and up to seven additional electives, some of which are available online. The specialisations which are listed below may not be available at all campuses at all times.

Alternatively, applicants may wish to enrol or exit with a postgraduate certificate in one of the following areas of specialisation:

• Career education

• Early numeracy

• Evaluation

• Inclusive education

• Information and communication technology (available through ACUWeb)

• Learning and teaching

• Mathematics education

• School counselling and guidance

• Teaching English to speakers of other languages

• Vocational education and learning

The Postgraduate Certificate in Educational Studies offers students the flexibility of selecting subjects across the range of available specialist areas.

All postgraduate certificates are of 6 months duration.

Master of Educational Leadership

Campus

Brisbane

Strathfield, Sydney

Canberra

Melbourne

Ballarat

Duration

1 year

Commencement

February

This course has been designed to include a variety of perspectives, theories and concepts of leadership in general and Catholic leadership in particular. The course challenges students to analyse and use theories and concepts of leadership, Catholic education and schooling and the philosophy, spirituality and ethics of Christian living. Emphasis will be on the practice of educational leadership and management within a Christian, ethical and morally sensitive framework.

Students undertake a program of core and elective studies. Alternatively they may undertake a program focussed on a particular research topic in the area of educational leadership.

Students may choose to enrol in the shorter Postgraduate Certificate in Educational Leadership which is of 6 months duration.

Master of Education (Human Relations and Community Education)

Campus

Strathfield, Sydney

Duration

1 year

Commencement

February

This course is designed for students who are interested in exploring and extending their personal and professional understanding of pastoral guidance, community education, Indigenous and cross-cultural studies, child protection, mediation and advocacy or human rights, social justice and education. The course consists of 8 units comprising four core and four elective units.

Master of Religious Education

Campus

Brisbane

Strathfield, Sydney

Canberra

Melbourne

Ballarat

Duration

1 year

Commencement

February

Graduate Diploma in Religious Education

Campus

Brisbane

Strathfield, Sydney

Canberra

Melbourne

Ballarat

Duration

1 year

Commencement

February

Graduate Certificate in Religious Education

Campus

Brisbane

Strathfield, Sydney

Canberra

Melbourne

Ballarat

Duration

6 months

Commencement

February

The **graduate certificate** provides, at basic certification level, preparation and updating for teachers and others who are working or intend to work in the field of religious education and provides the necessary background in religious education to enter the graduate diploma or master of religious education.

The **graduate diploma** aims to introduce students to current scholarship in the fields of theology, scripture and religious education. Graduates will be able to plan, implement and evaluate religious education programs designed for school or community settings. They will also apply principles of religious education to specific areas such as prayer, liturgy, personal development, values and morals, education and social justice.

The **master's program** offers relevant, flexible and challenging postgraduate studies, directed to the needs of students who will assume positions of responsibility in the increasingly diverse field of religious education. There is also provision within this course to undertake an extensive research project in the area of religious education.

Graduate Diploma in Education (Secondary)

Campus

Strathfield, Sydney

Melbourne

Ballarat

Duration

1 year

Commencement

February

This course provides the professional and academic preparation for applicants with a Bachelor's Degree (for example Bachelor of Arts, Bachelor of Science, Bachelor of Music, Bachelor of Information Technology) who wish to take up a career as a teacher in a secondary school. Applicants will need to have the necessary academic background to enable them to teach at least one curriculum area to the Year 12 level. Graduates will be eligible for employment in both government and non-government schools and, upon completion of the prescribed subjects, be eligible to teach Religious Education in Catholic schools.

Students also complete a prescribed number of days of community and school-based field experience including community engagement, service learning activities and supervised teaching and observation in the classroom.

Professional Recognition

Graduates are eligible for teacher registration and accreditation to teach in Catholic, state and independent schools.

Career Opportunities

Graduates are employed in Catholic, independent or state schools, in government departments and in education agencies and offices.

Teaching Methods

Applicants must be able to identify 2 method studies. Methods available vary on each campus.

Strathfield, Sydney

Economics/Commerce

English

Geography

History

Mathematics

PD, Health and Physical Education*

Religious Education*

Science*

Technological and Applied Studies

Visual Arts

*equivalent to 2 method studies

Ballarat

English

Mathematics

Physical Education

Religious Education

Science

Studies of Society and Environment (SOSE)

Melbourne

Commerce and Business Studies

English

English as a Second Language (ESL)

Information Technology

Languages Other Than English (LOTE)*

Mathematics

Music A

Music B

Physical Education

Religious Education

Science

Studies of Society and Environment (SOSE)

Technology

Visual Arts

Graduate Certificate in Orff Music Education

Campus

Melbourne

Duration

6 months

Commencement

February

Graduate Diploma in Education (Orff Music Education)

Campus

Melbourne

Duration

1 year

Commencement

February

The graduate certificate provides professional development in music education for professionals in all fields of education. Participants will be able to upgrade their skills and knowledge in Orff music and movement education. The course also aims to enable students to continue building their own creative abilities as well as their musicianship and movement skills. An important outcome of the course will be a high level of confidence as participants embark upon the delivery of quality music teaching.

The graduate diploma explores the Orff approach to music education in greater depth and aims to facilitate the development of leadership skills in music and movement education for professionals in all fields. Problem solving in the field of aesthetic learning, including music and dance and ongoing research in the Orff approach are also components of the graduate diploma.

Master of Clinical Nursing

Graduate Diploma in Clinical Nursing

Graduate Certificate in Clinical Nursing

Campus

North Sydney

Duration

Graduate Certificate: 1 semester

Graduate Diploma: 1 year

Master: 1.5 years

Commencement

February & July (1st & 2nd semester)

Course Aims

The graduate certificate is designed primarily for registered nurses to analyse and refine a theory base. It will enable them to practice at beginning level in their selected nursing specialty, to utilise major principles underpinning their nursing specialty, and to plan, implement and evaluate nursing practice with an enhanced awareness of societal, professional, legal and ethical frameworks.

The graduate diploma aims to extend knowledge and clinical decision-making skills within nursing specialty areas. It enables graduates to critically evaluate nursing practice and research, and critically appraise philosophical, professional, theoretical, legal and ethical frameworks for specialty practice.

FACULTY OF HEALTH SCIENCES

The master's program provides opportunities for students to gain a deeper understanding of issues that impact on their selected nursing specialty. The course enables graduates to develop skills to structure practice environments that facilitate quality, innovation and leadership in advanced nursing specialty practice.

The course has multiple entry and exit points at graduate certificate, graduate diploma and master's levels. The courses have been arranged so that they articulate with each other to provide maximum flexibility for students.

Students may choose to specialise in:

• Aged Care

• Cardiothoracic

• Child and Adolescent Health

• Critical Care

• Emergency

• Medical - Surgical

• Palliative Care

• Perioperative

• Plastics/Reconstruction (Victoria only)

Entry Requirements

Applicants must have a Bachelor of Nursing or equivalent and be eligible for registration in the country of initial qualification.

Special Entry

Applicants who do not meet the entry requirements may seek approval for entry to the course through the Faculty Board.

Course Outline

Graduate Certificate:

40 credit points comprising core unit (10cps) and 3 specified study units (10cps each) related to a major practice area.

Graduate Diploma:

80 credit points comprising:

The 4 relevant specialist units from the Graduate Certificate (40cps) and

2 core units (20cps) and

1 specified unit (10cps) and 1 elective unit (10cps)

Master:

120 credit points comprising:

The 4 relevant specialty units from the Graduate Certificate in Clinical Nursing course (40cps) and the 4 units from the Graduate Diploma in Clinical Nursing (40cps) and

Plus 4 units of electives or one elective and up to 30 credit points of independent study (40cps).

Master of Nursing Leadership

Campus

Brisbane

North Sydney

Ballarat

Melbourne

Duration

1 year

Commencement

February & July (1st & 2nd semester)

Course Aims

The Master of Nursing Leadership course will provide a focus on leadership development as well as offering students the opportunity to study theory and research, issues, challenges and strategies relevant to contemporary nursing and nursing leadership in multiple contexts.

The aims of the course are to prepare graduates who will:

• develop insights and skills that cultivate personal authenticity and professional credibility in and through nursing leadership in their chosen practice environments;

• examine issues and challenges that confront contemporary health care and nursing professionals, and the consumers of their services;

• conceptualise new and creative approaches through leadership in nursing and health care services in order to improve or enhance the provision of these services in various practice areas and in culturally diverse health care contexts;

• critically evaluate the impact of changes in quality health care service delivery, and planning and policy development, in varied service contexts;

• evaluate the significance of various factors that may impact on health care and nursing services, and the implications for professional accountability in regard to the dignity and sacredness of human life and the quality of living;

• determine personal and professional approaches to leadership that demonstrate commitment to ethical and moral values, social justice and professional standards in nursing and health care service provision.

Entry Requirements

For admission into the program the applicant is required to:

• have a Bachelor of Nursing degree or equivalent qualification

• be eligible for registration in the country of initial qualification

Special Entry

Applicants who do not meet the entry requirements may seek approval for entry to the course through the Faculty Board.

Course Outline

The Master of Nursing Leadership course comprises a total of eighty (80) credit points: ie four (4) core units of study (40 credit points),

three (3) cognate units (30 credit points) and one (1) elective unit (10 credit points).

All students will study the core units. These units are designed to provide theoretical and practical foundations relevant to leadership theory and practice in the discipline of nursing, including quality management and policy and planning in nursing.

The cognate units address some of the most pressing issues in contemporary nursing and health care and will develop students' knowledge bases in relevant topics to support their studies in nursing leadership. The content of the units will have global, national, and regional relevance to providing nursing leadership in varied nursing and health care contexts.

The elective unit will normally be selected from the cognate units on offer per semester for the course, or may be

- Independent Study 1, a unit by learning contract (10 credit points); or
- A Master's level unit from within the Faculty to the value of 10 credit points, or outside of the Faculty with the approval of the Course Coordinator.

Master of Nursing (Management/ Practice)

Campus

Brisbane

North Sydney

Ballarat

Melbourne

Duration

1 year

Commencement

February & July (1st & 2nd semester)

Course Aims

The Master of Nursing course will provide a focus on professional development as well as offering students the opportunity to major in their area of interest, specifically Nursing Management or Nursing Practice.

The aims of the course are to prepare graduates who are educationally prepared for management or advanced clinical practice in nursing and health care. The course will provide opportunities to:

- develop insights and skills that cultivate personal authenticity and professional credibility in nursing management/practice in their chosen professional environments;
- examine issues and challenges that confront contemporary health care and nursing professionals, and the consumers of their services;
- conceptualise new and creative approaches to management or practice to support nursing and health care service delivery in culturally diverse health care contexts;
- critically evaluate the impact of changes in quality health care service delivery, and the implications for nursing management/practice in varied service contexts;
- evaluate the significance of various factors that may impact on health care and nursing services, and the implications for professional accountability in regard to the dignity and sacredness of human life and the quality of living;
- determine personal and professional approaches to nursing and health care management/ practice that demonstrate commitment to ethical and moral values, social justice and professional standards in nursing and health care services.

Entry Requirements

Applicants must have a Bachelor of Nursing degree or equivalent and be eligible for registration in the country of initial qualification.

Special Entry

Applicants who do not meet the entry requirements may seek approval for entry to the course through the Faculty Board.

Course Outline

The structure of the Master of Nursing course comprises a total of 80 credit points: four (4) core units of study (40 credit points), two (2) units in major strands (20 credit points), and two (2) elective units (20 credit points).

All students will study the core units. These units are designed to provide theoretical and practical foundations relevant to advanced theory and practice in the discipline of nursing and, in particular, contemporary nursing issues and challenges. These units will enable students to explore, critically examine, and reflect on the importance of leadership in health care, quality in health care and the significance and impact of technology and cultural diversity their practice and management

environments.

The major strand units which will be selected by students comprise course content that is highly relevant to the areas of nursing management and nursing practice. In the nursing management strand the focus will be on policy and planning and also on resource management in nursing. In the nursing practice the units address clinical decision-making and profiles in nursing practice.

The Faculty will offer elective units subject to student demand and unit viability as well as availability of staff expertise.

Master of Midwifery

Graduate Diploma in Midwifery

Campus

Brisbane

Ballarat

Melbourne

Duration

Master: 1.5 years

Graduate Diploma: 1 year

Commencement

February (1st semester)

Course Aims

This course aims to prepare registered nurses for endorsement as midwives by the relevant regulatory authorities in Australia. Furthermore, opportunity is provided for midwives holding a midwifery certificate to develop and enhance their midwifery knowledge and skills. This course provides the opportunity to conceptualise new and creative approaches to midwifery care, congruent with societal and professional trends.

Course Outline

Graduate Diploma of Midwifery or Master of Midwifery

Entry Point 1

Students, who commence the course at Entry Point 1, will be required to complete 80 credit points to receive the award of Graduate Diploma in Midwifery. Following completion of 80 credit points, students will be eligible to apply for endorsement as a midwife with the relevant registering authority. Those students wishing to receive the award Master of Midwifery will be required to undertake a further 40 credit points, totalling 120 credit points.

Normal Entry

Applicants will be registered nurses with a degree in nursing or equivalent, and licensed to practice within the state where the course is undertaken.

Special Entry

Applicants will be registered nurses with a diploma or certificate in nursing and who are able to demonstrate the capacity for studies at postgraduate level.

Entry Point 2

Students, who commence at Entry Point 2, will be required to complete 40 credit points of study to receive the award of Graduate Diploma in Midwifery and a further 40 credit points to qualify for the award of Master of Midwifery.

Normal Entry

Applicants will be midwives with a degree or equivalent, and endorsed to practice midwifery by the State registering authority where the course is undertaken.

Special Entry

Applicants will be midwives with a diploma, graduate certificate or certificate, and endorsed to practice midwifery by the State registering authority where the course is undertaken.

Entry Point 3

Students who have completed a Graduate Diploma in Midwifery will enter at Entry Point 3 and undertake further study of 40 Credit Points to receive the award of Master of Midwifery.

Normal Entry

Applicants will be midwives with a Graduate Diploma in Midwifery or equivalent, who are endorsed to practice midwifery.

Special Entry

Not applicable.

Professional Recognition

Graduates who are not already Certified Midwives will be eligible to seek registration/endorsement as midwives from the State nurse registration authority.

POSTGRADUATE ENGLISH LANGUAGE REQUIREMENTS

Australian Catholic University requires that all students have a good command of written and spoken English. Applicants whose secondary and/or tertiary education was undertaken in a language other than English will need to meet the following IELTS or TOEFL proficiency level in English, or the equivalent.

Minimum English language proficiency requirements for entry to postgraduate courses in the Faculty of Arts and Sciences and the Faculty of Education are:

• IELTS (International English Language Testing System) with an overall score of 6.5, including an individual score of 6.0 for writing and speaking tests and 5.5 for listening and reading tests or

• TOEFL (Test of English as a Foreign Language) score of 575 and TWE 5.0; or a computer-based score of 230 with an essay rating of 5.0

Minimum English language proficiency requirements for entry to postgraduate courses in the Faculty of Health Sciences are:

• IELTS (International English Language Testing System) with an overall score of 6.5, including an individual score of 6.0 for all tests or

• TOEFL (Test of English as a Foreign Language) score of 575 and TWE 5.0; or a computer-based score of 230 with an essay rating of 5.0

HIGHER DEGREES BY RESEARCH

ACU National offers the following Higher Degrees by Research:

Doctor of Education (EdD)

Doctor of Philosophy (PhD)

Master of Education (MEd)

Master of Exercise Science (MExSc)

Master of Music (MMus)

Master of Nursing (MN)

Master of Philosophy (MPhil)

Master of Social Science (MSocSc)

Enrolment in the PhD, MExSc and MPhil programmes is by major thesis only.

For the other Master's and Doctoral programmes, a small number of taught units may be required in addition to a major thesis, which represents at least 66.67% or more of the degree requirements. Applicants should check the ACU Faculty Web Sites for more specific information on individual degree requirements.

Application forms are available on the ACU Research Services Web Site: http://www.acu.edu.au/research and may be downloaded to your PC or MAC computer.

Forms are also available upon request by post or via email to res.cand@acu.edu.au

Information on an International Postgraduate Research Award (IPRA), which will cover the full tuition fee for two years at Master's level or for three years at Doctorate level, is also available on the Research Services Web Site.

- Applicants wising to apply for an IPRA should indicate this in the relevant section of the application form.

- Applications for research degrees only may be received at any time of the year, but applications for both an IPRA and higher degree by research candidature must be received by Research Services no later than 30 October.

Completed application forms and all supporting documentation should be sent to:
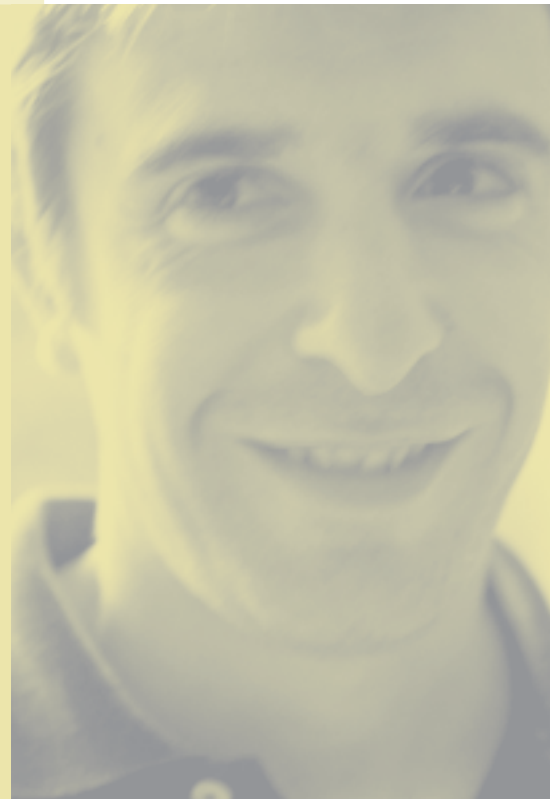
The Manager, Research Services
Australian Catholic University
Locked Bag 4115
Fitzroy VIC 3065
AUSTRALIA

Phone: (61 3) 9953 3154
Fax: (61 3) 9953 3315
Email: res.cand@acu.edu.au

- The signed original of faxed or electronic applications and supporting documentation must be received before an offer of admission can be made.

- Applicants will be advised of the outcome of their application following its consideration by the relevant Faculty and the University Research and Research Training Management Committee.

Our Students

Matt Cavallaro

Melbourne, Graduated 1999
Bachelor of Business, Major in Human Resources,
Minor in International Business
Human Resources Manager, Wyatt Gallagher Bassett Workers
Compensation Victoria

"The work experience component of the course as part of the assessment criteria is essential to give students the exposure to real life experience and a head start in the business world."

Gerard Elias

Canberra, Graduated 2003
Bachelor of Education (Primary) Primary School Teacher
at Holy Spirit Primary School Nicholls, ACT

"One of the great things about studying at a small campus like Canberra was the personal nature of the University. Everyone, both staff and students, is so approachable and welcoming."

Bernadette Beyer

Melbourne, Graduated 1999
Bachelor of Nursing
Nurse, Royal Children's Hospital, Melbourne

"I thoroughly enjoyed studying Nursing at ACU. The lecturers were very approachable, the course was appropriate and relevant and I felt supported as a mature age student. I made great friends of all ages and found my network of friends very supportive when studying and undertaking clinical experience."

Carlos Cienfuegos

Bachelor Information Systems - Honours Graduated 2000
Technical Project Officer - CITEC

"The knowledge acquired at ACU has proven to be relevant and up-to-date in my career and helped with the transition from student to full-time employee."

Igor Hodoba

Sydney, Graduated 2002
Master of Information Systems
National Software Specialist, Fuji Xerox Australia

"ACU National has excellent equipment, small class numbers and lecturer availability. All of this fosters a close relationship between teacher and student."

Application Procedures

1. Submission of Application

Applicants must complete every section of the relevant application form.

Applicants must include original or certified true copies of all relevant documents including academic transcripts and English Language proficiency results. Any documents not in English must also have certified translations. Staff at IDP Education Australia, or any Australian diplomatic mission, can certify copies. The University is unable to return documents sent by students.

Applicants may apply to the University at any time, however closing dates for applications are as follows:

for February (1st semester) – 30 November

for July (2nd semester) – 31 May

Applications will be accepted after these dates if vacancies exist.

ELICOS applications can be accepted at any time subject to intake vacancies.

NOTE:
Applicants sitting for the Australian Year 12 Certificate in the year of application must apply for degree courses through the relevant state tertiary admissions centre: that is, UAC for NSW and ACT, QTAC for Queensland, and VTAC for Victoria.

Applicants currently residing in Australia, but not sitting for the Australian Year 12 Certificate in the year of application, may apply directly to the International Education Office.

2. Offer of Place

If applicants are successful, the University will send an "Offer of Place" letter, which will outline the following:

• the course the applicant has been accepted into

• the starting date of the course

• the fees payable

• the conditions of offer, if any, eg. IELTS requirement

Unsuccessful applicants will be advised by letter.

3. Acceptance of Offer

Applicants wishing to accept an Offer of Place should sign and return the "Offer Acceptance Advice" letter together with payment of fees as indicated.

ELICOS students need only to make payment as indicated as there is no "Offer Acceptance Advice" letter.

4. Obtaining a Student Visa

Upon receipt of payment, the University will issue an electronic "Confirmation of Enrolment" (eCOE). Applicants should take this document to the nearest Australian Visa Office in order to apply for a visa.

NOTE:
Applicants from Assessment Level 3 & 4 countries should not pay fees until advised by their Australian Visa Office of Pre Visa Approval (PVA). The PVA notice should be submitted along with the payment of fees.

5. Applications for Research degrees

If applying for enrolment into a higher degree by Research, applicants should refer to page 64.

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Fees and Living Costs

Fees

Australian Catholic University tuition fees are comparable with those of other Australian universities. Please refer to the "Schedule of Tuition Fees".

University policy allows for yearly increases of fees but tuition fees are fixed for the length of the course at the rate paid upon commencement by an individual student, provided that the course is completed in minimum time. In addition to tuition cost the tuition fees cover:

- reception at the airport nearest to the campus (for degree courses only)

- assistance with finding accommodation (for degree courses only)

- orientation program

- access to all student services and facilities that are available to local students

- study skills assistance

- membership of student representative council/student union.

Students should also check the individual course descriptions relevant to their area of study for any additional items that may need to be purchased. These will usually only apply to small items such as special uniforms required for nursing courses. For further information regarding fees and additional course expenses students should contact the International Education Office or the appropriate course authority in the University.

Refund Policy

The University has adopted the Australian Vice-Chancellors' Committee (AV-CC) guidelines for fees refunds to commencing international students. In degree courses these are summarised as follows:

Total refunds
If an offer of a place is withdrawn by the University all tuition fees are fully refundable. If the offer was made on the basis of incorrect or incomplete information being supplied by the applicant/student the University reserves the right to retain 10% of the semester fee.

OR

A student who fails to meet award progression rules and is therefore not permitted to re-enrol will be eligible for a refund of those fees paid in advance of the notification of exclusion.

Partial refunds
If a student, after accepting an offer of a place, informs the University of an intention to withdraw, the University will provide a refund but will retain a percentage of the semester fee to cover administrative costs. This fee is determined by the amount of notice given, as follows:

- four weeks or more notice before the commencement of the course could invoke an administrative fee of 10%

- less than four weeks notice before course commencement could invoke an administrative fee of 25%

- notice within the first four weeks of commencement of the course could invoke an administrative fee of 50%.

NOTE: Total or partial refunds may also be given in exceptional circumstances, which prevent a student taking a place after accepting an offer, as follows:

- inability to obtain a student visa

- illness or disability

- death of the student or a close family member

- political, civil and natural events, which prevent full payment of fees.

Documentary evidence must be provided.

Information on refund policies for other courses are listed on the relevant application form.

No refunds

A student who withdraws from a course, for whatever reason, after the fourth teaching week of the course will not be eligible for a refund. Students who are granted permanent resident status during the course are required to pay the fees for the remainder of the semester in which they are currently enrolled.

Refund process

Any student who wishes to obtain refunds on the above or any other grounds should make application in writing to the International Student Officer for a decision by the Director of International Education. If the student is not satisfied with a decision of the Director, appeals should be made in writing to the Director, University Services.

Refunds will be made in Australian dollars and the University reserves the right to make refunds payable in the country of origin. Agency fees, if applicable, will not be refunded. In the case of an approved transfer to another educational institution any balance of fees will be sent to that institution upon request.

Living Costs

The cost of living varies from city to city. Students require a minimum of approximately $A12,000 per year for living expenses. This covers accommodation, food and transport, but does not allow for luxuries.

Clothing

This can be costly in Australia, except for occasional bargains. If coming from a warm climate to a cooler climate (such as to Canberra, Ballarat or Melbourne) students should either bring warm clothes or budget additional funds to purchase them after arrival in Australia.

Entertainment

Most students tend to organise entertainment among themselves, or take part in on-campus activities. Other entertainment activities can be costly.

Other

Students should note that legal, medical and dental services in Australia are quite expensive. Overnight stays in hospital in Australia can cost in the vicinity of $A200 a night.

Overseas Students Health Cover (OSHC)

The Australian government requires all international students and their dependants to obtain health insurance for the duration of their visas. One year's cover must be paid with the first semester's tuition fee. This covers 85% of the government-scheduled fees for private doctors, pathology and

x-rays. Students must make up the shortfall. Please note: OSHC will not cover any pre-existing conditions (ie those which existed within the 18 months before the student began study) or pregnancy.

Employment

International students who wish to seek employment in Australia must first apply for a work visa. Applications for work visas cannot be submitted until after students have arrived in Australia and commenced their classes.

Although many international and local students are successful in obtaining casual and part-time employment to help subsidise their living costs while studying, students should not rely on obtaining such work when calculating a budget.

Support staff at each campus can provide information on how to seek casual employment in Australia, but it cannot be guaranteed.

In Australia, international students who do succeed in obtaining employment may work for up to 20 hours per week during semester time and full-time during vacations (for example over the three month break of December to February).

Important Information

Students who obtain Permanent Resident Visa Status
If a student, after commencing a semester as an international student, is granted permanent resident status (and so becomes a local student) during that semester, that semester of study may be completed but it will be necessary to reapply for the course as a local student for subsequent semesters. Although every consideration will be given there is no guarantee that such a student will be accepted back into the course, as the quotas for international students and local students are separate.

In regard to payment of fees, a student who becomes a permanent resident during a semester will be liable to pay the SCL/local tuition fees from the date of permanent residence unless it is after the HECS census date for that semester. In this case the student will be liable for SCL/local tuition fees from the subsequent semester onwards. (SCL refers to Student Contribution Level, the fees levied for tertiary education on local students.)

Professional recognition
Students should check with the professional bodies in their own country in regard to the recognition of courses, which they undertake outside their country, to ensure that they meet local professional standards and guidelines.

Family (dependants)
International students who intend bringing family members with them to Australia should first check with the nearest Australian diplomatic mission whether their visa allows for this. Students should be aware that while they are in Australian they will be responsible for supporting dependants (ie, family members).

Education tuition fees must be paid for school age dependants who study in Australia.

Travel concessions
State government travel concessions are unavailable to international students.

Student visas
Visas generally last for the period of the course, and are granted on the condition that students must leave Australia soon after completion of their studies. The University is obliged to report any student who does not attend classes or who is not making satisfactory progress. International students are not permitted to study part-time. Any student who wishes to stay in Australia for the graduation ceremony (which takes place early in the year after completion of a course) may apply in Australia for a visitor class visa.

Credit transfer

Although limited credit or advanced standing may be granted for tertiary level study, which has already been completed, credit will normally be assessed at the time of enrolment, not at the time of application. Credit will not normally be given for more than half of the course (postgraduate), two thirds of the course (undergraduate) towards which the credit is being sought, nor will it be granted for any academic study completed more than seven years before admission to candidature.

In order to determine eligibility for credit, international students should bring with them as much information as possible about the courses already studied, including certified academic transcripts in English with full subject descriptions.

Assessment methods

Assessments may include use of a range of methods such as formal end of semester examinations, continuous assessment through the semester, written assignments/essays, field projects etc. Students will be advised of the particular method(s) at commencement of the course.

Semester timetable

Semester one
Commences 1st week in February
Finishes 3rd week in June

Semester two
Commences 2nd week in July
Finishes 2nd week in November

Why choose ACU National?

Make a difference
ACU National will give you the education you need to make a difference to the world we live in.

A national leader
ACU National is one of the leading universities in Australia in the fields of education and health sciences (nursing and exercise science).

A specialist university
ACU National also has first-class programs in the social and environmental sciences, business and information technology, philosophy, theology and the liberal arts.

Ethical
ACU National's core concern is with ethics in all fields of study. We seek to empower students and staff with a strong sense of social responsibility.
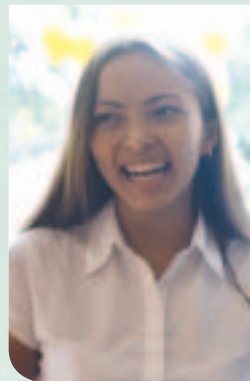
Think for yourself
ACU National creates environments and experiences that help students to critique issues and construct knowledge for themselves.

Be an individual
ACU National students enjoy our small, friendly campuses, small class sizes, easy access to lecturers and outstanding student support services. Our students consistently give us a five-star rating in terms of their educational experience.

• **safe environment**   • **quality education**   • **advanced technology**

Expertise and resources
ACU National students have access to expertise and resources on six campuses located in three states and the ACT via video conferencing, electronic collection and a library of more than 460,000 items.

Academic excellence
ACU National has leading academics and strong research capabilities.

Open to all
ACU National is a public university funded by the Australian government and open to students and staff regardless of their beliefs and background.

National
ACU National has six campuses around Australia.

International
ACU National has close connections with universities throughout the world and offer courses in many offshore locations. International students at the University come from some 35 countries.

Employment
ACU National graduates are high achievers and enjoy one of the best rates of employment in Australia.

Practical Experience
All Undergraduate courses include a period of practical experience ranging from professional practicum to volunteer experience.

• **open to all**   • **friendly staff and students**   • **small campuses**

Further Information

If you require further information on ACU National please contact:

SYDNEY
International Admissions
Office

ACU National
40 Edward Street
North Sydney NSW 2059
AUSTRALIA
Phone: (61 2) 9739 2072
Facsimile: (61 2) 9739 2001

SYDNEY
International Student
Services

Level 6 23 Berry Street
North Sydney NSW 2060
AUSTRALIA
Phone: (61 2) 9955 7122
Facsimile: (61 2) 9955 7153
Email: admissions@acuiss.com
Website: www.acuiss.com

MELBOURNE
International
Development Office

ACU National
115 Victoria Parade
Fitzroy VIC 3065
AUSTRALIA
Phone: (61 3) 9953 3302
Facsimile: (61 3) 9953 3145

BRISBANE
International
Development Office

ACU National
1100 Nudgee Road
Banyo QLD 4014
AUSTRALIA
Phone: (61 7) 3623 7340
Facsimile: (61 7) 9623 7161

Web: www.acu.edu.au/international
Email: international@acu.edu.au