Faculty of Architecture

Volume 3 1993
The University of Newcastle

Faculty of Architecture
Handbook
**THE UNIVERSITY OF NEWCASTLE** New South Wales

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This Volume is intended as a reference handbook for students enrolling in courses conducted by the Faculty of Architecture.

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THE DEAN'S FOREWORD

The professions responsible for the construction of the built environment are among the most important in both economic and social terms to the well-being of society. They also offer some of the most wide-ranging and rewarding careers available to university graduates, with opportunities to pursue a great variety of activities, from the design of buildings and the technical resolution of their components, to the management of the processes and people involved in their construction. The architecture and building degree courses offered at Newcastle reflect the richness of these career opportunities by providing an educational environment in which the student can develop those areas of skill, knowledge and understanding required of the aspiring professional.

For the student of architecture, these areas include graphic skills as well as scientific knowledge, the study of history as well as of the latest developments in computer aided design, as part of a unique range of practical and intellectual activities at the heart of which lies that creative generation of built form in response to human need which constitutes architectural design. Although there will be many forms of practice open to a student at the completion of the university course, it is this capacity for conceiving imaginative design solutions to real problems which underlies the most effective contributions which an architect can make.

Similarly, the skills and techniques related to the management of the construction process form the core of the range of disciplines which the student of building is concerned with, and which provide the basis of professional competence and leadership in an increasingly complex industry.

We believe that the best way in which the Faculty can help students to develop these capacities is by dealing with relevant problems in a way which integrates the various areas of skill and knowledge required. It is this integrated problem-based approach which gives the Newcastle Faculty of Architecture its distinctive character, and which is guiding the development of its courses. We believe it encourages an exciting educational context in which students can achieve the highest levels of preparedness for their future professional careers.

Barry S. Maitland
Dean
SECTION ONE

PRINCIPAL OFFICERS

Vice-Chancellor and Principal Professor K.J. Morgan, BSc, MA, DPhil(Oxf)
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Deputy Vice-Chancellor (Administration) L.F. Hennessen, BA(Syd)
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Dean for Research Professor R.J. MacDonald, BSc, PhD(NSW), FAIP

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Sub-Dean A.J. Kingsland, BArch(Melb), DipCompSc
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Laboratory Craftsman D.L. Anderson
Computer Programmer T. Gimbert, BSc(CompSc)(WCU Philadelphia)

Departmental Office Staff
P. Clark
J. Williams
functions both social and educational at specially reduced rates for students, all of which should be of interest and value to students in the Faculty.

Prerequisites for Entry to the Bachelor of Science (Architecture) Degree

There are no mandatory prerequisite HSC subjects required of students entering the course. Students are advised however that the study of architecture will call upon skills of literacy, numeracy and design. The HSC subjects English, Mathematics, Physics, Art and Industrial Arts would provide a basis for the development of these skills.

Prerequisites for Entry to the Bachelor of Building Degree

There are no mandatory prerequisite HSC subjects which prospective students must complete before entry into the Bachelor of Building course. Passes in 2 unit Mathematics and 2 unit Physics are recommended and an adequate pass in English is considered desirable.

Practical Experience Requirements for Bachelor of Building Degree

As the Bachelor of Building degree is highly vocationally oriented, experience in the industry during the course is of great value. Accordingly, it is a requirement that a minimum of sixteen weeks of approved practical experience be completed before a student undertakes the final year of the course.

The sixteen weeks can be accumulated at any time prior to the final year of the course. A suitable range of experience must be gained in the industry to enable students to fully appreciate the practical implications of much of the theoretical aspects of the program.

Where possible, this experience should cover on-site and office tasks until some competence is gained.

Building

The course is expected to fulfill the requirements for admission to membership of the Australian Institute of Building (AIB) and the academic component required by the Australian Institute of Quantity Surveyors (AIQS). Additionally, graduates seeking accreditation with the AIQS will be required to complete a minimum period of practical experience as determined by the AIQS.

Professional Association

Students enrolled in the Faculty of Architecture are advised to apply for student membership of the appropriate professional body (Royal Australian Institute of Architects; Australian Institute of Building; Australian Institute of Quantity Surveyors). These institutes issue a wide range of publications and hold numerous formal events of interest to students.

Awards and Prizes

Board of Architects of New South Wales Prize

The Board of Architects of NSW Prize is awarded for the best academic performance in the Bachelor of Architecture degree course, if of sufficient merit. Value $350.

RAIA Annual NSW Chapter Prize

The New South Wales Chapter of the Royal Australian Institute of Architects offers a prize each year to the student whose performance in the Bachelor of Architecture degree course has been outstanding. Value $250.

Suters Architects Snell Design Prize

This prize is awarded annually to the most outstanding creative student in the field of architectural design completing the Bachelor of Science (Architecture) degree, if of sufficient merit. Value $2,500.

Sydney C Morton Prize

This prize is awarded annually to the graduating student who achieves the highest aggregate of marks in the technology studies areas of the Bachelor of Science (Architecture) and Bachelor of Architecture degree courses, provided the work is of sufficient merit. Value $500.

Neville Clouten Architectural Synthesis Prize

This prize is awarded annually to the student, being enrolled in one of the design study areas of the Bachelor of Science (Architecture) or Bachelor of Architecture degree courses, who best demonstrates the design process by a project completed during the year. The prize shall be awarded on the recommendation of the Head of the Department of Architecture. Value $80.

NB Pitt - RAIA Newcastle Division Prize

A book prize awarded annually by the Newcastle Division of the Royal Australian Institute of Architects to a student at any stage in the course Bachelor of Science (Architecture) or Bachelor of Architecture for excellence in the field of architectural communication. Value $200.

The Newcastle Master Builders' Association Prize

In 1993 this prize will be awarded to the student who achieves the best annual performance in Year 3 of the Bachelor of Building (Internal). Value $500.

Further information on prizes and awards may be obtained from University Administration.

Equipment

At the commencement of the course recommendations for draughting equipment will be given. All students are required to obtain safety helmets and protective footwear to enable them to participate in site visits.

Academic Dress

The academic dress worn by graduates of the Faculty of Architecture of the University of Newcastle is as follows:
Gowns
(a) Degree of Bachelor
A gown of black cloth as worn by Bachelors of Arts of the University of Cambridge.
(b) Degree of Master
A gown of black cloth as worn by Masters of Arts of the University of Cambridge.
(c) Degree of Doctor of Philosophy
A gown of black cloth faced with silver grey to a width of 10 cms.
Caps and Bonnets
(a) Degree of Bachelor and Master
Either a black cloth trencher cap or a black Canterbury cap.
(b) Degree of Doctor of Philosophy
A black velvet bonnet with a silver cord.
Hoods
(a) Degree of Bachelor of Science (Architecture)
A full hood of black silk lined to a depth of 15 cms with garnet and a 4 cm edging of silver grey.
(b) Degree of Bachelor of Architecture
A full hood of black silk lined with garnet.
(c) Degree of Master of Architecture
A full hood of black silk lined with garnet.
(d) Degree of Doctor of Philosophy
A hood of garnet lined with silver grey.
The academic dress worn by graduates of the Bachelor of Building and Master of Building has yet to be determined by the University Council.

SECTION THREE

RULES GOVERNING BACHELOR DEGREES OFFERED IN THE FACULTY OF ARCHITECTURE

Application of Rules
1. These Rules shall apply to all the academic awards of the University other than the degrees of Doctor and Master.

Interpretation
2. (1) In these Rules, unless the context or subject matter otherwise indicates or requires:
   "award" means the degree, diploma (including graduate diploma and associate diploma) or graduate certificate for which a candidate is enrolled;
   "course" means the total requirements of the program of study approved by the Academic Senate to qualify a candidate for the award as set out in the schedule;
   "Dean" means the Dean of a Faculty;
   "department" means the department offering a particular subject and includes any other body so doing;
   "Faculty" means the Faculty responsible for the course;
   "Faculty Board" means the Faculty Board of the Faculty;
   "schedule" means the schedule to these Rules relevant to the award listed under the name of the Faculty;
   "subject" means any part of a course for which a result may be recorded.
(2) A reference in these Rules to a Head of Department shall be read not only as a reference to the person appointed to that office but also, where a subject is not offered by a department as such, to the person approved by the Academic Senate to undertake the responsibilities of a Head of Department for the purpose of these Rules.

Admission
3. An applicant for admission to candidacy for an award shall satisfy the requirements of the University governing admission to and enrolment in a course and any other additional requirements as may be prescribed in the schedule for that award.

Subject
4. (1) For the purposes of a course, a subject may be classified at a level determined by the Faculty Board.
(2) Each subject shall be allotted a credit point value by the Academic Senate after considering the advice of the Faculty Board of the Faculty in which the department is located.
(3) The Academic Senate, after considering a request from a Faculty Board, may determine that a subject be not offered during a particular academic year.
(4) The Faculty Board shall approve the subjects for the award. Any change in the list of approved subjects which will have effect in the following year shall be approved by a date determined by the Academic Senate.
(5) Where there is any change in the list of approved subjects, the Faculty Board shall make all reasonable provision to permit students already enrolled in the course to progress normally.

Enrolment
5. (1) A candidate may not enrol in any year in a combination of subjects which is incompatible with the requirements of the timetable for that year.
(2) Except with the permission of the Dean and subject to any contrary provision in the schedule:
SECTION THREE  

BACHELOR DEGREE RULES

(a) a candidate may not enrol in subjects totalling more than the equivalent of 40 credit points in any semester;
(b) a candidate shall not enrol in a subject which does not count towards the award; and
(c) a candidate shall not be permitted to enrol in any subject which is substantially equivalent to one which the candidate has previously counted towards a degree or diploma.

(3) A candidate for an award shall not enrol in a course or part of a course for another award in this University unless consent has first been obtained from the Dean and, if another Faculty is responsible for the course leading to that other award, the Dean of that Faculty, provided that a student may enrol in a combined course approved by the Academic Senate leading to two awards.

Pre-requisites and Co-requisites

6. (1) The Faculty Board on the recommendation of the Head of the Department may prescribe pre-requisites and/or co-requisites for any subject offered by that Department.
(2) Except with the permission of the Dean granted after considering any recommendation made by the Head of the Department, no candidate may enrol in a subject unless that candidate has passed any subjects prescribed as its pre-requisites at any grade which may be specified and has already passed or concurrently enrolls in or is already enrolled in any subjects prescribed as its co-requisites.

(3) Except with the permission of the Dean, a candidate will not have satisfied a pre-requisite if the pre-requisite subject has not been completed in the preceding eight calendar years.

(4) A candidate attaining a Terminating Pass in a subject shall be deemed not to have passed that subject for pre-requisite purposes.

Credit

7. (1) A Faculty Board may grant credit to a candidate in specified and unspecified subjects, on such conditions as it may determine, in recognition of work completed in the University or another institution approved by the Faculty Board for this purpose or additionally as may be provided in the schedule.

(2) Except as may be otherwise provided in the schedule, a candidate shall not be given credit for more than sixty-five percent of the total number of credit points required to complete the course.

Subject Requirements

8. (1) The subjects which may be completed in the course for the Award shall be those approved by the Faculty Board and published annually as the Approved Subjects section of the schedule.

(2) A candidate enrolled in a subject shall comply with such academic and practical requirements and submit such written or other work as the Department shall specify.

(3) Except as otherwise permitted by the Head of Department, any material presented by a candidate for assessment must be the work of the candidate and not have been previously submitted for assessment.

(4) To complete a subject a candidate shall satisfy published departmental requirements and gain a satisfactory result in such assessments and examinations as the Faculty Board shall require.

Withdrawal

9. (1) A candidate may withdraw from a subject or the course solely by informing the Academic Registrar in writing and the withdrawal shall take effect from the date of receipt of such notification.

(2) A student shall be deemed not to have enrolled in a subject if that student withdraws from the subject:
(a) in the case of a semester length subject, before the Higher Education Contribution Scheme census date for that semester; or
(b) in the case of a full year subject, before the first Higher Education Contribution Scheme census date for that academic year.

(3) Except with the permission of the Dean:
(a) a candidate shall not be permitted to withdraw from a subject after the relevant date which shall be:
  (i) in the case of a semester length subject, the last day of that semester; or
  (ii) in the case of a full year subject, the last day of second semester; and
(b) a candidate shall not be permitted to withdraw from a subject on more than two occasions.

Leave of Absence

10. (1) Subject to any provision in the schedule, a candidate in good academic standing in the course:
(a) may take leave of absence of one year from the course; or
(b) with the permission of the Dean, may take leave of absence of two consecutive years from the course without prejudice to any right of the candidate to re-enrol in the course following such absence and with full credit in all subjects successfully completed prior to the period of leave.

(2) For the purposes of sub-rule (1), unless otherwise specified in the schedule, a candidate eligible to re-enrol shall be deemed to be in good academic standing.

Qualification for the Award

11. (1) To qualify for the award a candidate shall satisfactorily complete the requirements governing the course prescribed in the schedule.

(2) A subject which has been counted towards a completed award may not be counted towards another award, except to such extent as the Faculty Board may approve.

Combined Degree Programs

12. (1) Where so prescribed for a particular course, a candidate may complete the requirements for one Bachelor degree in conjunction with another Bachelor degree by completing a combined degree program approved by the Academic Senate on the advice of the Faculty Board and, where the other Bachelor degree is offered in another Faculty, the Faculty Board of that Faculty.

(2) Admission to a combined degree program shall be restricted to candidates who have achieved a standard of performance deemed satisfactory for the purposes of admission to the specific combined degree course by the Faculty Board(s).

(3) The work undertaken by a candidate in a combined degree program shall be no less in quantity and quality than if the two courses were taken separately.

(4) To qualify for admission to the two degrees a candidate shall satisfy the requirements for both degrees, except as may be otherwise provided.

Relaxing Provision

13. In order to provide for exceptional circumstances arising in a particular case, the Academic Senate on the recommendation of the Faculty Board may relax any provision of these Rules.

SCHEDULE — BACHELOR OF SCIENCE (ARCHITECTURE)

Enrolment

1. Except with the approval of the Faculty Board granted only in exceptional circumstances, a candidate may not enrol in subjects totalling less than 80 credit points.

Qualification for the Degree

2. To qualify for admission to the degree a candidate shall pass the program of study approved by the Faculty Board totalling 240 credit points.

Grading

3. The degree shall be conferred as an ordinary degree except that, where the performance of a candidate has reached a standard determined by the Faculty Board to be sufficient, the degree may be conferred with merit.

Credit

4. The credit granted to candidates shall not exceed 160 credit points.

Leave of Absence

5. For the purposes of Rule 10 of the Rules Governing Academic awards, a candidate shall be deemed to be in good standing if at the conclusion of the year of last enrolment in the course, that candidate was eligible to re-enrolled.
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SCHEDULE — BACHELOR OF ARCHITECTURE

Admission to Candidature

1. An applicant for admission to candidature shall:
   (a) have completed the requirements for admission to the degree of Bachelor of Science (Architecture) in the University of Newcastle; or
   (b) have completed the requirements for admission to a degree at any other institution recognised by the Faculty Board as equivalent to the degree of Bachelor of Science (Architecture) in the University of Newcastle; or
   (c) hold such other qualifications approved by the Faculty Board for the purpose of admission to candidature.

Enrolment

2. In any year a candidate will enrol in 80 credit points unless granted the permission of the Faculty Board to enrol in fewer.

Qualification for the Degree

3. To qualify for admission to the degree, a candidate shall pass the program of study approved by the Faculty Board totalling 160 credit points except that in the case of a candidate who has been admitted to candidature under Section 1(c), the Faculty Board may require a candidate to pass a program of study approved by it up to 240 credit points.

Grading of the Degree

4. (1) The degree shall be conferred as an ordinary degree except that, where the performance of a candidate has reached a standard determined by the Faculty Board to be of sufficient merit, the degree may be conferred with honours.
   (2) There shall be two classes of Honours, namely Class I and Class II.

Credit

5. The credit granted to candidates shall not exceed 80 credit points.

Leave of Absence

6. Leave of absence will not be granted to candidates for the award.
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BACHELOR DEGREE RULES

COURSE STRUCTURE — BACHELOR OF ARCHITECTURE

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<td>ARCH510</td>
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<td>ARCH511</td>
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<tr>
<td>ARCH512</td>
<td>Architecture V (Part 2)</td>
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Faculty Board may require a candidate to pass a program of study including an additional 80 credit points of study or a Preliminary Year, if previous tertiary studies are deemed insufficient.

Preliminary Year

<table>
<thead>
<tr>
<th>Subject No.</th>
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<td>ARCH611</td>
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SECTION THREE  
BACHELOR DEGREE RULES

SCHEDULE — BACHELOR OF BUILDING

Course Programs
1. The course shall be pursued either as:
   (a) an Internal course program; or
   (b) an External course program.

Qualification for the Degree
2. To qualify for admission to the degree a candidate shall pass the program of study approved by the Faculty Board totalling 320 credit points.

Grading of the Degree
3. (1) The degree shall be conferred as an ordinary degree except that, where the performance of a candidate has reached a standard determined by the Faculty Board to be of sufficient merit, the degree may be conferred with honours.
   (2) There shall be two classes of Honours, namely Class I and Class II. Class II shall have two divisions, namely Division 1 and Division 2.

Credit
4. (1) Credit granted for work completed which qualified the candidate for an award in this University or for work completed at another institution whether the candidate qualified for an award or not, shall not exceed 160 credit points.
   (2) Where a candidate transfers between the course programs approved for the award, the Faculty Board may grant credit to a candidate under Rule 7(1) of the Rules Governing Academic Awards up to but not exceeding 240 credit points.

Transfer Between Course Programs
5. A candidate may transfer between the Internal and External course programs subject to such conditions determined by the Faculty Board.

Leave of Absence
6. For the purposes of Rule 10 of the Rules Governing Academic awards, a candidate shall be deemed to be in good standing if, at the conclusion of the year of last enrolment in the course that candidate was eligible to re-enrol.
### COURSE STRUCTURE — BACHELOR OF BUILDING (Internal Course)

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### FACULTY POLICIES

Faculty Board policies of relevance to students are as follows:

**Criteria for the Award of the Degree with Merit and Honours**

Merit and Honours awards are normally based on an average of the weighted marks obtained for all subjects taken in that course. Marks are weighted according to the credit point value of the individual subject.

The Head of Department may recommend to Faculty Board that a grade of merit or honours be awarded other than that indicated by the average of the weighted marks of the student concerned, or that no merit or honours be awarded to a particular student. In such a case Faculty Board may either make an award of merit or honours in accordance with the recommendation of the Head of Department concerned or in accordance with (a), (b), (c), (d), (e) or (f) below.

(a) To qualify for the degree of Bachelor of Science (Architecture) with Merit:

(i) a candidate's performance expressed as an average of the marks obtained for all subjects of that course, weighted according to their credit point value, shall be 65% or better;

(ii) there shall be no failure in any subject; and

(iii) a candidate shall gain not less than a Credit in the final subject.

(b) To qualify for the degree of Bachelor of Architecture with Honours Class I:

(i) a candidate's performance expressed as an average of the marks obtained for all subjects of that course, weighted according to their credit point value, shall be 75% or better;

(ii) there shall be no failure in any subject; and

(iii) a candidate shall gain not less than a Distinction in the final subject.

(c) To qualify for the degree of Bachelor of Architecture with Honours Class II:

(i) a candidate's performance expressed as an average of the marks obtained for all subjects of that course, weighted according to their credit point value, shall be equal to or better than 70%;

(ii) there shall be no failure in any subject; and

(iii) a candidate shall gain not less than a Credit in the final subject.

(d) To qualify for the degree of Bachelor of Building with Honours Class I:

(i) a candidate's performance expressed as an average of the marks obtained for all subjects of that course, weighted according to their credit point value, shall be 75% or better;

(ii) there shall be no failure in any subject; and

(iii) a candidate shall gain not less than a Distinction in the final subject.

(e) To qualify for the degree of Bachelor of Building with Honours Class II, Division I:

(i) a candidate's performance expressed as an average of the marks obtained for all subjects of that course, weighted according to their credit point value, shall be equal to or better than 70%;
(ii) there shall be no failure in any subject; and
(iii) a candidate shall gain not less than a Credit in the final subject.

(f) To qualify for the degree of Bachelor of Building with Honours Class II, Division II:
(i) a candidate's performance expressed as an average of the marks obtained for all subjects of that course, weighted according to their credit point value, shall be less than 70% and equal to or better than 65%;
(ii) there shall be no failure in any subject; and
(iii) a candidate shall gain not less than a Credit in the final subject.

Unsatisfactory Progress

Semester Review

At the end of first semester a review of each student's work will be carried out by a semester review panel. Where the review panel determines that a student's performance has been poor, in terms of attendance or standard of work submitted, it may recommend the termination of the student's enrolment to the Head of Department who, within the terms of Rule 2 of the Rules Governing Unsatisfactory Progress, may terminate the student's enrolment in the subject.

Annual Review

Under Rule 3 of the Rules Governing Unsatisfactory Progress the Faculty Board may review the academic performance of a student who does not maintain a rate of progress considered satisfactory by the Faculty Board. The Faculty Board has determined that:
1. A student shall be considered to have failed to maintain a satisfactory rate of progress if, inter alia:
(a) he/she fails the same subject on more than one occasion; or
(b) he or she fails at the first attempt:
   (i) Architecture I (BSc[Architecture])
   (ii) Architecture I (Part I) (BSc[Architecture])
   (iii) Architecture IV (B Architecture)
   (iv) Architecture IV (Part I) (B Architecture)
   (v) Building I (B Building)
   (vi) Building 151 (B Building External)
2. Students who have failed to maintain a rate of satisfactory progress shall have their progress reviewed by a Faculty Progress Review Committee consisting of the Dean and Sub-Dean of the Faculty and the Head of the Department of Architecture, which may determine, under Rule 3(1) of the Rules Governing Unsatisfactory Progress:
(a) that the student be permitted to continue the course;
(b) that the student be permitted to continue the course subject to such conditions as the Dean may decide;
(c) that the student be excluded from further enrolment:
   (i) in the course, or
   (ii) in the course and any other course offered in the Faculty; or
   (iii) in the Faculty; or
   (d) that the case be referred to the Admission and Progression Committee together with a recommendation for such action as the Dean considers appropriate.

Student Progression

A student who is required to repeat a subject may, in exceptional circumstances and at the discretion of the Head of the Department, be permitted to undertake work experience as an alternative to repeating the academic program for such part of the year's work as the Head of Department may determine. A student wishing to pursue this option should apply to the Head of Department who may approve a work experience program under the following conditions:

- It must be undertaken in the office of an architect or other professional in the building industry.
- The office must write to the Head of Department to confirm the arrangement, which must be approved by the Head of Department, and any change in the arrangements during the period of work experience must be notified to and approved by the Head of Department.
- The student must present a record of the work experience to a semester review panel at the end of the period, in the form of a daily work diary and a portfolio of work undertaken, and must satisfy the panel that the work experience has contributed to the student's professional development.

A student who is permitted to undertake work experience in partial fulfilment of the requirements for a subject will be required to enrol as a full-time student.

Year in Practice

Architecture students are encouraged to spend a year working in the office of an architect or related professional upon completion of the Bachelor of Science (Architecture) degree and before commencing the Bachelor of Architecture program. This year will be recognised by the Board of Architects as contributing towards the overall minimum seven year period of training and experience which is required of the architectural student, provided it is undertaken with the guidance of the Faculty. Advice on potential employers, log books and other relevant issues is available from the Faculty.

Part-Time Study

The architecture courses are generally considered to require a high level of commitment and time, and students who attempt them on a part-time basis often find this to be an onerous and difficult route. For this reason students are recommended to undertake full-time study wherever possible.

Bachelor of Science (Architecture) degree

The Bachelor of Science (Architecture) degree is a full-time course offered by year. In exceptional circumstances, and if suitable arrangements can be made within the Department of
Semester OM consists
Examinations commence Monday 8 November 1993

Year Five Assessment May 10 — May 14 1 week
Vacation May 17 — May 21 1 week
Clinical Attachment 3 May 24 — July 9 7 weeks
Clinical Attachment 4 July 12 — Aug 27 7 weeks
Vacation Aug 30 — Sept 3 3 weeks
Assessment Sept 6 — Sept 17 2 weeks
2nd Assessment Sept 20 — Sept 24 1 week
Elective Attachment Sept 27 — Nov 9 6 weeks
Final Assessment Nov 22 — Nov 26 1 week
Note: Year 3, 4 and 5 do not conform with the University of Newcastle’s Semester dates.

Advice and Information

Theme of main contact for enquirers concerning courses and enrolment is the Faculty Office. The Faculty Office can provide advice on Faculty rules and course requirements, procedures related to course administration and so on. If academic advice is required, the Faculty Office can direct enquirers to the appropriate Dean, Assistant Dean, Course Coordinator or Head of Department.

FACULTYOFFICES

University of Newcastle

Semester One consists of Block Four (10 weeks) and 7 weeks of Block Five.

Semester Two consists of the remaining 3 weeks of Block Five, all of Block Six (10 weeks) and Block Seven (1 week)

Year Three

Block 7

Feb 8 — April 30 12 weeks: 1 week block
1 week AVCOEexter Vacation 9-16/9
May 3 — June 25 8 weeks
June 29 — July 9 2 weeks (AVCOE common week)
July 12 — Sept 10 9 weeks: 8 week block
1 week review
Sept 13 — Sept 17 1 week
Assessment Sept 20 — Oct 8 3 weeks
Vacation Oct 11 — Oct 15 1 week
Block 10 Oct 18 — Dec 10 8 weeks Elective
Year Four

Clinical Attachment 1a Feb 1 — Mar 12 6 weeks
Clinical Attachment 1b Mar 15 — April 30 6 week attachment
1 week AVCOEexter Vacation 9-16/9
Vacation May 3 — May 7 1 week
Clinical Attachment 2a May 10 — June 6 3 weeks
Clinical Attachment 2b June 23 — July 30 6 weeks
Vacation Aug 2 — Aug 13 2 weeks
Clinical Attachment 3a Aug 16 — Sept 24 6 weeks
Clinical Attachment 3b Sept 27 — Nov 5 6 weeks
GP Period Nov 8 — Nov 17 One and a half weeks (inclusive)
Assessment Nov 18 — Nov 26 One and a half weeks
Year Five

Clinical Attachment 1 Feb 1 — Mar 19 7 weeks
Clinical Attachment 2 Mar 22 — May 7 7 weeks (Gaster 9-16/9)
Lodging Enrolment Application Forms

The Enrolment Application form must be completed carefully and lodged at the Student Division Office by 6 January 1993. Students should retain their application form as proof of enrolment. The fee must be paid if the form is late, but it is very important that the Enrolment Application form is lodged by 6 January 1993 as late lodgement will mean that enrolment approval and student card cannot be available for the start of the semester.

Enrolment Approval

All re-enrolling students will be invited in early February either as a confirmation program and student card or a letter asking them to attend in person, because there is a problem with their proposed program. Enrolment in tutorial or laboratory sessions must be arranged with Departments on an individual basis.

Payment of Charges

The Fees and Charges Notice will be mailed to re-enrolling students in late January (Please note a Fees and Charges Notice will not be sent until all outstanding debts/fines have been paid). The 1993 General Service Charge must be paid in any Commonwealth bank branch using the Fees and Charges Notice. Payments made after 26 February 1993 will incur a $50.00 late charge. All charges listed on the Fees and Charges Notice must be paid. The Bank will not accept post-dated payments.

SCHOLARSHIP HOLDERS AND SPONSORED STUDENTS

Students holding scholarships or receiving other forms of financial assistance must lodge with the Cashier their Fees and Charges Notice together with a warrant or other written evidence that charges will be paid by the sponsor. Students must provide a separate voucher or receipt for each student sponsored.

LATE PAYMENT

The final date for payment of the General Service Charge is 26 February 1992. Payments made after this date will incur a $50.00 late fee. Thereafter enrolment will be cancelled if charges remain unpaid by 19 March.

FAILURE TO PAY OVERDUE DEBTS

Any student who is indebted to the University by reason of non-payment of any fee or charge, non-payment of any fine imposed, or who has failed to pay any overdue debts shall not be entitled to:
- complete enrolment in a following year;
- receive a transcript of academic record;
- graduate or be awarded a Diploma;
- receive a replacement Student ID Card until such debts are paid.

Students are requested to pay any debts incurred without delay.

STUDENT CARDS

Students will be mailed their Confirmation of Program and Student Card in early February. The Student Card must be carried by students when at the University. The Student Card has machine readable memory for use when borrowing books from the University Library, and contains the student’s interim password for access to facilities of the Computing Centre. Please note that the Student Card is not evidence of enrolment; students must also have paid the General Service Charge and fulfilled HECS requirements to be fully enrolled.

Students are urged to take good care of their Student Card. If the card is lost or destroyed, there is a service charge of $5 payable before the card will be replaced.

A student who withdraws completely from studies should return the Student Card to the Student Division Office.

RE-ENROLLMENT AFTER ABSENCE

A person wishing to resume an undergraduate degree course who has been enrolled previously at the University of Newcastle, but not enrolled in 1992, is required to apply for admission again through the Universities Admissions Centre, Locked Bag 500 Lidcombe 2141. Application forms may be obtained from the UAC or from the Student Division Office and close with the UAC on 30 September each year. There is a $60.00 fee for late applications. Students who withdraw from their course after 31 March 1992 are not required to apply for re-admission.

CHANGE OF ADDRESS

The University will hold record both an address for correspondence and a home address. Students are responsible for notifying the Student Division Office in writing of any change in their address. A Change of Address form should be used and is available from the Student Division Office.

Failure to notify changes to your correspondence address could lead to important correspondence or course information not reaching you. The University cannot accept responsibility if official communications fail to reach a student who has not notified the Student Division Office of a change of address.

CHANGE OF PROGRAMME

Approval must be sought for any changes to the programme for which a student has enrolled. This includes adding subjects, withdrawing from subjects or the course, or replacing one subject with another. All proposed changes must be entered on the Programme Variation section of the reverse side of the Confirmation of Programme form. Where appropriate, reasons for changes and/or documentary evidence in the form of medical or other relevant certificates must be submitted.

Programme Variation forms should be lodged at or mailed to the relevant Faculty Office.

Withdrawal from Subjects or Course

Applications received by the appropriate date listed below will be approved for withdrawal without a failure being recorded against the subject or course in question.

Withdrawal Dates

Semester 1 Subjects 3: 11 June 1993
Semester 2 Full Year Subjects: 5 November 1993

Examinations

Students seeking to add a subject or subjects more than two weeks after the commencement of the relevant semester should seek advice from the Faculty Office prior to lodging their application. In some instances Faculty policy or restrictions on class size preclude late enrolment and students should make every attempt to finalize their enrolment within the first two weeks of semester.

ENROLMENT CONFIRMATION

Students should ensure that all details on their Confirmation of Program form are correct. Failure to check this information could create problems at examination time. Please note that it is the student’s responsibility to:
- ensure that all enrolment details are correct
- to withdraw from a Semester if a subject/failure has been incurred (b) before the end of the second semester.

ENROLMENT AFTER ABSENCE

Undergraduate Awards

Subject to any provision concerning your course as set out in the schedule, a candidate in good academic standing in the course:
- may take leave of absence for up to one year from the course;
- with the permission of the Dean, may take leave of absence for two consecutive years from the course

without prejudice to any right of the candidate to re-enrol in the course following such absence.

Candidates should refer also to the Rules Governing Undergraduate Awards, Rule 10, Leave of Absence, and the schedule regarding the definition of ‘good standing’. You should also consult with your Faculty Officer. To re-enrol in your course after leave of absence, you must re-apply through the Universities Admissions Centre (UAC), Locked Bag 500, Lidcombe, NSW, 2141. The closing date for applications is 30 September each year.

Postgraduate Coursework Awards

Leave of absence may not be available for some courses. Candidates should check with their Faculty Officer regarding any requirement to lodge a formal application for leave.

Research Higher Degrees

Leave of absence is not automatically granted, and candidates are required to lodge a written application for leave of absence prior to the end of the preceding semester. Applications should be lodged with the Postgraduate Studies Office for approval by the Graduate Studies Committee. Refer to the Masters and Doctoral Degree Rules.

Scholarship Recipients

All scholars or postgraduate scholarships may be taken into an Honours degree and also consult with their Faculty Officer regarding any requirement to lodge a formal application for leave.

Candidates for exemption from attendance at classes must be made in writing to the Head of the Department of their subject. Where tests or internal examinations have been missed, this fact should be noted in the application.

The granting of an exemption from attendance at classes does not carry with it any waiver of the General Services Charge.

General Conduct

In accepting membership of the University, students undertake to observe the by-laws and other requirements of the University.

Students are expected to conduct themselves at all times in a manner suitable to maintain the University’s reputation and in the University Library. Gambling is forbidden.

Members of the academic staff of the University, senior administrative officers, and other persons authorised for the purpose have authority to report any breach of discipline or improper conduct occurring in the University.

NOTICES

Official University notices are displayed on Departmental notice boards and students are expected to be acquainted with the contents of those announcements which concern them.

The Hunter Building Course is used for the specific purpose of displaying examination timetables and other notices about examinations and final results.

Examinations

Tests and assessments may be held in any subject from time to time. In the assessment of a student’s progress in a university course, consideration will be given to laboratory work, tutorials and assignments and to any tests or other tests conducted throughout the year. Information on these assessments and class work may be incorporated with those of formal written examinations.

Examination Periods

Formal written examinations take place on prescribed dates within the following periods. Saturdays may be included:

Mid Year: 14 June - 2 July 1993
End of Year: 8 to 26 November, 1993

Timetables showing the date and time at which individual examinations will be held will be displayed in the Hunter Building Course, specific Departmental offices, and other prominent locations on campus. Misreading of the timetable will not be accepted as an excuse for failure to attend an examination.

Sitting for Examinations

Formal examinations, where prescribed, are compulsory. Students should consult the final timetable in advance to find out the date and time of their examinations.

Location of Examinations

No assessment list for examinations will be displayed for two weeks before the commencement of the examination period, the nickname of the Department running the subject and on a noticeboard outside the examination room on the day of the examination. Candidates should allow a minimum of two to six weeks to get to the examination room so that they can take advantage of the 15 minutes reading time that is allowed before the examination commences. Normally, entry into these examination rooms will be controlled. A candidate is permitted to bring the actual commencement of the examination writing time. This is to allow the candidate time to locate the allocated seat and complete the necessary attendance slip and any related necessary registration details before the commencement of reading time. During reading time no writing will be permitted. Materials which may be taken into examination will also be displayed outside the examination room, and the time allowed to locate the examination may be displayed in the Great Hall Foyer and Hunter Building Foyer.

Permitted Aids

Students can take into any examination any writing instrument, drawing instrument or eraser. Logarithmic tables may not be taken in; they will be available from the supervisor if needed. Calculators may be taken into an examination room unless the Examiner has instructed on the
EXAMINATIONS

Calculators must be handed in before the examination paper is distributed. Examination paper includes a section on the use of calculators and the Head of Department approves. Consideration is currently given to the establishment of a list of calculators approved for use. Calculators may be in the possession of the candidate and may be used if permitted by the examiner, but candidates must be prepared to use an exponential calculator and the Head of Department approves. Consideration is currently being given to the establishment of a list of calculators approved for use.

UNLISTED CANDIDATES

If you expect to sit for an examination and your name does not appear on the exam list, you should contact the Examinations Office to verify your eligibility. If your name is not on the list, you may need to discuss the matter with your Faculty Office.

RULES FOR FORMAL EXAMINATIONS

PART 1 - PRELIMINARY

Application of Rules

1. These Rules shall apply to all examinations of the University with the exception of the examination of a thesis submitted by a candidate for a degree of Master or the degree of Doctor of Philosophy. The examination of these degrees or the assessment of published works submitted for Higher Doctoral Degrees shall be conducted in accordance with the requirements for that degree.

Interpretation

2. In these Rules, unless the context or subject matter otherwise indicates or requires:

"award" means the degree, diploma (including graduate diploma and associate diploma) or graduate certificate for which a candidate is enrolled;

"department" means the department assigned responsibility for a particular subject and includes any other body responsible;

"Departmental Examinations Committee" means the departmental examinations committee of the University constituted in accordance with the Rules governing departments;

"examination" includes any form of examination, assignment, test or any other work by which the final grade of a candidate in a subject is assessed;

"external examiner for a candidate" means an examiner, not being a member of the staff of the University, appointed to assist in the examination of an extended essay, project or similar work submitted by a candidate;

"departmental examinations" means the departmental examinations prescribed for a course in which a candidate is enrolled and conducted in a departmental examination room within a department;

"Faculty Board" means the Faculty Board of the department responsible for the course in which a candidate is enrolled and includes a Board of Studies where given power is relevant to this Rule;

"formal written examination" means an examination conducted under Part 4 of these Rules;

"subject" means any part of a course of study for an award for which a result may be recorded;

"supervisor" means the supervisor for an examination appointed, in the case of a formal written examination, by the Academic Registrar and, in the case of any other examination, by the Head of Department;

"supplementary examination" means an examination administered to a candidate in respect of whom any doubt exists as to the candidate's results to be recorded as examination returns.

PART 2 - GENERAL

Examinations other than in single department

3. (1) Where a Faculty is not composed of Departments, the functions and responsibilities of the Head of a Department and the Departmental Examinations Committee shall be undertaken respectively by the person or body to that Faculty approved for the purpose of these Rules by the Academic Senate.

(2) Where a subject is not the responsibility of a single department, the person or body to which the functions and responsibilities of the Head of a Department and the Departmental Examinations Committee in respect of that subject is to be decided by the Faculty Board concerned or, where Departments from more than one Faculty are involved, by the Academic Senate.

Determination of nature and extent of examining

4. Each Faculty Board shall determine the nature and extent of examining in the subjects in the awards for which the Faculty is responsible and such examining may be written, oral, clinical or practical or any combination of these.

Publication of requirements

5. The Head of Department shall ensure the publication of the examination requirements in each subject by the Department concerned by the second week of the semester in which the subject commences including the weight and timing of each task comprising the total examination to be applied in determining the final grade.

Penalties

6. An infringement of any of the rules set out in Rule 16(1), other than permanent to Rule 16(2), or the instructions referred to in Rule 19 shall constitute an offence against discipline.

PART 3 - PROCEDURES

External Examiners

7. (1) The Academic Senate may, on the recommendation of a Faculty Board, appoint one or more external examiners for the Department. Such appointment shall be for a term of one year and, except with the approval of the Academic Senate, no external examiner for the Department shall be reappointed for more than four consecutive terms of office.

(2) Where the appointment of an external examiner for a candidate is prescribed by the Rules for an award, or where the Faculty Board considers it appropriate that an external examiner for a candidate by appointed, such appointment shall be made by the Faculty Board or in such other way prescribed in the Rules for that award.

Examining

8. The Head of each Department shall arrange for the members of the academic staff responsible for each of the subjects offered by the Department:

(a) to prepare the examination papers in the subjects;

(b) in consultation with any other members of staff involved in the tuition or supervision of the candidates, to assess the scripts and other work submitted by candidates and, if required, prescribe a further or supplementary examination for any candidate; and

(c) to record in an examination return a judgement in respect of each candidate for submission to the Departmental Examinations Committee.

Departmental recommendations of results

9. The Departmental Examinations Committee shall consider the judgements recorded for candidates and shall make recommendations to the Faculty Board as to the result in the subject to be recorded for each candidate.

Determination of results in subjects

10. (1) The recommendations of the Departmental Examinations Committee shall be forwarded to the Faculties by the Head of the Faculty or the representative of that Faculty, who shall be entitled to vary any recommended result if of the view that it is appropriate to do so on the request of the Faculty Board.

(2) The Dean shall ensure that in making its recommendations to the Departmental Examinations Committee has considered any request for special consideration made by a candidate pursuant to Rule 13.

11. (a) The Faculty Board shall consider the recommendations of the Departmental Examinations Committee and, taking into account any change to a recommendation under sub-rules (1) or (2), shall ensure:

(b) confirm the result; or

(c) defer the decision pending the outcome of any other action the Faculty Board deems appropriate.

Grading of results in subjects

12. The result awarded in a subject to a candidate shall be one of those in the list of results approved by the Academic Senate from time to time.

Review of result in subject

13. (1) A candidate may apply for a review of any result awarded in a subject to that candidate.

(2) An application made under sub-rule (1) shall be made to the Academic Registrar on the prescribed form and shall be accompanied by the prescribed fee.

(3) A review of the result shall include a check:

(a) that all required parts of the assessment have been included in the final determination of the result;

(b) that the content of examination scripts has been fairly considered, including, where possible, a review of marks awarded by the examiner; and

(c) that all marks contributing to the final grade have been correctly weighted and their total accurately obtained but shall not include any review of earlier assessments which have been made available to the candidates on a continuing basis throughout the subject.

(4) If the Faculty Board, on the recommendation of the Head of the Department or the representative of that Faculty, changes the result following review, the fee shall be refunded.

Special Consideration

14. (1) A candidate who claims that:

(a) the examination or any part of the examination was not conducted with fair play;

(b) attendance at or performance in an examination has been affected by illness, disability or other serious cause, may report the circumstances in writing, supported by medical or other appropriate evidence to the Academic Registrar and request that he be taken into account in the assessment of the examination results of that candidate. Such request shall be made on the prescribed form.

(2) A request made pursuant to sub-rule (1) shall be submitted by the candidate within seven days after any occurrence arising from the illness or event on which the request is based, or such later period as the Dean of the Faculty in which the candidate is enrolled may accept.

(3) A request made pursuant to sub-rule (1) shall be submitted by the candidate not later than three days after the date of the examination or within such further period as the Dean of the Faculty in which the candidate is enrolled may permit.

(4) Where a candidate is personally unable to take the action prescribed under this Rule, some other person may take such action on behalf of that candidate.

(5) The Academic Registrar may call for such other evidence in respect of the candidate's request as may be reasonably required.

(6) A candidate who is granted special consideration may be required to attend a further examination or to undertake further assessment to determine a result.

PART 4 - FORMAL WRITTEN EXAMINATIONS

Responsibility

14. The Academic Registrar shall be responsible for the administration and conduct of all formal written examinations of the University.

Timetable for formal written examinations

15. (1) The Academic Registrar shall publish a timetable showing when and where formal written examinations will be held and it shall be the responsibility of candidates to attend these examinations prescribed for the subjects in which they are enrolled.

(2) Notwithstanding the provisions of Rule 12(1), where the Academic Registrar considers it justified in religious, conscientious or other grounds, special arrangements may be made to allow a candidate to attend a prescribed examination for a subject at a different time and place from that published in the examination timetable.

(3) Subject to the provision of Rule 13(1)(b), a candidate who fails an examination which is shown on the examination timetable will be deemed to have sat for and failed the examination.

Rules for formal written examinations

16. (1) Formal written examinations shall be conducted in accordance with the following rules:

(a) candidates shall comply with any instructions given by a supervisor relating to the conduct of the examination;

(b) before the examination begins candidates shall not read the examination paper until granted permission by the supervisor who shall be given ten minutes before the start of the examination;

(c) no candidate shall enter the examination room after thirty minutes from the time the examination begins;

(d) no candidate shall leave the examination room during the first thirty minutes or the last ten minutes of the examination;
(e) no candidate shall re-enter the examination room after leaving it unless during the period of absence that candidate has been under approved supervision;

(f) a candidate shall not bring into the examination room any bag, paper, book, written material, device or aid whatever, where there are means by which it may be specified for the particular examination;

(g) a candidate shall not by any means obtain or endeavour to obtain improperly any assistance in any other way, or commit any breach of good order;

(h) a candidate shall not take from the examination room any examination answer book, any examination paper so marked with a red graph paper, any paper or other material issued for use during the examination;

(i) no candidate may smoke in the examination room.

(2) The provision of sub-rule (1) may be relaxed: (a) by the Academic Registrar; and

(b) with the exception of paragraphs (c), (f), (g) and (h) by the supervisor upon the direction of the Academic Registrar or at the discretion of the supervisor, provided that the circumstances of any case in which discretion has been exercised are recorded in writing to the Academic Registrar immediately following the conclusion of the examination.

PART 5 - OTHER EXAMINATIONS

Responsibility

17. The Head of Department shall be responsible for the administration and supervision of the examinations of the University, other than formal written examinations, in the subjects offered by the Department.

Timetables

18. (1) Where appropriate, the Head of Department shall publish a timetable showing when and where examinations will be held and it shall be the responsibility of candidates to attend those examinations prescribed for the subjects in which they are enrolled.

(2) Notwithstanding the provisions of Rule 18(1), where the Head of Department considers it justified on religious, conscientious or other grounds, special arrangements may be made to allow a candidate to attend a prescribed examination for a subject at a time and place different from that published in the examination timetable.

Compliance with Instructions

19. Candidates shall comply with any instructions given by the Head of Department or the supervisor relating to an examination.

Any infringement of these rules constitutes an offence against discipline.

FINAL EXAMINATION RESULTS

End of year examination results will be mailed out by late December. Examination results for Semester 1 should be mailed out the week preceding the commencement of Semester 2. Final examination results are also displayed in the Hunter Building Concours as soon as they become available.

No results will be given by telephone.

REVIEW OF FINAL RESULT

After the release of both Semester I and end of year final examination results a student may apply to have a result reviewed. Part 3 of the University's Examination Rules specifies procedures relating to Review of Result as a subject, for details see page vii and the necessary application form. You should read the instructions on the application form before applying for a Review. There is a charge per subject, which is refundable in the event of an error being discovered. However, it should be noted that examination results are released only after careful assessment of students' performances and that, amongst other things, marginal failures are reviewed before results are released. (See page ix)

SPECIAL CONSIDERATION REQUESTS

All applications for special consideration should be made on the Application for Special Consideration form.

The granting of Special Consideration could involve a further examination or assessment held shortly after the formal examination. Any further examination or assessment held should be supervised by the Department and examinations of the Department other than the one that offered the subject. Consequently you must therefore check with the Department that offered the subject to ascertain that Department's requirement. You should also watch the Department's noticeboard for further advice concerning Special Consideration.

Application Forms may be obtained from your Faculty Office, Student Division Enquiry Counter, Student Health Service, Student Counselling Unit and Examinations & Services Counter, Hunter Building.

Part 3 of the University's Examination Rules specifies procedures relating to Special Consideration Requests, for details see page vii and the necessary application form. You should read the instructions on the application form before applying for Special Consideration.

STATEMENTS OF ACADEMIC RECORD

If you wish to be issued with a statement of your academic record, you must complete the appropriate application form and lodge it with the University Cashier along with the appropriate fee (see page vii). The statement will be mailed out as soon as it becomes available, to the nominated address. Applicants should allow adequate time for this to occur. Complied produced statements are normally mailed within a week. Statements involving pre 1979 records might be expected to take longer to produce. Ineligible applicants must clear their debt before statements can be issued. Application forms may be obtained from the Student Divisions Enquiry Counter, Chancellery Building and the Examination and Services Counter, Hunter Building.

UNSATISFACTORY PROGRESS

The University has adopted Rules Governing Unsatisfactory Progress which are set out below.

Students who become liable for action under the Rules will be informed accordingly by mail after the release of the End of Year examination results and will be informed of the procedure to be followed if they wish to "show cause".

Appeals against exclusion must be lodged together with Exemption Application forms by Wednesday 6 January 1993.

The Faculty's progress requirements are set out elsewhere in this volume.

RULES GOVERNING UNSATISFACTORY PROGRESS

Application of Rules

1. These Rules shall apply to all students of the University except those who are candidates for a degree of Master or Doctor.

Interpretation

2. In these Rules, unless the context or subject matter otherwise indicates:

"the Committee" means the Admissions and Progression Committee of the Academic Senate as constituted from time to time.

"Dean" means the Dean of the Faculty in which a student is enrolled.

"Board" means the Faculty Board of the Faculty in which the student is enrolled.

Termination of Enrolment by Head of Department

3. (1) A student's enrolment in a subject may be terminated by the Head of the Department offering that subject if that student does not maintain a standard of progress considered satisfactory by the Head of the Department. In determining whether a student is failing to maintain satisfactory progress the Head of Department may take into consideration such factors as unsatisfactory attendance or failure to complete or satisfactorily standard academic or professional components specified for the subject.

(2) The enrolment of a student in a subject shall not be terminated pursuant to Rule 3(1) of these Rules unless that student has been given prior written notice of the intention to consider the matter, with brief particulars of the grounds for doing so, and has also been given a reasonable opportunity to make representations either in person or in writing or both.

(3) A student whose enrolment in a subject is terminated under Rule 3(1) of these Rules may appeal to the Board which shall determine the matter.

(4) A student whose enrolment in a subject is terminated under this Rule 3 shall be deemed to have failed the subject.

Review of Performance by Board

4. (1) A Board may review the academic performance of a student whose enrolment in a subject or other grounds, special arrangements may be made to allow a student to re-enter the Board which shall determine the matter.

(2) A student whose enrolment in a subject is terminated under Rule 3(1) of these Rules may appeal to the Board which shall determine the matter.

(3) A student who has made representations to a Board which shall determine the matter.

(4) A student whose enrolment in a subject is terminated under this Rule 3 shall be deemed to have failed the subject.

Re-enrolment

5. (1) A student who has been excluded from further enrolment in a Faculty may re-enter a course in another Faculty only with the permission of the Head of the Faculty and on such conditions as the Board considers appropriate.

(2) A student who has been excluded from further enrolment in any course, Faculty of from the University under these Rules may apply for permission to enrol therein again, provided that in some case such re-enrolment comes before the expiration of the period of exclusion. A decision on such application shall be made:

(a) by the Board, where the student has been excluded from a single course or a single Faculty;

(b) by the Committee, in any other case.

Appeal Against Re-enrolment Application

6. (1) A student whose application to enrol pursuant to Rule 9(3) or 9(3)(a) of these Rules is rejected by a Board may appeal to the Council.

(2) A student whose application to enrol pursuant to Rule 9(3)(b) of these Rules is rejected by the Committee may appeal to the Vice-Chancellor.
CHARGES
The General Service Charge (details below) is payable by all students.

In 1993, a fees and charges notice will be sent to continuing students in late January and to commencing students in mid-February.

Students are expected to pay charges at any Commonwealth Bank. The last date for payment of charges with the Commonwealth Bank is 19 March 1993.

All other payments should be made directly to the University by cheque, or in person to the Cashier, level 2, Chancellor.

1. General Service Charge

| (a) Students Proceeding to a Degree or Diploma | $266 |
| (b) Non-Degree Students | $35 |
| (c) External Students | $37 |

The exact amount must be paid in full by the prescribed date.

2. Late Charges

Where the Fees and Charges Notice is not paid in full by the 26 February 1993 $50

3. Other Charges

(a) Examination under special supervision $15 per page
(b) Review of examination results, per subject $25
(c) Replacement of Re-enrolment kit $10
(d) Replacement of Student Card $5
(e) Statement of Matriculation Status for non-member of the University $10
(f) Replacement of lost or damaged Transcript $30
(g) Academic Transcripts

(i) First copy $10
(ii) Second Copy No charge
(iii) Each additional copy $1

Note:
(i) Graduates will be provided with two copies of their transcript free upon notification of eligibility to graduate.
(ii) Transcripts will be issued on request free of charge to other educational institutions.

4. Indefinite Students

All debts outstanding to the University must be paid before enrolment can be completed—payment of total amount due will be accepted.

HIGHER EDUCATION CONTRIBUTION SCHEME (HECS)

The Higher Education Contribution Scheme (HECS) requires students to contribute towards the cost of their higher education. Each semester a student’s HECS liability is calculated according to his or her Student Load. The liability for an 80 credit point full-time load in 1993 is $2328.00. Student Loans are calculated as the census date each semester i.e. 31st March in Semester One and 31st August in Semester Two. Withdrawn students effective on or after the census date and failed subjects incur HECS liability.

Some courses are exempt from HECS charges and some students are exempt. Exemption from payment of the Higher Education Contribution (HECS) applies to:

- a fee-paying student in a "fee-approved postgraduate coursework"
- a student in a "basic nurse education course"
- a "full-fee-paying overseas student"
- a "student who has paid the Overseas Student Charge"
- a "fully sponsored overseas student"
- a student in an "enabling course"
- a student in a "non-award course"
- a student who has been awarded a "HECS postgraduate scholarship"

Basic Nursing education courses will not be exempt from HECS after 1993.

HECS is administered as part of the enrolment process. Students commencing a new course must select one of three sections on the HECS Payment Options form.

On enrolment students must do one of the following:

(a) Elect to pay up-front which would require payment of 75% of the contribution for the semester, with the balance to be paid by the Commonwealth. Students electing to pay up-front will be asked to pay at the commencement of each semester.
(b) Defer their HECS and elect to pay through the taxation system, in which case they must either provide a tax file number or apply for a tax file number as part of their enrolment. Institutions are required to ensure that the information given by students of their tax file number application is the same as that on their enrolment forms.
(c) Defer the contribution and pay through the taxation system are not required to make payments towards their contribution until their taxable income reaches a minimum threshold level. For the 1993 financial year the minimum threshold level was $27,998. This amount will be increased each year.

(As from 1993 New Zealand citizens residing in Australia for less than two years and permanent residents of Australia whose usual address is overseas will be required to pay their HECS contribution up-front. The 25% discount applies.

New Zealand citizens living outside Australia and enrolled in external and distance education at Australian institutions should be treated in the same way as permanent residents of Australia whose usual address is overseas and be required to pay up-front.

The requirement to pay up-front will apply to both commencing and continuing students.

(c) Provide evidence of exemption from the HECS.

All students enrolling in a new course must complete a Payment Options form selecting one of the above three options. Deferred or up-front re-enrolling students will retain their elected payment option (excluding students falling into category (c) above). A new Payment Options form must be completed if students transfer courses or wish to change their payment options. Students who wish to change their Payment Option in any semester must do so before the census date for that semester. Changes to the Up-front option must be done for the due date for payments of Up-front accounts (check with HECS Office for cut-off dates).

FAILURE TO PAY UP-FRONT ACCOUNTS BY THE DUE DATE OR CHANGE TO THE DEFERRED OPTION BEFORE THE CENSUS DATE WILL LEAD TO AUTOMATIC CANCELLATION OF ENROLMENT.

LATE PAYMENTS WILL NOT BE PERMITTED.

Please contact the HECS Office if further information on HECS is required.

LOANS

Students who do not have sufficient funds to pay the General Service Charge should seek a loan from their bank, building society, credit union or other financial institution.

An application for a loan from the student loan fund is possible when no other help is available. Appointments for loan from these funds must be made before the 26 February 1993 to avoid the addition of a late fee. Student loan funds are available for other essential needs. Contact the Student Support Officer, Ms Annette Rudd, phone (09) 2164667 to arrange an appointment.

REFUND OF CHARGES

Any change of address must be notified. Notification on or before 31 March 100% refund

(ii) When a student registers for a course of studies offered in Semester 2 the University will complete withdrawal from studies by the following dates, a refund will apply:

- Notification on or before 31 March 100% refund
- Notification after 31 March Nil refund

Students will be provided with two copies of their transcript free upon notification of eligibility to graduate. Some institutions may charge a fee for these transcripts. Details of these charges may be obtained by contacting the financial office of the relevant educational institution.

CAMPUS TRAFFIC AND PARKING

Matters to do with traffic and parking on the campus are governed by the traffic and parking rules approved under the authority of the University Council.

These rules determine that it is a privilege to bring a vehicle onto the University campus and that this privilege is subject to traffic and parking rules. The rules identify the conditions which govern the bringing of vehicles onto the campus, parking and movement of vehicles, and matters to do with breaches and enforcement. The University receives income to help ensure the safe and orderly movement and parking of vehicles on the campus for the benefit of students, staff and visitors, and to protect the University’s physical environment and landscape.

Essentially the rules require that persons who seek to bring a motor vehicle onto the campus apply for a parking permit. In so doing, the applicant undertakes to abide by the traffic and parking rules and are automatically subjected to prescribed penalties for infringements. It is important to realise that the granting of a parking permit does not carry with it an automatic right to park on the campus. The University has a serious under supply of car parking spaces and frequently it will not be possible to park on the campus.

The issue of a parking permit only entitles a member of the University to park in a property designated and marked out car park space to the exclusion of all others. It is essential that vehicles are parked on grassed areas, footpaths, roadways and the like for the protection of the University’s landscape and for the safety of students, staff and visitors.

Alternative parking to be utilised when on campus car parks are full is also available. It is important that vehicles are parked in an area reserved for handicapped persons only. It is also important to note that the University is also working with public transport authorities to improve the bus service to the campus, as well as assisting with the broader issues of air pollution, traffic congestion and the like.

The traffic and parking regulations are stated in full in the University’s Calendar Volume I. The scale of penalties for traffic and parking infringements as contained in the rules are as follows:

(a) Exceeding the speed limit on University roads $50
(b) Failing to stop when signalled to do so by an attendant (Police) $30
(c) Refusal to provide information requested by an attendant (Police) $30
(d) Failing to obey instructions given by an attendant (Police) $30
(e) Illegal parking:

(i) parking on University roadways $15
(ii) parking on footpaths $15
(iii) parking on areas marked by sign $50
(iv) parking in a way that may risk injury to others $50
(v) Parking in a restricted area $15
(vi) parking in an area reserved for handicapped person $50
(vii) Any other breach of the traffic and parking rules $10

The penalty will be imposed:

(a) On the spot by an infringement notice being put on the vehicle;
(b) By sending an infringement notice by ordinary post to the registered owner of the vehicle, or to the registered owner or the vehicle if further information on its owner is not available, for a stated time not exceeding seven days,
(c) At the time of the imposition of the penalty must include the notice of objection and the statement of the nature of the infringement.

Any objection to the imposition of the penalty must include full details of the grounds on which the objection is based and the objections must be lodged in writing with the Director Property Services, University of Sydney, as well as a copy to the Director Student Support Services, and the Director Student Support Services, after considering an objection, shall either reject it or waive the penalty.

Penalties must be paid:

(a) Within 28 days of the date the infringement notice shows the breach as having been committed;
(b) Where applicable, within 28 days of notification that any objection has been rejected by the Director Property Services.

Any queries in relation to traffic and parking matters may be referred to the Security Patrol Office, located in the foyer of the Great Hall and from the Property Services Office, located in the foyer of the Hunter Building. Application forms to bring a vehicle onto the campus are also available from these offices.
The traffic and parking rules apply to all University campus locations. It should be noted, however, that no University parking facilities are available at the Conservatorium of Music campus in Newcastle.

BANKING

1) Commonwealth Bank

The University of Newcastle branch of the Commonwealth Bank is located on the pathway between the Chancellory and the Hunter Gymnasium (south of the Hunter Union). An automatic teller machine is located outside. Hours of Opening:

Monday to Friday 9.30am - 4.00pm
Friday 9.30am - 5.00pm

2) Credit Union

The main branch of the University Credit Union is located with the Student Union on the former University side of the campus. Hours of Opening:

Monday to Friday 9.00am - 4.00pm

An agency is located in the Hunter Union Building.

CASHIER

The cashiers' office on-campus is located on First Floor, Chancellery Building. Credit card facilities are not available.

Hours of Opening

(a) During Semester 10.00am - 4.00pm
(b) During Vacation 10.00am - 12.30pm

2.00pm - 4.00pm

CHAPLAINCY SERVICE

The Chaplaincy Centre is located in the temporary buildings adjacent to the Newcastle Campus booklet in Room A187 in the Hunter Building near the Hexley Library. Pastoral and spiritual care is available from the following denominational chaplains:

Anglican

Catholic

Baptist Presbyterians

Uniting Church Assembly of God

Russian Orthodox

Seventh Day Adventist

Both centres are open Monday to Friday 8.30 am - 5.00 pm.

The Central Coast Campus and the Conservatorium of Music are both covered on a regular basis.

COMMUNITY PROGRAMMES

The Department of Community Programmes offers a wide range of courses for the general public. Of particular interest to intending students are the Bridging Courses conducted during February and the Open Foundation Course for mature age entry purposes which commence in March.

Students interested in Bridging or preparatory courses should telephone, write or call at the Department's office in Room LG2, Lower Ground Floor, McNicol Building. The Department is also able to respond to requests to tailor make Courses, Workshops, Seminars and Training Sessions for particular clients in virtually any subject area. Telephone (02) 2260177.

CONVOCATION

All students of the University of Newcastle become members of Convocation upon graduation. Convocation is the graduate body of the University of Newcastle and, under the provisions of the University of Newcastle Act, is one of the constituent parts of the University. By virtue of the Act, the Senate, by Resolution, has given a voice in the government of the University through its right to elect members of Council and the Standing Committee's right to direct communication with the State Government through its membership of the Australian University Graduate Conference. Convocation also co-operates with its contemporaries in other universities to give effective expression and opinion on matters of concern to graduates.

The Convocation Officer may be contacted on (02) 216464.

CO-OP BOOKSHOP

The Co-op Bookshop is located within the Shortland Student Union. Itstocks textbooks, general publications, computer disc and other software, audio-visual cassettes. Discounts are available to Co-op members.

Hours of Opening

Monday, Wednesday and Friday 9.00am - 5.00pm
Tuesday and Thursday 9.00am - 6.00pm
First two weeks of semester 8.30am - 7.00pm

LAW PROPERTY

Lost property may be collected from, or deposited at two locations on campus:

(a) Panel Office, Great Hall between 9.00am - 4.00pm
(b) Property Services, C110, between 9.00am - 4.00pm (Hunter Building)

It is suggested that you telephone in advance.

NOTICEBOARDS

Students wishing to post notices within the glass-fronted locked noticeboards should contact Mr D. Haggart, Property Services in the Hunter Building.

POST OFFICE

Offers all normal postal services EXCEPT interviews for passports.

Hours of Opening

(a) During Semester Monday to Friday 9.00am - 5.00pm
(b) Vacation Period Monday to Friday 9.00am - 1.30pm

1.30pm - 4.00pm

PUBLIC TRANSPORT

The State Transit Authority provides a comprehensive bus service to the University. For further information and claim forms, please contact the Sports and Recreation office during business hours on (02) 215584.

UNIVERSITY COMPUTING SERVICES

The University of Newcastle has made use of computers in research and teaching and for administrative purposes since the first computer was installed in October 1965.

Computers are widely used in teaching wherever this is appropriate. Some of these are managed by the teaching departments while others are maintained and supported by University Computing Services in publicly available locations.

The central computers and many others are connected to the University Information Network (UIN) which in turn is connected to the Australian Academy and Research Network (AARNet) and to the worldwide Internet.

University Computing Services provides and supports computing services for most of the university: for academic departments, through the HelpDesk and Computer Laboratories Manager, for administrative divisions and for service units. Services are provided through central computer networks with external links, and through assistance to users of both the central computers and distributed desktop computers.

There are more than 800 terminal connections directly to the campus networks. Access is given to various computers, both in University Computing Services and in University Departments. A number of School and Departmental computers and networks are also connected to the UIN.

Students are given access to central VAX/VMS and UNIX computers and centrally located microcomputers (Apple Macintosh and IBM PCs or 'clones') and to departmental and special purpose computers as appropriate to their course of study. Many packages are available such as the NAG numerical library, statistical programs such as MINITAB, SAS and SPSS-X, SPSC, C, FORTRAN and word processing. All users are required to sign a code of conduct to use the electronic News and Mail services for on-campus use. AARNet access is only available to coursework students when specifically requested by their lecturers.

Students enrolling in a subject for which a computer connection-time quota has been established are generally automatically given accounts on the central computers. Research students (Research Masters and PhD) are not limited on connection-time and are allocated disk quotas appropriate to their work.

The computers normally operate continuously, with terminal rooms open from 08.00 to 21.00 on weekdays (and in the Computing and Information Sciences Building from 09.00 to 17.00 at weekends for most of the academic year).

University Computing Services aim to provide a high quality modern computing environment for students. Use of this together with their experiences in using School and Departmental computers, will ensure graduates have acquired broad and valuable computing experience.

Students are encouraged to seek guidance in computer use from their lecturers, but the UCS Help Desk also offers assistance to all users.

Conditions of Use

The University accepts no responsibility for any damage to or loss of data arising directly or indirectly from use of these facilities or for any consequential loss or damage. The University takes no responsibility for any error or express or implied regarding the computing services offered, or their fitness for any particular purpose.

The University will not accept the confidentiality of any information stored on any University computer or transmitted through its network. For the purpose of managing the resources, it may be necessary for the University to monitor files and usage.

The University’s liability in the event of any loss or damage shall be limited to the fees and charges paid to the University for the use of the computing facilities which resulted in the loss or damage.

You may use only those facilities which have been authorised for your use. If access is protected by a password, you are not to make this password available to others. You may not use any account set up for another user, nor may you attempt to find out the password of another user. This applies both to facilities within the University and to any accessible using the University’s network.

You may only use authorised facilities for authorised purposes. For example, facilities made available for teaching may not be used for private gain.

You must be aware of the law of copyright as it affects computer software. Software must not be copied except with the express permission of the copyright owner.

You may not attempt to copy information belonging to others (whether they be staff, students or other users) without their express permission.

You may not attempt to interfere with the operation of the University’s computers or any other facilities accessible by use of the University’s computing systems.

You may not attempt to subvert the security of any of the University’s computing facilities or any other systems accessible by use of the University’s facilities.

You may not use the University’s computing facilities to send obscene, offensive, harassing or illegal messages.

You may grant access to your own files by other users by setting appropriate protection.

You may access computing and communications facilities on other sites only with their permission and in a manner consistent with these terms. You must, on request by an authorised member of staff, produce evidence of identity (for example by student card) when using University computing facilities.

You are required to inform the University of any breach of these Terms (for example, if you become aware that someone else has used your account).

You must abide by any relevant instructions given by the Director or the Director’s delegated officer. Such instructions may be issued by notice displayed in the vicinity of computing facilities, by letter, by electronic communication or otherwise.

UNIVERSITY LIBRARIES

As a member of the University of Newcastle, you are entitled to use the Ascham, Hexley, Conservatorium and Central Coast Libraries as well as the libraries of the teaching hospitals.

Ascham Library

Located adjacent to the Shortland Union, the Ascham Library is the main library on the Callaghan campus. It supports the teaching and research requirements of the Faculties of Architecture, Arts, Economics,
and Commerce, Education, Engineering, Medicine, Science and Mathematics and Social Sciences. It holds an extensive range of government publications, microforms, audiovisual media, archival materials and a Rare Book Collection. Specialist services are provided in Biochemistry, Law, and audiovisual media.

Other services include Loans, Short Loans, CD-ROMs, Online Searching, Reference Service, Inter Library Services, Archives.

The Short Loan Collection contains materials in high demand. Students may borrow these for restricted periods.

The Biomedical Reading Room houses books, serials, pamphlets and reference material in Biological Sciences and Medicine; i.e. within the classification ranges Q8-016, Q8-016.1 and 577.6-1. It also includes a special area to Medical Research, which holds a variety of resources and equipment supporting the Faculty of Medicine's innovative and highly resource-dependent curriculum.

Collections of resources are also maintained in seven country centres: Taree, Port Macquarie, Tamworth, MidNorth Coast, Newcastle, the Hunter and Rural Centre. There is a formal agreement between the University and the Area Health Board on the operation of the Childers University Library under which registered users of the University's consortia enjoy reciprocal borrowing rights.

The Law Reading Room houses books, serials, and primary law materials including law reports, acts, bills and regulations.

The Audiovisual section includes computer-based multimedia.

Further information and assistance can be obtained at the Auchmuty Library Reference Desk, 'phone 215851.

Huxley Library

Located in the Hunter Building, this library supports the teaching and research requirements of the Faculties of Health Sciences, Nursing, Education and Art, Design and Communication. The Library has an extensive collection of audiovisual media and curriculum material and receives all publications from the NSW Department of School Education.

Other services include: Loans, Reference Service, CD-ROMs, Online searching, Inter Library Services, External Study Service, Short Loans. Borrowers may have access to the Short Loan Collection for restricted periods.

Further information and assistance can be obtained at the Huxley Library Reference Desk, 'phone 216453.

Newcastle Conservatorium of Music Library

The Library contains a collection of books, serials, scores, CDs, and sound recordings. It is located at the Newcastle Conservatorium of Music, on the corner of Gibson and Auckland Streets, in the city. Currently only students and staff of the Conservatorium of Music can borrow from this Library. This includes Music Education students enrolled on the Callaghan campus.

Further information can be obtained by contacting the Librarian on (043) 214133.

Central Coast Campus Library

The Library has a small but growing collection of books, serials and audiovisual media which support teaching programmes in Arts, Business, Social Sciences and Education.

Further information can be obtained by ringing (043) 622077.

Gardiner Library Service

There are three separate libraries within the service: the John Hunter Hospital Branch, the Royal Newcastle Hospital Branch and the Mater Hospital Branch. The specific opening hours for these libraries will be published through NEWCAT and the appropriate library guides.

Further information can be obtained by ringing 21 1779.

Borrowing/Identification Cards

Students need an identification card to borrow. Please remember to carry your card with you at all times if you wish to borrow or use library facilities. If books are borrowed on your card by anyone else, you are responsible for them. Report any lost card to the Loans Desk staff immediately. Replacement cards are available for $5.00 from the Student Division Office in the Chancellery.

Borrowing Rights

For the details of loan conditions students should refer to the Library Guide and the various handouts published at the beginning of each year.

Books must be returned to the Library from which they were borrowed. A fine of $2.00 per item is levied when material is two days overdue. The fine will increase by 50 cents per day per item until the material is returned. Borrowing rights are also withdrawn. If material is lost or damaged, the replacement cost, plus a processing fee, will be charged.

Access to Information

Library facilities include the computerised catalogue NEWCAT, which provides direct access to information about materials held in the University's libraries. The Aca, Huxley, Conservatorium, Central Coast and Area Health Libraries. The Aca, Huxley and Conservatorium Libraries also hold databases on CD-ROM to enable students and staff to find journal articles in their subject areas. The print versions of other indexes are available in the Reference Collection for manual searching. Some are on computerised databases available via telecommunication networks. AARNet, the Australian Academic Network, provides access to others.

Photocopying

Photocopying facilities are available in all University Libraries. The machines are operated by magnetic-strip cards which can be purchased in the Library. Credit for the photocopiers can be added to these cards from a dispenser as many times as needed. Users must observe the relevant Copyright Act provisions which are on display near the photocopiers.

Inter Library Services

This service is available to academic staff, higher degree and honours/ final year students. Material not held in the University of Newcastle Libraries may be obtained from other libraries within Australia or overseas. Books and serials readily available within Australia should arrive within two weeks. A Fast Track Service is available, at extra cost, for urgent requests.

Disabled Persons

All libraries provide access for disabled students and staff. Both Aca, Huxley and Conservatorium Libraries provide special services for physically disabled and visually impaired library users. Contact librarians in each Library will help with information about the library, parking, 10 key and other facilities such as the Braille Library, a Kurzweil machine which reads aloud from English printed text and access to large print NEWCAT, the University Libraries' online catalogue. Please phone 215851.

Hours of Opening

AUCHMUTY LIBRARY

Term Hours:

Monday to Thursday 8.30am to 10.00pm
8.30am to 7.00pm

Friday 1.00pm to 5.00pm

Saturday & Sunday

Semester Breaks:

Monday to Friday
8.30am to 10.00pm

Saturday & Sunday

HUXLEY LIBRARY

Term Hours:

Monday to Thursday 8.30am to 9.00pm

Friday 9.00am to 5.00pm

Saturday & Sunday

Semester Breaks:

Wednesday
9.00am to 7.00pm

Other Days
9.00am to 5.00pm

Weekends

9.00am to 5.00pm

Closed

Long Vacation:

Monday to Friday
9.00am to 5.00pm

Library Closed:

All public holidays

Conservatorium Library

Please contact the Library on 294133

Central Coast Campus Library

Please contact the Library on (043) 622077.
Architecture, students may be permitted to enrol in part of a full-time year program.

Bachelor of Architecture degree

The subjects Architecture IV and V of the Bachelor of Architecture degree can be undertaken on the basis of part-time attendance, amounting to some 12 hours per week of contact hours, spread over three full academic years instead of two. This option is subject to certain conditions, in particular that the student undertake employment during the full period in an architect’s office, or such other office as may be approved by the Dean of the Faculty. The pattern of enrolments for this option would be as follows:

- **First Year**  
  Architecture IV (Part 1)

- **Second Year**  
  Architecture IV (Part 2) and Architecture V (Part 1)

- **Third Year**  
  Architecture V (Part 2)

Further information on the conditions which apply to part-time enrollment may be obtained from the Faculty Secretary or the Dean of the Faculty.

Bachelor of Building degree

The Bachelor of Building degree is a full-time course offered by year, and in its internal mode is not offered on a part-time basis. It is available on a part-time basis in an external mode.
These seven study areas define the scope of the curriculum, and are described in more detail under the subject descriptions which follow. Students will be expected to attain a required level of competence in all seven study areas at each level of the course. However, the study areas do not exist as independent subjects; the essence of the integrated approach is that the knowledge and skills acquired in each study area must be capable of being applied in the context of other parallel areas of skill and knowledge. For although the development of knowledge and expertise in the individual disciplines which contribute to the practice of architecture is important, it is equally important that the interaction between areas of knowledge is appreciated, and that the integrative nature of design is understood. The method adopted for developing the study areas is thus intended to reflect the way in which the architect responds to design problems in practice.

Problem-Based Learning
Rather than attend a series of independent lecture courses on the various study areas to be mastered, students are presented with a succession of problems of the type encountered in architectural practice, and so designed as to develop the various areas of skill and knowledge appropriate to that level of the course. Thus the organisation of these parts of the course resembles a matrix in which the individual study areas are introduced and developed through their successive application in problem exercises:

Assessment
At the start of each problem phase a list of assessment criteria will be made available to students. These criteria will form the basis for assessment at the end of the phase when students will receive advice on their work and, where necessary, help in rectifying areas of difficulty. Students will be responsible for keeping a portfolio of all their work carried out during that year, and this will be the subject of a formal assessment on two occasions, at the end of the first semester, and at the end of the year, by a panel of examiners.

Credit Points
Credit Point values associated with each subject are shown to the right of the subject heading and are abbreviated to 'cp'.

Texts
The specialist consultant tutors will make available Learning Units and other specially prepared texts during the course of the problem-exercises to support the development of appropriate skills and knowledge, and will advise on the purchase of text books.

ARCH10 ARCHITECTURE I 80cp
PROBLEM-BASED EXERCISES
The overall theme and focus of the Architecture 1 exercises is "Problems of the Workplace". This introduces the student immediately to architectural problems arising from clearly perceived needs, and in a relatively direct and unambiguous form. The individual exercises are of varying length, but are grouped into a series of phases, usually lasting about 5 weeks and having a common client, situation or location. They provide a sequence of design experiences which progressively focuses on aspects of designing for people at work, with straightforward objectives and social interactions, and in a variety of physical environments in the Hunter Region, including:

- the survey and analysis of simple traditional buildings, including consideration of their history, climate and geography of the region;
- the ergonomic design of the individual workplace, and the generation of simple spaces around the internal functions of a program;
- the design of the envelope containing simple functional spaces, with regard to climatic and other environmental considerations as well as the functional connections between inside and out;
- consideration of strategies for assembling a number of functionally related spaces on plan, and introduction to the full production cycle of a building;
- the organisation in plan and section of a more varied number of functional spaces within a contained envelope;
- use of colour, materials and graphics as an integral part of the design process.

Working Method
Students will usually work in groups of 8-10, with the guidance of a group tutor. In addition tutors with particular knowledge of the study areas will act as specialist consultants in running the problem-based exercises.

Hours
Contact hours vary from week to week depending upon the stage of development of the design problem, but average approximately 15 hours per week for full-time students. An overall personal time commitment of 50 hours per week for full-time students is assumed, although this will vary between students. The time commitment of part-time students in the Bachelor of Architecture degree is approximately two-thirds that of full-time students.
STUDY AREAS

The topics covered during the course of the problem-based exercises in Architecture I are outlined in each of the study areas as follows:

Professional Skills:
- architectural communication, including interviewing, report writing, drawing, model making, photography, video;
- development of communication skills, including colour, graphics;
- introduction to word processing and other business applications of computers;
- introduction to computing equipment;
- measured drawing of a simple structure.

User Studies:
- patterns of work in the community and the need generated for buildings;
- needs of client and user for simply defined problems;
- ergonomics of the workplace;
- user interaction with electronic equipment.

Site Studies:
- variety of landscape conditions in the Hunter Valley and its natural elements;
- patterns of development in the Hunter Valley;
- measured drawing of a simple structure and its site;
- simple site surveys, contour surveys and site analysis.

Cultural Studies:
- the history of Australian Architecture having regard to the styles of Architecture;
- the functional tradition in western architecture, from 1800 to the present;
- the strengths and limitations of the functionalist philosophy in modern architecture.

Design Studies:
- introduction to design processes;
- introduction to architectural design theory;

Technical Studies:
- light, small-scale framed structures in timber;
- introduction to basic structural types;
- concepts of dead, live and wind loadings, of elementary load analysis, of equilibrium of forces and force analysis, of transmission of forces in a structural system and load path analysis, and of structural stability;
- selection, design and detailing of appropriate constructional solutions for simple framed floor construction, wall construction and medium size low-pitched roof constructions, with alternative claddings and linings;
- simple joinery components and fixtures;
- materials for simple building and an understanding of how those materials behave from a technical, economical and environmental viewpoint;
- wired and piped services systems for a small building;
- interactions between buildings and their environment, and between people and their workplace environments;
- problems of noise and glare, and environmental factors affecting the design of a simple building;
- solar geometry and passive solar control;
- principles of energy efficient design;
- implementation techniques, cost planning and analysis.

Implementation Studies:
- focus on the role of the architect as an individual employee;
- consideration of individual (personal) management skills, management of small group activities, and issues of professional ethics.

ARCH111 ARCHITECTURE I (PART 1) 40cp
This subject covers the contents of the first half of Architecture I. It is offered only in exceptional circumstances and if suitable arrangements can be made within the department.

ARCH112 ARCHITECTURE I (PART 2) 40cp
This subject covers the content of the second half of Architecture I. It is offered only in exceptional circumstances and if suitable arrangements can be made within the department.

ARCH210 ARCHITECTURE II 80cp

STUDY AREAS

The topics covered in the study areas in Architecture II include the following:

Professional Skills:
- development and application of skills in all areas of architectural communication;
- introduction to production drawing;
- use of prepared computer programs for testing design performance;
- development of simple computer programming techniques relating to aspects of the building process.

User Studies:
- housing provision in the community and the needs of different user groups;
- individual and social factors influencing house design and concepts of community and privacy;
- methods for identifying client and user needs;
- needs of handicapped and other special user groups.

Site Studies:
- photographic, contour and dimensional surveys of a site to enable analysis and preliminary design;
- landscape problems of underground services, slope, terracing, steps and drainage;
- grass, shrub and tree environments integrated with building design.

Cultural Studies:
- investigation, through study of historical models, of issues arising in the design problems;
- evolution of house form in relation to social structure;
- creation of community and privacy both within the dwelling and in groupings of dwellings and villages;
- detail design of forms and materials in the dwelling;
- impact of technological developments on dwelling form and construction;
- key developments in the design of housing in the nineteenth and twentieth centuries in Europe, North America and Australia.

Design Studies:
- development of architectural design theory;
- introduction to conceptual design processes;
- introduction to study of graphic/analytic tools;
- schematic design of elements of architecture.

Technical Studies:
- analysis of simple trusses and beams;
- further concepts in structural stability;
- concepts of strength of materials, stress analysis and deformations;
- elementary concept of aggregation of structural elements to form a complete structure and of continuity in structural systems;
- load-bearing masonry construction to three storeys;
- simple concrete floors; light timber and steel trusses; simple stair forms; retaining walls;
- materials and technology for load bearing, load carrying and retaining structures; structural stability of buildings for buildings;
- environmental appraisal of residential sites;
- physiological and psychological comfort requirements for home activities;
- thermal and acoustic performance of materials and construction methods used in residential construction;
- environmental separation of incompatible activities;
- types of specification, specification writing;
- specification for a house;
- basic estimating methods and estimates for a house.

Implementation Studies:
- focus on the small practice (including the sole practitioner);
- the impact on practice of private and public clients and small-scale builders;
- modes of practice in small firms;
- communication and documentation systems;
- simple contracts and tenders;
- quality, quantity, costs and time controls.

In addition to the core program, the scope of which is indicated above, students in Architecture II undertake an elective component which allows them to study some aspect of architecture in greater depth.

ARCH211 ARCHITECTURE II (PART 1) 40cp
This subject covers the content of the first half of Architecture II. It is offered only in exceptional circumstances and if suitable arrangements can be made within the department.

ARCH212 ARCHITECTURE II (PART 2) 40cp
This subject covers the content of the second half of Architecture II. It is offered only in exceptional circumstances and if suitable arrangements can be made within the department.

ARCH310 ARCHITECTURE III 80cp

STUDY AREAS

Architecture III extends the scale and complexity of design problems by considering a variety of public building types, under the theme of "problems of public space". These entail the study
of a new group of public, institutional clients and of a much wider diversity of users. Strategies for the organization of hierarchies of space, and of circulation of large numbers of people, must be considered. The complexity of the design problems is increased not only by the number and interrelationships of the spaces involved, but also by their specialist functions, for performance, display and assembly. These entail further study of acoustics and of the design of natural and artificial lighting conditions. Constructional and structural concepts and methods appropriate to the building types are studied, as are the more onerous requirements for communication with other members of the building team through drawings and specifications, for cost control and for the overall management of the project. The building problems studied in Architecture III also provide the opportunity for the study of a wide range of historical models, both from Australia and overseas, and of the formal and cultural issues they present.

STUDY AREAS

The study area topics for Architecture III cover the following:

**Professional Skills:**
- development of techniques in architectural communication for testing and presenting larger design proposals;
- production drawings for larger projects;
- applications, capabilities and relative costs of computer systems in the building industry;
- computer programs for technical and design evaluations;
- computers for draughting and design;
- computer-based specifications.

**User Studies:**
- assessment of need for different types of public facilities in the community;
- public sector clients and other parties involved in the commissioning of public buildings.

**Site Studies:**
- requirements for traffic, parking and services in relation to public buildings;
- landscape design of the urban park and garden.

**Cultural Studies:**
- survey of the history of European architecture;
- individual study of selected aspects of history of European Architecture;
- individual study of selected historical examples.

**Design Studies:**
- concepts of symbolism, formality and order in public architecture;
- development of conceptual and detailed design processes;
- development of architectural design theory;
- introduction to formal architectural design analysis;
- detailed design of elements of architecture.

**Technical Studies:**
- continuity in structural systems and their effects on structural analysis, design and construction;
- structural design of simple structural elements using concrete and steel;
- frame and floor systems;
- concepts of joint design;
- architectural implications of steel and concrete construction for medium sized public buildings;
- sub-soil investigation and foundation design;
- construction design and detailing of frame systems, basements, floors, walls, roofs, claddings, internal elements and finishes;
- selection and performance of materials and components;
- fire protection, fire resisting construction;
- building compartmentation and means of escape;
- piped and wired services, air-conditioning systems, lifts and escalators;
- environmental appraisal of civic sites;
- techniques of assessment and control of environmental conditions in the design process, with special reference to thermodynamics, ventilation and air-conditioning, lighting and acoustics, in the context of public buildings;
- pre-contract cost planning;
- post-contract cost control;
- methods of writing specifications, and use of master specifications.

**Implementation Studies:**
- focus on the medium-scale practice;
- traditional and alternative modes of practice;
- traditional and alternative modes of project management;
- consideration of traditional and alternative documentation systems;
- traditional and alternative means of quality, time and cost control;
- introduction to complex network analysis for decision and planning;
- types of specifications, and legal and technical considerations;

In addition to the core program, the scope of which is indicated above, students in Architecture III undertake an elective component which allows them to study some aspect of architecture in greater depth.

**ARCH311 ARCHITECTURE III (Part 1) 40cp**

This subject covers the content of the first half of Architecture III. It is offered only in exceptional circumstances and if suitable arrangements can be made within the department.

Details on availability and content may be obtained from the Dean or Faculty Secretary.

**ARCH312 ARCHITECTURE III (Part 2) 40cp**

This subject covers the content of the second half of Architecture III. It is offered only in exceptional circumstances and if suitable arrangements can be made within the department.

Details on availability and content may be obtained from the Dean or Faculty Secretary.
In architecture the content of architectural design problem as or Faculty Secretary.

This subject is taken over one semester of part-time study and introduced in the latter part of the previous year. Students are thus be employed for.

Details of the conditions which apply are available from the Dean or Faculty Secretary.

ARCH511 ARCHITECTURE IV (PART 1) 55cp
This subject is taken over one year of part-time study and covers the content of the first two-thirds of Architecture IV. Enrolment is subject to certain conditions, in particular that the student must be employed for the full period in an architect's office.

Details of the conditions which apply are available from the Dean or Faculty Secretary.

ARCH512 ARCHITECTURE IV (PART 2) 25cp
This subject is taken over one semester of part-time study and covers the content of the final third of Architecture IV. Enrolment is subject to certain conditions, in particular that the student must be employed for the full period in an architect's office.

Details of the conditions which apply are available from the Dean or Faculty Secretary.

ARCH510 ARCHITECTURE V 80cp

PROBLEM-BASED EXERCISES
In the final year of study, students are able to select a major architectural design problem as the basis for their program of work through the year. This choice is intended to allow each student to choose a design problem which best suits their individual interests and likely context of future practice. The chosen project is expected to be a demanding one, extending the areas of knowledge and skills developed over the previous years of study and allowing the student to present their achievement in some depth.

In order to allow students to research the typology and precedents of their selected projects, and to become familiar with the opportunities and constraints of the locality and with the modus operandi of the client type, the Architecture V program is introduced in the latter part of the previous year. Students are thus encouraged to have their project type and locality selected and approved in principle before the end of Year 4, so that some reading, visiting and information gathering can be conducted over the long vacation. Guidance on the scope of this work will be provided.

Students will be able to choose a tutor for the program, subject to staff availability, and will work under the general direction of a Year Manager who will provide guidance on all aspects of its development.

STUDY AREAS
The elective problem is intended to provide the vehicle for the development of knowledge and skills in all seven study areas, and the final presentation of material, on which assessment will be based, will include documentation to support this. As a guide, the scope of evidence of competence expected in each area is as follows:

Professional Skills:
- all conventional areas of graphic presentation and modeling suitable for communication with client and users, with other members of the design team, and with contractors;
- written and oral communication;
- appropriate use of computer applications at all stages.

User Studies:
- appraisal of needs and intentions of client and users;
- understanding of wider social and economic context of the project;
- use of quantitative methods to test the feasibility of the project.

Site Studies:
- analysis of site data and development of appropriate design strategies and solutions;
- analysis of urban design context and development of appropriate design strategies and solutions;
- analysis of landscape context and development of appropriate design strategies and solutions.

Cultural Studies:
- investigation of the historical context of the site and development of appropriate response;
- investigation of the history of the building type and assessment of current tendencies;
- awareness of current theories of architecture, and their implications for the project.

Design Studies:
- distillation and application of a personal theory of architecture;
- development of a progressive design strategy, appropriate to the project type, site particularities and at each stage, to the level of the problem.

Technical Studies:
- selection and schematic design of an appropriate structural solution;
- selection of constructional systems, components and materials and the design of key elements to a detailed level;
- resolution of design for structure, fabric and services at a general and detail level;
- design for safety and security;
- selection of schematic design of passive and active responses to climate;
- assessment of environmental impact;
- design for environmental control;
- preparation of outline specification;
SECTION SIX

Although the development of knowledge and expertise in the individual disciplines which contribute to the practice of building and quantity surveying is important, it is equally important that the interaction between the areas of knowledge is appreciated, and that the integrative nature of the building process is understood. The method adopted for developing the study areas is thus intended to reflect the way in which builders and quantity surveyors respond to problems in practice.

Integrated Learning

Rather than regard the various study areas as discrete pieces of information which can be assimilated independently of one another, students are presented with a linked series of tasks or projects of the type encountered during the building procurement and production process, and so designed to develop the various areas of skill and knowledge appropriate to that level of the course.

Hours

Internal Studies

Contact hours for internal students will average 21 hours per week.

External Studies

The work load for external students will average 20 hours per week.

Assessment

Students will be assessed by examination, assignments and continuous assessment.

Credit Points

Credit Point values associated with each subject will be shown to the right of the subject heading and will be abbreviated to 'cp'.

Texts

Learning Units and other specially prepared texts will be made available during the course of the projects to support the development of appropriate skills and knowledge. These Learning Units will complement the text books appropriate to each study area.

Course Structure

The weighting and focus given to the four study areas is illustrated in the diagram below. Integration between study areas is achieved by the fact that individual projects in each study area will simultaneously address the same building type. Additionally and at various stages throughout the course students will also undertake an integrative major project which will draw on all four study areas.

STUDY AREAS

The topics covered during the course of Building I are outlined in each of the study areas as follows:

Communication

• Communication skills including letter writing, report writing, graphs, photography and verbal presentation;

• Introduction to word processing and other business applications of computers including electronic office equipment.

Technical Studies

Building Construction and Materials

• Introduction to domestic scale construction;

• Simple footings and retaining walls;

• Brickwork;

• Timber framed construction;

Economics

• Building management, project management;

• Building law and ethics.

Management

• Organisational behaviour;

• Building management, project management;

• Professional practice;

• Building law and ethics.

These four study areas define the scope of the curriculum, and are described in more detail under the subject descriptions which follow. Students will be expected to attain a required level of competence in all four study areas at each level of the course. However the study areas do not exist as independent subjects; the essence of the integrated approach is that the knowledge and skills acquired in each study area must be capable of being applied in the context of other parallel areas of skill and knowledge.

Introduction

The internal Bachelor of Building Degree is a four year program designed to prepare students for a professional career in either building or quantity surveying.

The degree program is structured in an integrated form of study in which all the various discipline areas are treated within the single subject 'Building'. This integrated format applies in all four years of the course, so that students enrol in one of the single subjects Building I, II, III or IV. In each of these subjects specific areas of knowledge and skill are developed, and these are grouped into four study areas for the purposes of assessment and the statement of objectives.

The Building Degree program is also integrated with the Architecture program. Students of Architecture, Building and Quantity Surveying will undertake projects with the same theme but with different emphasis and perspectives. This integrative approach attempts to overcome the normally perceived barriers which exist between the process of design and the process of construction.

External Studies

The external Bachelor of Building degree is a six year program designed for students currently working in the disciplines of building and quantity surveying who wish to pursue a professional career.

The degree has the same objectives and is structured similarly to the internal program, in an integrated form of study. Students enrol in one of the single subjects Building 151, 152, 153, 251, 252, 253, 351, 352, 353, 451, 452, 453 each subject representing one half year of the course.

Study Areas

The study areas developed through each subject of the course are as follows:

Communication

• Various forms of communication - graphic, written, verbal;

• Computer applications.

Technical Studies

• Building technology - materials and construction;

• Structures;

• Services;

• Environmental studies.

Economics

• Quantity and surveying measurement and estimating;

• Cost planning and control;

Management

• Organisational behaviour;

• Building management;

• Project management;

• Professional practice;

• Building law and ethics.

Although the development of knowledge and expertise in the individual disciplines which contribute to the practice of building and quantity surveying is important, it is equally important that the interaction between the areas of knowledge is appreciated, and that the integrative nature of the building process is understood. The method adopted for developing the study areas is thus intended to reflect the way in which builders and quantity surveyors respond to problems in practice.

Integrated Learning

Rather than regard the various study areas as discrete pieces of information which can be assimilated independently of one another, students are presented with a linked series of tasks or projects of the type encountered during the building procurement and production process, and so designed to develop the various areas of skill and knowledge appropriate to that level of the course.

Hours

Internal Studies

Contact hours for internal students will average 21 hours per week.

External Studies

The work load for external students will average 20 hours per week.

Assessment

Students will be assessed by examination, assignments and continuous assessment.

Credit Points

Credit Point values associated with each subject will be shown to the right of the subject heading and will be abbreviated to 'cp'.

Texts

Learning Units and other specially prepared texts will be made available during the course of the projects to support the development of appropriate skills and knowledge. These Learning Units will complement the text books appropriate to each study area.

Course Structure

The weighting and focus given to the four study areas is illustrated in the diagram below. Integration between study areas is achieved by the fact that individual projects in each study area will simultaneously address the same building type. Additionally and at various stages throughout the course students will also undertake an integrative major project which will draw on all four study areas.

STUDY AREAS

The topics covered during the course of Building I are outlined in each of the study areas as follows:

Conclusion
Environmental Studies

- interactions between buildings and the environment;
- comfort criteria;
- thermal performance of domestic buildings;
- problems of noise and glare;
- productivity and the working environment;
- solar geometry and passive solar control;
- lighting design principles;
- principles of energy efficient design.

Structures

- introduction to basic structural types;
- introduction to forces and moments;
- concepts of dead, live, wind and earthquake loadings;
- load analysis;
- force analysis;
- concepts of equilibrium;
- load path analysis;
- structural aspects of brick veneer, post and beam and stud frames construction;
- analysis of roof trusses and beams;
- introduction to portal frames;
- approximate sizing of structural elements;
- concepts of structural stability.

Surveying

- principles of measurement;
- taking levels;
- setting out domestic scale buildings;
- setting out large ground slabs;
- plumbing of steel and precast concrete framed buildings.

Economics

Building Economics and Cost Planning

- introduction to macro-economics;
- major variables in capital cost prediction;

Quantity Surveying Measurement and Estimating

- introduction to the concepts of measurement;
- single rate methods of prediction;
- measure and estimate:
  - minor site works;
  - timber framed construction;
  - brickwork;
  - doors and windows;
  - domestic services;
  - single industrial services;
  - finishing trades;
  - roadworks (pavement, car parks);
  - steelwork;
  - ground slabs.

Management

- introduction to management theory;
- introduction to time management;
- introduction to programming;
- use of bar charts and other programming tools;
- organisation of simple industrialised systems.

BLDG151 BUILDING 151 30cp
This subject is taken over one semester of part-time, external study (Year 1, Semester 1) and covers the syllabus and content of the first third of BNDG110. The building types studied in this unit are as follows:
- home extension
- warehouse

BLDG152 BUILDING 152 25cp
This subject is taken over one semester of part-time, external study (Year 1, Semester 2) and covers the syllabus and content of the second third of BNDG110. The building type studied in this unit is as shown:
- detached house

BLDG153 BUILDING 153 25cp
This subject is taken over one semester of part-time, external study (Year 2, Semester 1) and covers the syllabus and content of the final third of BNDG110. The building types studied in this unit are as follows:
- cluster of town houses;
- low energy house

BLDG210 BUILDING II 80cp
Introduction
On completion of Building I the student will have developed a sound technical knowledge of simple building types. The emphasis in Building II is on developing a student’s ability to apply this technical knowledge to a series of management and economic problems. Technical studies will also continue to improve the student’s proficiency in this study area.

As in Building I the technical complexity of problems will increase throughout the progression of the year. In BLDG210 the following building types will be studied sequentially:
- 2 storey office
- high school;
- shopping centre.

STUDY AREAS

The topics covered in the study areas in Building II include the following:

Communication
- development and application of presentation skills to client bodies;
- computer techniques in bill preparation and estimating;
- use of macro commands in computer aided design.

Technical Studies

Building Construction and Materials
- frame and floor systems;
- industrialised building systems;
- detailed construction of basements, floors, walls, roofs, cladings internal elements and finishes;
- selection and performance of materials and components;
- assembly implications of steel and concrete construction.

Building Services
- piped and wired services;
- air conditioning systems, lifts and escalators;
- fire protection and fire resisting construction;
- building automated systems (BAS).

Environmental Studies
- zoning and compartmentation of buildings;
- principles, requirements and modelling of building thermal performance;
- energy management principles.

Structures
- further concepts of structural stability;
- concepts of strength of materials, stress analysis and deformations;
- elementary concepts of aggregation of structural elements to form a complete structure;
- continuity in structures;
- analysis of portal frames;
- introduction to concrete floors;
- concepts of framing systems for multi-storey buildings (up to 5 storeys);
- structural aspects of masonry construction;
- approximate sizing of structural elements.

Surveying
- use of electronic measurement instruments;
- condition surveys of existing buildings.

Economics

Building Economics and Cost Planning
- cost modelling;
- systems approach to cost planning;
- application of cost planning and cost control systems to building;
- design and construction processes.

Quantity Surveying Measurement and Estimating
- measure and estimate:
  - steel and concrete frame construction;
  - curtain walling systems;
  - shop fitting;
  - lifts, fire detection, security systems;
  - alterations to existing buildings.

Management
- construction planning techniques;
- site organisation and processes;
- materials and plant management systems;
- preparation of feasibility studies;
- bidding strategies;
- turnkey (package deal) projects;
- industrial relations;
- client liaison.

BLDG251 BUILDING 251 30 cp
This subject is taken over one semester of part-time, external study (Year 2, Semester 2) and covers the syllabus and content of the first third of BNDG210. The building type studied in this unit is as shown:
- 2-storey office

BLDG252 BUILDING252 25cp
This subject is taken over one semester of part-time, external study (Year 3, Semester 1) and covers the syllabus and content of the second third of BNDG210. The building type studied in this unit is as shown:
- high school

BLDG253 BUILDING253 25cp
This subject is taken over one semester of part-time, external study (Year 3, Semester 2) and covers the syllabus and content of the final third of BNDG210. The building type studied in this unit is as shown:
- shopping centre
SECTION SIX

BACHELOR OF BUILDING

BDLG310 BUILDING III 80cp

Introduction

Building III extends the students’ horizons by considering buildings which present a high degree of complexity and also by the introduction of some aspects of civil engineering works. A strong emphasis is placed on the management and economic aspects of the building procurement and production process. On completion of this year students should have well developed organisational and problem solving abilities and be capable of applying these abilities in situations of some technical complexity.

In BDLG310 the following project types will be studied sequentially:

- rehabilitation of office building;
- CBD development;
- roads and bridges;
- high rise development;
- office building rehabilitation;
- simulation;
- optimisation.

STUDY AREAS

The topics covered in the study areas in Building III include the following:

Communication and Computing Studies

- computer based operations research techniques:
  - simulation;
  - optimisation.

Technical Studies

Building Construction and Materials

- site investigation of urban blocks including ground conditions and services;
- foundation systems and deep basement construction;
- curtain walling and cladding systems for high rise buildings;
- roofing systems for major urban developments; including glazed roof, roof gardens and tensile structures;
- roads and bridges;
- civil engineering plant and equipment.

Building Services

- services for large buildings of multiple use and occupation;
- safety and security systems, compartmentation, smoke control, means of escape.

Environmental Studies

- environmental appraisal of public urban space;
- interaction of major buildings and their environments;
- control of internal environments of building complexes;
- wind, rain and solar loads on high rise buildings.

Structures

- continuity in structural systems;
- structural design of structural elements using concrete and steel;
- analysis of building frame;
- floor systems - one way, two way, flat slabs, flat plates, waffle slabs, composite etc;
- concepts of joints design;
- structural aspects of medium to high rise buildings;
- elementary concepts of large span light weight systems;
- elementary concepts of precast concrete systems.

Economics

Building Economics and Cost Planning

- asset management;
- energy management;
- comparative cost studies;
- sensitivity analyses;
- risk management.

Quantity Surveying Measurement and Estimating

- measurement and estimating of civil engineering works;
- gaming and bidding theory;
- statistical approach to estimating major buildings.

Management

- management of professional and site offices;
- claims and contractual issues;
- management of the project team;
- financial control of building at all stages of design and production;
- logistic of construction management of a major building on a constrained urban site;
- building project management;
- professional indemnity insurance.

STUDY AREAS

The topics covered in the study areas in Building III include the following:

Communication and Computing Studies

- computer based operations research techniques:
  - simulation;
  - optimisation.

Technical Studies

Building Construction and Materials

- site investigation of urban blocks including ground conditions and services;
- foundation systems and deep basement construction;
- curtain walling and cladding systems for high rise buildings;
- roofing systems for major urban developments; including glazed roof, roof gardens and tensile structures;
- roads and bridges;
- civil engineering plant and equipment.

Building Services

- services for large buildings of multiple use and occupation;
- safety and security systems, compartmentation, smoke control, means of escape.

Environmental Studies

- environmental appraisal of public urban space;
- interaction of major buildings and their environments;
- control of internal environments of building complexes;
- wind, rain and solar loads on high rise buildings.

Structures

- continuity in structural systems;
- structural design of structural elements using concrete and steel;
- analysis of building frame;
- floor systems - one way, two way, flat slabs, flat plates, waffle slabs, composite etc;
- concepts of joints design;
- structural aspects of medium to high rise buildings;
- elementary concepts of large span light weight systems;
- elementary concepts of precast concrete systems.

Economics

Building Economics and Cost Planning

- asset management;
- energy management;
- comparative cost studies;
- sensitivity analyses;
- risk management.

Quantity Surveying Measurement and Estimating

- measurement and estimating of civil engineering works;
- gaming and bidding theory;
- statistical approach to estimating major buildings.

Management

- management of professional and site offices;
- claims and contractual issues;
- management of the project team;
- financial control of building at all stages of design and production;
- logistic of construction management of a major building on a constrained urban site;
- building project management;
- professional indemnity insurance.

SECTION SIX

BACHELOR OF BUILDING

The building type studied in this unit is as shown:

- high rise development

BDLG410 BUILDING IV 80cp

Introduction

In the first semester of BDLG410, students focus on a major project, viz a hospital. In the second semester, students undertake a research project of their own choosing. This choice is intended to allow each student to choose projects which best suit their individual interest and in particular allow students to explore a specialisation in either quantity surveying or building. The chosen projects are expected to be demanding, extending the areas of knowledge and skills developed over the previous years of study and allowing the students to present their achievements in some depth.

Students will be able to choose a tutor for the program, subject to staff availability, and will work under the general direction of a Year Manager who will provide guidance in all aspects of its development.

STUDY AREAS

The selected projects are intended to provide the vehicle for the development of knowledge and skills in all four study areas. The final presentation of material, on which assessment will be based, will include documentation to support this. As a guide, the scope of evidence of competence in each area is as follows:

Communication

- written and oral communication with clients and consultants;
- appropriate use of computers through all stages of the building procurement and construction process.

Technical Studies

- selection and schematic design of an appropriate structural solution;
- basic unit aggregation patterns, pattern manipulations, etc;
- structural design issues;
- innovative structural systems;
- design and construction of formwork;
- strategies for integration of structures, fabric and services at a detailed level;
- strategic management of environmental issues.

Economics

- comparative economic analysis techniques - life cycle, costing, cost benefit analyses, threshold analyses;
- progressive development of cost planning and cost control throughout all stages of the design and construction process.

Management

- focus on professional development of the individual personal attitudes and skills for effective design and control of complex projects;
RULES GOVERNING THE DEGREES OF MASTER OF ARCHITECTURE AND 
MASTER OF BUILDING

Part I - General

1. (1) These Rules prescribe the conditions and requirements relating to the degrees of Master of Architecture, Master of Arts, Master of Building, Master of Commerce, Master of Education, Master of Educational Studies, Master of Engineering, Master of Engineering Science, Master of Mathematics, Master of Psychology (Clinical), Master of Psychology (Educational), Master of Science, Master of Medical Science, Master of Scientific Studies, Master of Special Education and Master of Surveying.

(2) In these Rules and the Schedules thereto, unless the context or subject matter otherwise indicates or requires:

"Faculty Board" means the Faculty Board of the Faculty responsible for the course in which a person is enrolled or is proposing to enrol;

"program" means the program of research and study prescribed in the Schedule;

"Schedule" means the Schedule of these Rules pertaining to the course in which a person is enrolled or is proposing to enrol; and

"thesis" means any thesis or dissertation submitted by the candidate.

(3) These Rules shall not apply to degrees conferred honoris causa.

(4) A degree of Master shall be conferred in one grade only.

2. An application for admission to candidature for a degree of Master shall be made on the prescribed form and lodged with the Secretary to the University by the prescribed date.

3. (1) To be eligible for admission to candidature an applicant shall:

(a) have satisfied the requirements for admission to a degree of Bachelor in the University of Newcastle as specified in the Schedule; or

(b) have satisfied such other requirements as may be specified in the Schedule.

(2) Unless otherwise specified in the schedule, applications for admission to candidature shall be considered by the Faculty Board which may approve or reject any application.

(3) An applicant shall not be admitted to candidature unless adequate supervision and facilities are available. Whether these are available shall be determined by the Faculty Board unless the Schedule otherwise provides.

4. To qualify for admission to a degree of Master a candidate shall enrol and satisfy the requirements of these Rules including the Schedule.

5. The program shall be carried out:

(a) under the guidance of a supervisor or supervisors either appointed by the Faculty Board or as otherwise prescribed in the schedule; or

(b) as the Faculty Board may otherwise determine.

6. Upon request by a candidate the Faculty Board may grant leave of absence from the course. Such leave shall not be taken into account in calculating the period for the program prescribed in the Schedule.

7. (1) A candidate may withdraw from a subject or course only by informing the Secretary to the University in writing and such withdrawal shall take effect from the date of receipt of such notification.

(2) A candidate who withdraws from any subject after the relevant date shall be deemed to have failed in that subject unless granted permission by the Dean to withdraw without penalty. The relevant date shall be:

(a) in the case of a subject offered in the first half of the academic year, the last Monday of first term;

(b) in the case of a subject offered in the second half of the academic year, the fourth Monday of third term;

(c) in the case of any other subject, the last Monday of second term.

8. (1) If the Faculty Board is of the opinion that the candidate is not making satisfactory progress towards the degree then it may terminate the candidature or place such conditions on its continuation as it deems fit.

(2) For the purpose of assessing a candidate's progress, the Faculty Board may require any candidate to submit a report or reports on his or her progress.

(3) A candidate against whom a decision of the Faculty Board has been made under Regulation 8(1) of these Rules may request that the Faculty Board cause the case to be reviewed. Such request shall be made to the Dean of the Faculty within seven days from the date of posting to the candidate the advice of the Faculty Board's decision or such further period as the Faculty Board may specify.

(4) A candidate may appeal to the Vice-Chancellor against any decision made following the review under Regulation 8(3) of these Rules.

9. In exceptional circumstances arising in a particular case, the Senate, on the recommendation of the Faculty Board, may relax any provision of these Rules.

Part II - Examination and Results

10. The Examination Rules approved from time to time by the Council shall apply to all examinations with respect to a degree of Master with the exception of the examination of a thesis which shall be conducted in accordance with the provisions of Rules 12 to 16 inclusive of these Rules.

11. The Faculty Board shall consider the results in subjects, the reports of examiners and any other recommendations prescribed in the Schedule and shall decide:

(a) to recommend to the Council that the candidate be admitted to the degree; or

(b) in a case where a thesis has been submitted, to permit the candidate to resubmit an amended thesis within twelve months of the date on which the candidate is advised of the result of the first examination or within such longer period of time as the Faculty Board may prescribe; or

(c) to require the candidate to undertake such further oral, written or practical examinations as the Faculty Board may prescribe; or

(d) not to recommend that the candidate be admitted to the degree, in which case the candidature shall be terminated.

Part III - Provisions Relating to Theses

12. (1) The subject of a thesis shall be approved by the Faculty Board on the recommendation of the Head of the Department in which the candidate is carrying on his research.

(2) The thesis shall not contain as its main content any work or material which has previously been submitted by the candidate for a degree in any tertiary institution unless the Faculty Board otherwise permits.

13. The candidate shall give to the Secretary to the University three months' written notice of the date he expects to submit a thesis and such notice shall be accompanied by any prescribed fee.

14. (1) The candidate shall comply with the following provisions concerning the presentation of a thesis:

(a) the thesis shall contain an abstract of approximately 200 words describing its content;

(b) the thesis shall be typed and bound in a manner prescribed by the University;

(c) three copies of the thesis shall be submitted together with:

(i) a certificate signed by the candidate that the main content of the thesis has not been submitted by the candidate for a degree at any other tertiary institution; and

(ii) a certificate signed by the supervisor indicating whether the candidate has completed the program and whether the thesis is of sufficient academic merit to warrant examination; and

(iii) if the candidate so desires, any documents or published work of the candidate whether bearing on the subject of the thesis or not.

(2) The Faculty Board shall determine the course of action to be taken should the certificate of the supervisor indicate that in the opinion of the supervisor the thesis is not of sufficient academic merit to warrant examination.

15. The University shall be entitled to retain the submitted copies of the thesis accompanying documents and published work. The University shall be free to allow the thesis to be consulted or borrowed and, subject to the provisions of the Copyright Act, 1968 (Com), may issue it in whole or in part in photostat or microfilm or other copying medium.

16. (1) For such candidate two examiners, at least one of whom shall be an external examiner (being a person who is not

*At present there is no fee payable."
SECTION SEVEN

MASTERS DEGREE RULES

a member of the staff of the University shall be appointed by the Faculty Board or otherwise as described in the Schedule.

2. If the examiners' reports are such that the Faculty Board is unable to make any decision pursuant to Regulation 11 of these Rules, a third examiner shall be appointed either by the Faculty Board or otherwise as prescribed in the Schedule.

SCHEDULE 1 — MASTER OF ARCHITECTURE

1. The degree of Master of Architecture shall be a degree of research offered in the Faculty of Architecture.

2. (1) To be eligible for admission to candidacy an applicant shall:
   (a) have satisfied the requirements for admission to the degree of Bachelor of Architecture from the University of Newcastle or any other approved university;
   (b) in exceptional cases, produce evidence of such academic and professional attainments as may be approved by the responsible body;

   (2) Diplomates of the New South Wales Department of Technical and Further Education seeking admission to candidate under the provisions of section 2(1)(b) of this Schedule shall be required to produce evidence of academic and professional progress over a period of at least five years from the time of gaining the diploma.

3. To qualify for admission to the degree, a candidate shall complete, to the satisfaction of the responsible body, a program consisting of:
   (a) such work and examinations as may be prescribed by the Faculty Board and the responsible body;
   (b) a thesis embodying the results of an original investigation.

4. The program shall be completed in:
   (a) not less than two academic years except that, in the case of a candidate who has completed the requirements for a degree of Bachelor with honours or a qualification deemed by the responsible body to be equivalent or who has had previous research experience, the responsible body may reduce this period to not less than one academic year, and
   (b) except with the permission of the responsible body, not more than 5 years.

PhD(ARCHITECTURE)

A research PhD(ARCHITECTURE) is offered. The proposed rules are to be endorsed by Council. Further information can be obtained from the Postgraduate Studies and Scholarships section. You are also referred to the University's "Guidelines for Research Higher Degree Programmes".

SCHEDULE 23 — MASTER OF BUILDING

1. The degree of Master of Building shall be a degree of research offered in the Faculty of Architecture.

2. (1) To be eligible for admission to candidacy an applicant shall:
   (a) have satisfied the requirements for admission to the degree of Bachelor of Building from the University of Newcastle or any other approved university; or
   (b) in exceptional cases produce evidence of such academic and professional attainments as may be approved by the responsible body;

   (2) Diplomates of the New South Wales Department of Technical and Further Education seeking admission to candidate under the provisions of section 2(1)(b) of this Schedule shall be required to produce evidence of academic and professional progress over a period of at least five years from the time of gaining the diploma.

3. To qualify for admission to the degree, a candidate shall complete, to the satisfaction of the responsible body, a program consisting of:
   (a) such work and examinations as may be prescribed by the Faculty Board and the responsible body; and
   (b) a thesis embodying the results of an original investigation.

4. The program shall be completed in:
   (a) not less than two academic years except that, in the case of a candidate who has completed the requirements for a degree of Bachelor with honours or a qualification deemed by the responsible body to be equivalent or who has had previous research experience, the responsible body may reduce this period to not less than one academic year, and
   (b) except with the permission of the responsible body, not more than 5 years.

SUBJECT COMPUTER NUMBERS

The subjects selected should be written on the enrolment form in the following manner.

BACHELOR OF BUILDING

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