GENERAL SECTION

CONSULT THE CALENDAR FOR:

Academic Dress
University of Newcastle Act, 1964 — 1970
By-laws
The Council
The Senate
Officers and Former Officers of the University
Prizes and Scholarships
University Medallists
Lists of Graduates and Diplomates

INTRODUCTION

The Architect is a planner of environment and designer of buildings. He is concerned not only with the aesthetics but also the technology and function of buildings and their construction. Therefore his training, in addition to developing his design talent, must include a wide range of subjects relating to Structures, Building Science and the administrative aspects of Building Construction.

In his working day the practising architect comes into contact with many facets of community life.

He must have an understanding of management, finance, accountancy, public relations, legal matters and the operating conditions of his clients from case to case. He must take an interest in the fine arts, landscaping, townplanning and a host of other fringe areas of his field. He is deeply concerned with the improvement of the environment and conservation of resources.

According to the principles of architectural education laid down by the Royal Australian Institute of Architects, a graduate in architecture should be essentially an educated person with the ability to think and to understand. The scope of architectural education should be as broad as possible and should include study in the humanities. Specialisation is not desirable at architectural undergraduate level.

The Faculty of Architecture of the University of Newcastle offers two undergraduate degree courses. A three year full-time or four year part-time course leads to a Bachelor of Science (Architecture) degree at graduation. This first undergraduate degree, or an approved equivalent degree from another university, is a prerequisite for admission to a two year full-time or a three year part-time course leading to graduation as Bachelor of Architecture.

The Faculty of Architecture at the University of Newcastle is a recognised school for registration under the Act and admission to the Royal Australian Institute of Architects.

Comparatively small in numbers, it offers more intimate and personal conditions for study than that provided by larger schools.

F. ROMBERG
Head
Department of Architecture
LOCATION

The Faculty of Architecture operates in a self-contained building in the University of Newcastle Shortland Campus. It is located North of the Ring Road adjacent to the Metallurgy Building.

The telephone number is 68 0401. For connection to the Faculty of Architecture, ask the Switchboard Operator for “Architecture” or the required party by name. Full time members may also be dialled direct on their extension numbers listed on Page 11.

The Postal Address is:
Faculty of Architecture,
The University of Newcastle,
New South Wales 2308

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PRINCIPAL DATES

1973

JANUARY

1 Monday  Public Holiday — New Year's Day
5 Friday  Last day for lodgement of Re-Enrolment Forms — Continuing Students
15 Monday  Deferred Examinations begin
19 Friday  Last day for lodgement of Applications for Admission from persons resident in Australia who were enrolled in another Australian University in 1972 or who are seeking admission on the basis of examination results which were not available by 1st November, 1972.
27 Saturday  Deferred Examinations end
29 Monday  Public Holiday — Australia Day

FEBRUARY

14 Wednesday to 16 Friday  New students required to attend the University in person to have their enrolment approved. Fees may be paid immediately after the enrolment form is approved and up to the last date for payment of First Term fees.
20 Tuesday  Last day for lodgement of enrolment approvals with the Cashier together with appropriate fees, scholarship vouchers, fees warrants or extension notices.
26 Monday  FIRST TERM begins

MARCH

16 Friday  Graduation Day

APRIL

16 Monday  Last day for withdrawal without academic penalty from Type A subjects in the Faculty of Engineering.
20 Friday  Public Holiday — Good Friday
21 Saturday to 24 Tuesday
25 Wednesday  Public Holiday — Anzac Day

MAY

12 Saturday  FIRST TERM ends

JUNE

4 Monday  SECOND TERM begins
11 Monday  Public Holiday — Queen's Birthday
15 Friday  Last day for payment of Second Term Fees without penalty.
Last day for acceptance of applications for examinations.

JULY

9 Monday  Last day for withdrawal without academic penalty from courses in all faculties, except half year subjects in the Faculty of Engineering. For information regarding fees payable on withdrawal refer to page 33.

AUGUST

11 Saturday  SECOND TERM ends
PRINCIPAL DATES

SEPTEMBER

3 Monday

THIRD TERM begins

10 Monday

Last day for withdrawal without academic penalty from Type B subjects in the Faculty of Engineering.

14 Friday

Last day for payment of Third Term Fees without penalty.

OCTOBER

1 Monday

Public Holiday — Eight Hour Day

26 Friday

Third Term Lectures and other Classes cease

NOVEMBER

3 Saturday

THIRD TERM ends

Annual Examinations begin

24 Saturday

Annual Examinations end

1974

JANUARY

14 Monday

Deferred Examinations begin

25 Friday

Deferred Examinations end

MARCH

4 Monday

FIRST TERM begins

FACULTY OF ARCHITECTURE

Dean
Professor J. J. Auchmuty

Sub-Dean
Dr. N. H. Clouten

TEACHING STAFF

Professor
(Head of Department)

Associate Professor
E. C. Parker, A.S.T.C., F.R.A.I.A.
(Seconded to Administration)

Senior Lecturers

Senior Instructor

Lecturers

Faculty Secretary
Miss Dianne Thomas (685-361)

Laboratory Attendant
Mr. P. R. Muller (685-621)
VISITING LECTURERS

Lecturer, Department of Civil Engineering

D. M. Creed, B.A., LL.B.(Australian National)  Professional Practice B
Lecturer, Department of Commerce

M. H. Davies  Building Trades
Supervisor, Building Trades, Newcastle Technical College

R. J. Ellis, M.I. Struct.E., M.S.E.  Structures III

R. W. Gibbins, B.Com.(Queensland), A.C.A.  Professional Practice B
Senior Lecturer, Department of Commerce

A. J. Guttmann, M.Sc.(Melbourne), Ph.D.(New South Wales)  Mathematics IS
Lecturer in Mathematics

A. J. Guy, F.R.A.I.H.S.  Building Services A

M. J. Hayes, B.A.(Cambridge)  Mathematics IS
Lecturer, Department of Mathematics

M. E. Herman, B.Arch.(Sydney), M.Arch.(Melbourne), Hon. D. Litt, L.F.R.A.I.A.  Australian Architecture


Senior Lecturer, Department of Civil Engineering

G. W. Nichols, B.E.  Structures I, Surveying, Building Science II B
Senior Tutor, Department of Civil Engineering

Lecturer, Department of Civil Engineering

J. A. Ramsey, M.Sc.(Melbourne), Ph.D.  Physics IC
Associate Professor, Department of Physics

R. J. Wilson, B.E.(New South Wales), M.E., M.I.E.Aust., A.M.ASCE.  Surveying
Lecturer, Department of Civil Engineering
ADMINISTRATIVE STAFF

Vice-Chancellor and Principal

Vice-Principal and Deputy Vice-Chancellor
Professor B. Newton-John, M.A.(Cambridge), F.R.S.A.

Deputy Vice-Chancellor

Personal Assistant to Vice-Chancellor
A. Nell Emanuel, B.A.(New South Wales)

—*—

BURSAR'S DIVISION

Bursar
L. W. Harris, A.A.S.A.(Senior), A.B.I.A.

Deputy Bursar
L. F. Norberry, A.A.S.A.

Accountant
G. W. Walker, A.A.S.A.

Assistant Bursar — Staff
R. J. Goodbody

—*—

SECRETARY'S DIVISION

Secretary
P. D. Alexander, B.A., Dip. Ed.(Sydney)

Student Administration
J. D. Todd, B.Com., A.A.S.A.
P. H. Beckett, B.A.(Sydney)
R. Weir, B.A.

Examinations
Glennie Jones, B.A.(New South Wales)

Faculty Secretariat
J. S. Boydell, M.A.(Cambridge)
T. G. Chapman, B.A.(Sydney)

Publications and Publicity
J. W. Armstrong, B.A.
E. Joan Bale, B.A.(New South Wales)

Statistics and Systems
D. L. Farmer, B.Sc., Dip.Ed.(Sydney)
D. S. Dunlop

—*—

PLANNER'S DIVISION

University Planner
Associate Professor E. C. Parker, A.S.T.C., F.R.A.I.A.

Assistant Planner

Staff Architect
W. J. Crook, B.Arch.(New South Wales), A.R.A.I.A.

Assistant Staff Architect
A. Lee, A.S.T.C.

Staff Engineer
ADMINISTRATIVE STAFF

UNIVERSITY COUNSELLING SERVICE

Senior Student Counsellor
A. P. T. Loftus, B.A. (Melbourne), M.A.Ps.S.

Student Counsellors
B. E. Hazell, M.A. (Sydney), M.A.Ps.S.

APPOINTMENTS OFFICE

Appointments Officer
H. Floyer, B.Ec. (Sydney)

COMPUTER CENTRE

Director
J. A. Lambert, B.Sc. (Sydney), M.Sc. (New South Wales), M.B.C.S.

Programmers
M. Capek
M. Wiseman, B.Sc. (Adelaide)

EDWARDS HALL

Warden
M. W. Blackmore, B.Sc., Ph.D. (Queen's, Belfast), A.R.I.C., A.R.A.C.I., A.C.I.A.

THE LIBRARY STAFF

University Librarian
E. Flowers, M.A. (Sydney), A.L.A.A.

Assistant University Librarian (Technical Services)
M. Elizabeth Guilford, B.A. (New England), A.L.A.A.

Assistant University Librarian (Reader Services)
Joan E. Murray, B.A. (New England), A.L.A.A.

Assistant University Librarian (Acquisitions)
Barbara R. Cook, B.A.; Dip.Lib. (New South Wales), A.L.A.A.

Assistant University Librarian (Serials)
B. Mitcheson, B.A., A.L.A.A.

Assistant Librarians
Anna M. Lee, B.Sc., A.L.A.A.
Winifred Murdoch, B.Sc. (New England), A.L.A.A.
Mary E. Rabbitt, B.A. (New South Wales), A.L.A.A.
C. I. Walsh, B.A. (Western Ontario), Dip.Lib. (New South Wales)

Graduate Library Staff
L. Faidiga, B.A.
M. Fauchon, B.A.
Barbara E. Samojlik, B.A.
Jennifer M. Scobie, B.A., Dip.Ed. (Sydney)
THE UNIVERSITY OF NEWCASTLE

The University of Newcastle began its existence as the Newcastle University College of the University of New South Wales, then known as the New South Wales University of Technology. The College was formally opened on 3rd December, 1951, and the first students were enrolled in the 1952 academic year. By the University of Newcastle Act of 1964 it became an autonomous institution on 1st January, 1965.

Enrolments in the first year of the College's existence totalled 370 of whom only five were starting degree courses—the others were seeking a diploma or were converting their diplomas into degrees. In 1954 courses in the Faculty of Arts were offered for the first time. As the New South Wales University of Technology, whose courses were given in the College, had no Faculty of Arts, supervision of these courses was entrusted to the University of New England. This relationship continued until 1959 by which time the New South Wales University of Technology had become the University of New South Wales and was empowered to offer courses in the Faculty of Arts. Enrolments have steadily increased, reaching 1000 in 1960 and 3758 in 1972.

The Newcastle University College was established on the site of the Newcastle Technical College at Tighe's Hill. In 1960 an area of some 200 acres was acquired at Shortland and building commenced in 1964. The transfer of the University began at the end of 1965. Courses in all faculties are now given on the Shortland Campus.

The University is governed by a Council of twenty-four members. The Chancellor, who acts as chairman, is chosen either within the twenty-four members or from outside, the size of the Council being increased to twenty-five in the latter instance. The Council comprises representatives of the University staff, Convocation, the students, the Legislative Council and the Legislative Assembly; nominees of the Governor; and the Vice-Chancellor, who is the chief executive officer of the University.


THE UNIVERSITY OF NEWCASTLE

The principal academic body in the University is the Senate comprising the Vice-Chancellor, Professors, a representative of each of the Faculty Boards, representatives of the students and certain other ex officio members. Teaching and research in each Faculty are supervised by a Faculty Board consisting principally of the permanent academic and teaching staff of the Departments in the Faculty and representatives of the students. A number of Boards of Studies have also been established, each board having the task of integrating or supervising activities in a particular area of interest.

The University is financed by grants from the New South Wales and Commonwealth Governments and fees paid by students. The State and Commonwealth Governments contribute equally to the cost of buildings and major items of equipment whilst with respect to recurrent expenditure, the Commonwealth contributes $1 for every $1.85 received by way of State grant and student fees.
The By-laws governing matriculation and admission to courses are set out below. The University does not conduct its own matriculation examination but recognises the New South Wales Higher School Certificate Examination and the University of Sydney Matriculation Examination for this purpose.

By-law 5.1 — Matriculation

1. (1) Except as provided in By-law 5.3.3, a candidate, before being admitted to matriculation, shall:

(a) have passed in the New South Wales Higher School Certificate Examination or the University of Sydney Matriculation Examination in at least five recognised matriculation subjects, one of which shall be English and any three of which shall be passed at least at second level; and

(b) have attained in that examination the aggregate of marks prescribed by the Senate from time to time and calculated in the manner determined by the Senate.

(2) The recognised matriculation subjects shall be:

- English
- Greek
- Chinese
- Mathematics
- Latin
- Japanese
- Science
- French
- Hebrew
- Agriculture
- German
- Dutch
- Modern History
- Italian
- Ancient History
- Bahasa Indonesia
- Art
- Geography
- Spanish
- Music
- Economics
- Russian
- Arts

(3) Mathematics and Science, both passed as full courses, together shall, for the purpose of sub-section (1) (a) of this section, be counted as three subjects, but otherwise, each shall count as one subject.

(4) The qualification for matriculation must be obtained at one examination.

2. A person who has applied to undertake a course of study as a matriculated student shall upon:

(a) the approval of his admission to a Faculty and the payment of such fees as may from time to time be determined by the Council; and

(b) signing the Matriculation Register of the University become a matriculated student of the University and shall be deemed to have accepted the privileges and obligations of membership of the University.

By-law 5.3 — Admission to Courses

1. (1) A candidate for any first degree of the University shall satisfy the conditions for admission to matriculation set out in By-law 5.1.1 or shall have been admitted to matriculation under section 3 of this By-law before entering on any course for such degree. Compliance with the conditions for admission to matriculation shall not in itself entitle a person to enter upon a course.

(2) A person who has satisfied the conditions for admission to matriculation may on the payment of such fees as may be determined by the Council from time to time be provided with a statement to that effect.

2. A candidate for any degree shall before entering on the course for that degree have satisfied any special conditions prescribed under By-law 5.2.

3. The Council may, with the advice of the Senate, admit as a matriculated student, under such conditions and with such standing as it may determine, any person who has satisfied the Council that he has reached a standard of education sufficient to enable him to pursue his proposed course.

4. The Council may, with advice of the Dean of the Faculty concerned, permit any person to enrol in a subject or subjects on payment of such fees as may be determined from time to time by the Council: Such a person, not being a matriculated student, shall not have the privileges of a matriculated student and shall not be eligible to proceed to a degree.

PREREQUISITES

Although prerequisites are not prescribed, lectures in the following faculties, courses or subjects will be given on the assumption that students will have studied for the New South Wales Higher School Certificate the subjects listed below to the level indicated:
MATRICULATION

<table>
<thead>
<tr>
<th>FACULTY</th>
<th>ASSUMPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>APPLIED SCIENCE</td>
<td>Second level Short Course Mathematics and Science including Physics and Chemistry options.</td>
</tr>
<tr>
<td>ARCHITECTURE</td>
<td>Second level Short Course Mathematics and Science.</td>
</tr>
<tr>
<td>ARTS</td>
<td>Economics I — Second level Short Course Mathematics.</td>
</tr>
<tr>
<td></td>
<td>English 1 — Second level English.</td>
</tr>
<tr>
<td></td>
<td>French 1 — Second level French.</td>
</tr>
<tr>
<td>ECONOMICS AND COMMERCE</td>
<td>Second level Short Course Mathematics.</td>
</tr>
<tr>
<td>ENGINEERING</td>
<td>Second level Short Course Mathematics and Science including Physics and Chemistry options.</td>
</tr>
<tr>
<td>MATHEMATICS</td>
<td>Second level Short Course Mathematics.</td>
</tr>
<tr>
<td>SCIENCE</td>
<td>Second level Short Course Mathematics and Science.</td>
</tr>
</tbody>
</table>

PROCEDURES

ENROLMENT

All forms relating to enrolment are obtainable from the Student Administration Office, Room G.63, Building "A".

PERSONS SEEKING ADMISSION TO AN UNDERGRADUATE COURSE AT THE UNIVERSITY OF NEWCASTLE FOR THE FIRST TIME

Students seeking admission in the 1973 academic year will be required to lodge an "Application for Admission — 1973" with the Student Administration Office not later than

(a) 5.00 p.m. on Wednesday, 1 November, 1972, in the case of:
- Persons resident in Australia who are seeking admission on the basis of qualifications which they already hold at 30 September, 1972;
- Persons resident outside of Australia provided they already possess the results of the examination on which they are relying for admission in 1973.

Persons resident outside Australia whose examination results will not be available by 1 November, 1972 will not be considered for admission in 1973. They may inquire in September, 1973 for admission in 1974.

(b) 5.00 p.m. on Friday, 19 January, 1973, in the case of:

Persons resident in Australia who
(i) are seeking admission on the basis of the results of examinations taken after 30 September, 1972;
(ii) in 1972 have been enrolled in another Australian University;
or
(iii) have applied to attempt the University of Sydney Matriculation Examination in February, 1973.

No guarantee can be given that applications received after the prescribed dates will be considered.

Applications sent by post should be addressed to The Secretary, The University of Newcastle, N.S.W. 2308.
PROCEDURES

Students proposing to attempt the University of Sydney Matriculation Examination in February, 1973 should indicate on the application for admission the subjects and levels proposed to be offered for examination, and must advise the Secretary of their results as soon as they are known.

Documentary evidence must accompany each application where studies have been carried out at secondary educational institutions outside New South Wales or where previous University studies have been undertaken.

Each student will be advised by letter of the outcome of his application and those accepted will be informed of the procedures to be followed for the completion of enrolment. However, it should be noted that new students will be required to attend the University in person to have their enrolment approved and to pay fees. The days Wednesday, 14 February to Friday 16 February, 1973 have been set aside for this purpose.

PERSONS RE-ENROLLING IN UNDERGRADUATE COURSES

Undergraduates re-enrolling will be required to complete a re-enrolment form and lodge it with the Student Administration Office on or before Friday, 5 January, 1973. Students enrolled in 1972 will be sent a re-enrolment form with the advice of their examination results in December.

A student who has taken a deferred examination or special examination will be required to lodge an Enrolment Form with the Student Administration Office within one week from the day of publication of the examination results.

Approval of Re-Enrolment

When a student's re-enrolment programme has been approved the authorised re-enrolment form will be posted to the student at his home address unless he indicates that it should be posted to any other address.

STUDENTS WISHING TO RE-ENROL AFTER A PERIOD OF EXCLUSION OR ABSENCE

A student wishing to re-enrol after exclusion or a period of absence of two years or more should apply to the Student Administration Office for an Application for Readmission form.

PROCEDURES

CANDIDATES FOR POSTGRADUATE DIPLOMA COURSES

Intending candidates for the Postgraduate Diploma courses in Business Studies, Computer Science, Education, Industrial Engineering and Psychology, will be required to complete an Application To Register Form and lodge it with the Student Administration Office on or before Friday, 19 January, 1973.

Each student whose undergraduate studies were undertaken in another University, will be required to provide a full transcript of his academic record with his application.

For further information, intending candidates should consult the entry for the appropriate Diploma course.

CANDIDATES FOR HIGHER DEGREES (DOCTOR OF PHILOSOPHY OR MASTER DEGREES)

Candidates Re-Enrolling

A letter will be sent by the University to each candidate whose re-registration is approved. A higher degree enrolment form will be enclosed with the letter and the candidate will be required to complete the form and return it to the Student Administration Office on or before Friday, 5 January, 1973.

Candidates Registering for the First Time

Doctor of Philosophy or Research Master's Candidate

Candidates wishing to register for the degree of Doctor of Philosophy or a Research Master's degree must lodge an Application to Register Form no later than one month prior to the commencement of the term in which registration is sought.

Dates by which Applications to Register must be Lodged

<table>
<thead>
<tr>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, 26 January, 1973</td>
</tr>
<tr>
<td>Friday, 4 May, 1973</td>
</tr>
<tr>
<td>Friday, 3 August, 1973</td>
</tr>
</tbody>
</table>

Course Work Master's Candidates

Candidates wishing to register for a Course Work Master's degree must lodge an Application to Register Form no later than Friday, 19 January, 1973.
PROCEDURES

NON-ACCEPTANCE

A student whose enrolment is not accepted will be notified in writing.

LATE ENROLMENTS

(i) Students who are unable to lodge their Re-Enrolment Form by the prescribed date, shall make written application to the Secretary for an extension of time. This application must be received by the Secretary on or before Friday, 5 January, 1973, otherwise the University reserves the right not to accept the student's enrolment.

(ii) No enrolments will be accepted after 31 March of each academic year without the approval of the Secretary which shall be given only in exceptional circumstances.

(iii) Deferred Examinations

A student who has taken a deferred examination or special examination will be required to lodge an Enrolment Form with the Student Administration Office within one week from the day of publication of the examination results.

"SHOW CAUSE" STUDENTS

Students who, after failure at the annual examinations, are required to "show cause" why they should be allowed to continue in a course will be informed of this fact in writing after notification of examination results in December. Such a student will be provided with a form on which he must state his "show cause" case.

A student who wishes to re-enrol in any subject which he has failed more than once shall be required to show cause why he should be allowed to re-enrol in the subject and must submit a "show-cause" statement with his re-enrolment form.

The student's "show cause" statement and completed re-enrolment form must be lodged with the Student Administration Office on or before Friday, 5 January, 1973.

UNIVERSITY SKILLS ASSESSMENT

In the first week of First Term as part of its service to students, the University Counselling Service holds a voluntary half day session in which a variety of skills relevant to university work, such as Reading Speed, Note-Taking, Study Skills etc. are tested. Attendance is voluntary and results are completely confidential. Many students derive benefit from later discussing their results with a counsellor. Some students are later invited (on the basis of a weak result) to participate in a course designed to overcome their particular difficulty.

PROCEDURES

ENROLMENT IN CORRECT SUBJECTS

Considerable inconvenience is caused to the University and to the student if he attends classes in a subject in which he has not enrolled. It is essential that the student consider carefully the subjects he is required, or wishes, to enrol in before submitting his Enrolment Form.

WITHDRAWAL FROM COURSE OR SUBJECT REGARDED AS FAILURE

Approval to withdraw from a course or a subject is not automatic. It should be noted that a student is regarded as having failed in a course if he enrolls in it and does not pass the annual examinations — i.e. not sitting for the examination is regarded as not passing the examination (unless withdrawal without penalty has been approved).

A student is required to notify the Secretary to the University in writing of his withdrawal and the withdrawal shall take effect from the date of receipt of such notification in writing. Unless the Dean of his Faculty grants him permission to withdraw without penalty, a student who withdraws after the date shown below will be deemed to have failed in the subject or subjects from which he withdraws.

All Faculties except the Faculty of Engineering

Sixth Monday in Second Term

Faculty of Engineering

Type A Subjects

Eighth Monday in First Term

Type AB Subjects

Sixth Monday in Second Term

Type B Subjects

Second Monday in Third Term.
PROCEDURES

AMENDMENTS

Any action taken by a student which involves an amendment to or a variation in his course programme or enrolment status is required to be documented.

A student must formally apply for permission to do any of the following:

(a) completely withdraw from course
(b) withdraw from a subject or subjects
(c) substitute one subject for another
(d) add a subject to existing programme
(e) transfer from F/T to P/T within degree course
(f) transfer from P/T to F/T within degree course
(g) transfer from one degree course to another
(h) transfer from a degree course in one Faculty to a degree course in another Faculty

If the variation sought is not listed above, a brief indication of the nature of the change sought is required.

NOTES

1. Exemption in a subject unit or units, the substitution of a unit or units within a subject and exemption from practical work, is the responsibility of the Head of the Department concerned who will authorise such exemption or substitution.

2. Students are reminded that compliance with the degree or Diploma Requirements governing their courses is their responsibility. Approval of a Variation Application does not of itself entitle the applicant to any rights or privileges to which the completion of his previous programme might have entitled him.

HOW TO DOCUMENT WITHDRAWALS AND AMENDMENTS

All withdrawals and amendments should be recorded on a Variation Application Form.

It is essential that students notify the Student Administration Office in writing of any change in their address as soon as possible. Failure to do this could lead to important correspondence or course information not reaching the student. The University cannot accept responsibility if official communications fail to reach a student who has not notified the Student Administration Office of a change of address.

A Variation Application Form should be used to notify a change of address.

It is essential that all students inform the University of an address for all correspondence from the end of the examination period to the end of the long vacation. This is particularly important for students intending to travel overseas during this period.

A special form for this purpose will be available in October of each year.

IDENTITY CARDS

Each student wishing to obtain a travel concession, to borrow a book from the Library or to confirm his membership of the Newcastle University Union is required to produce on demand the identity card which will be given to him.

Identity cards will be issued to students at the Student Administration Office and should be available for collection soon after the commencement of First Term. The student will be required to produce his fee receipt before an identity card will be issued to him.

A notice will be displayed on notice boards and inserted in “University News” advising students when identity cards are available for collection.

Loss of Identity Card

If a student loses his identity card he should pay to the University Cashier the sum of 50 cents and present the receipt to the Student Administration Office for the purpose of obtaining a replacement card.

Return of Identity Card

Each student who during the academic year withdraws completely from his course will be required to hand his Identity Card to the Student Administration Office before leaving the University.
PROCEDURES

Non-Degree Students and Identity Card

Each non-degree student who does not elect to pay the General Services Fee will be issued with an identity card appropriately endorsed. It must be shown on request to prove status as a student of the University.

TRAVEL CONCESSIONS

The various transport authorities provide fare concessions for certain classes of students.

Application forms for these concessions may be obtained at the Student Administration Office, Building “A”.

The Student's Identity Card has to be produced each time a concession is required.

OMNIBUS — Concessions are available to:

(a) students under 18 years of age irrespective of whether they are employed or receive income or remuneration.

(b) students who are 18 but under 30 years of age and who are not in employment nor in receipt of any income or remuneration. Note: Income or remuneration includes allowances paid to Colombo Plan students, Public Service trainees, etc. but does not include allowances paid to holders of Commonwealth Scholarships, Teachers’ College Scholarships or Bursaries granted by the State Bursary Endowment Board.

(c) Concessions are not available to students who are 30 years of age or over; or to married women or ordained clergymen.

TRAIN —

(a) Periodical tickets are available during term to full-time students not in employment nor in receipt of any remuneration.

(b) Daily concession fare tickets are available to part-time students, whether employed or otherwise, for the purpose of travelling to and from classes held in connection with their course of instruction.

(c) Vacation travel concessions are available to students qualifying under (a) above.

PROCEDURES

AIRCRAFT —

Concession fares for travel overseas, inter-state and intra-state are available under the conditions ruling for the various operating companies.

LOST PROPERTY

Inquiries regarding lost property should be directed to the Attendant (Patrol) between 9 a.m. and 5 p.m. Monday to Friday at the Attendants' Office. This office is located in the north-eastern corner of the lowest floor of the Library building and may be reached from the pathway leading from the lower plaza to the footbridge.
FEES

GENERAL INFORMATION

COMPLETION OF ENROLMENT

Fees are determined by the University Council and are subject to alteration without notice.

Enrolment is not effective until fees for the course in which the student has enrolled, are paid. Fees should be paid on or before Tuesday, 20 February, 1973. After that, a late fee will apply. Enrolments will not be accepted after 31 March, 1973 without the Secretary's special written approval. This will be given only in exceptional circumstances.

Payment of fees by mail is encouraged. Money Orders should be made payable at the Newcastle University Post Office, 2308. The Cashier's Office is located on the first floor of the Administration Building. A continuous service will apply from 9.00 a.m. to 4.30 p.m. Monday to Friday throughout the year with the exception of vacation periods when the Cashier's Office will be closed between 12.30 p.m. and 1.30 p.m.

Any alterations to the Cashier's hours during enrolment periods will be published in the press and displayed on selected University notice boards.

PAYMENT OF FEES BY TERM

The Entrance Fee and General Services Fee must be paid in full at the time of enrolment. However, students may pay Course Fees by the term, in which case they are required to pay First Term Course Fees and the whole of the General Services Fee by the due date.

Students paying fees under this arrangement will receive accounts for Second and Third Term fees prior to the commencement of these terms.

EXTENSION OF TIME IN WHICH TO PAY FEES

Students who are unable to pay fees by the prescribed date may in exceptional circumstances be granted an extension of time in which to pay fees. Application must be made to the Vice-Principal and special forms are available for this purpose. Completed forms must be forwarded to the Vice-Principal's Office before Wednesday, 14 February, 1973.

SCHOLARSHIP HOLDERS AND SPONSORED STUDENTS

Students holding scholarships or receiving other forms of financial assistance must attach to their authorised enrolment forms submitted to the Cashier, warrants or other forms of documentary evidence that their fees will be paid by Sponsors. The University looks to Sponsors to provide a separate voucher, warrant or letter for each student sponsored. Where such documentary evidence is not available, students are expected to make application for an extension of time in which to complete enrolment.

DATES FOR PAYMENT OF FEES IN 1973

<table>
<thead>
<tr>
<th>Terms</th>
<th>Fees payable before or on</th>
<th>* Late Payment Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRST TERM</td>
<td>Tuesday February 20</td>
<td>$8.00 payable on and after</td>
</tr>
<tr>
<td></td>
<td>Wednesday February 21</td>
<td>$14.00 payable on and after</td>
</tr>
<tr>
<td>SECOND TERM</td>
<td>Friday June 15</td>
<td>Monday June 18</td>
</tr>
<tr>
<td></td>
<td>Monday June 18</td>
<td>Monday July 2</td>
</tr>
<tr>
<td>THIRD TERM</td>
<td>Friday September 14</td>
<td>Monday September 17</td>
</tr>
<tr>
<td></td>
<td>Tuesday October 2</td>
<td></td>
</tr>
</tbody>
</table>

* Refer to page 35 for other Late Fees

FAILURE TO PAY FEES

Students cease to be entitled to membership and privileges of the University where they are indebted to the University and fail to make settlement or satisfactory arrangements regarding their indebtedness. Such a student is not eligible to attend the annual examinations in any subject where any portion of his Course Fees or amounts due for other purposes are outstanding. In very special cases, the Vice-Principal may grant exemption from this disqualification upon receipt of a written statement setting out all the relevant facts.

FEE ADJUSTMENTS

Should an application to withdraw from a course or a subject be approved, the University will consider an application for an adjustment of course fees based on the student's last date of attendance at lectures or tutorials. ALL CORRESPONDENCE DEALING WITH ADJUSTMENTS TO FEES SHOULD BE ADDRESSED TO THE ACCOUNTANT.
FEES

Where notification of withdrawal from a course is received by the Secretary before the first day of First Term, a refund will be made of all Course Fees. Where a student for acceptable reasons withdraws from a course before the end of the fifth week of term, one-half of the Course Fees for the term may be refunded. If the student withdraws from a course after the end of the fifth week of term, no refund will be made for that term.

THE UNIVERSITY RESERVES THE RIGHT TO DEFER PROCESSING APPLICATIONS FOR FEE REFUNDS RECEIVED IN THE EARLY PART OF FIRST TERM UNTIL AFTER THE SIXTH WEEK OF FIRST TERM.

The University Administration does not refund any portion of the General Services Fee apart from the Library fee where a student withdraws before the first day of First Term. Students withdrawing from courses may enquire of the University Union, Sports Union and Students’ Association regarding refund possibilities.

DESIGNATION OF STUDENTS

FULL-TIME STUDENTS

A Full-Time Student is a student who enrols in more than half the subjects of a normal first year course and such a student remains classified as a full-time student until the written approval of the Dean of the Faculty is given that he be re-classified as a part-time student. This re-classification would be exceptional.

PART-TIME STUDENTS

A Part-Time Student is either one who enrols in half or less than half of the subjects of a normal first year course or one who enrols in a part-time course. In subsequent years, the enrolment as a part-time student requires the approval of the Dean of the Faculty.

NON-DEGREE STUDENTS

A Non-Degree Student is a student who is permitted to enrol in one or more subjects of a first degree course. Such a person is not eligible to proceed to a degree and cannot enjoy the privileges of a matriculated student. A student enrolled in the Professional Accounting Studies course in the Faculty of Economics and Commerce is classified as a Non-Degree student taking one subject.

FEES

All fees are subject to variation without notice.

GENERAL SERVICES FEE

(a) Students Proceeding to a Degree or Diploma

All registered students must pay a General Services fee of $42.00 per annum which includes a Library Fee. In addition, students joining the Newcastle University Union for the first time, are required to pay an entrance fee of $12.00. This fee must be paid by the prescribed date.

(b) Non-Degree Student

Payment of the General Services Fee by a non-degree student is optional. A non-degree student cannot elect to pay portion of this fee.

UNDERGRADUATE COURSE FEES

<table>
<thead>
<tr>
<th>FULL-TIME</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>All other Faculties</td>
<td>$540 p.a.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PART-TIME</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Faculties</td>
<td>$267 p.a.</td>
</tr>
<tr>
<td>Non-Degree Subject</td>
<td>$147 p.a.</td>
</tr>
</tbody>
</table>

POSTGRADUATE DIPLOMA COURSE FEES

<table>
<thead>
<tr>
<th>Full-time</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$447 p.a.</td>
</tr>
<tr>
<td>Part-time</td>
<td>$267 p.a.</td>
</tr>
</tbody>
</table>

LATE FEES

(a) Late payment fee if fees due are not paid within stipulated times approved by the Vice-Chancellor | $8 |
(b) Additional amount payable if fees are not paid within an extended time approved by the Vice-Chancellor | $6 |
(c) Late re-enrolment fee where a continuing student fails to lodge an enrolment form with the Student Administration Office by the date approved by the Vice-Chancellor | $14 |
(d) Late enrolment fee where a student does not lodge the approved section of the enrolment form with the Cashier by the time approved by the Vice-Chancellor | $14 |
FEES

<table>
<thead>
<tr>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
</tr>
</tbody>
</table>

(c) Late payment fee where an application to sit for examination is accepted after closing date $ 6

Late fees in accordance with (a) and (b) above are also applicable where a student has been granted an extension of time in which to pay fees and fails to pay these fees by the prescribed date.

OTHER FEES

(1) Deferred examinations, per subject $ 6
(2) Examination under special supervision, per paper $ 10
(3) Review of examination results, per subject $ 8
(4) Statement of matriculation status $ 8

FEES FOR THE DEGREE OF MASTER

(a) Research and Thesis

<table>
<thead>
<tr>
<th>Registration Fee</th>
<th>$ 6</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course &amp; Supervision Fee (full-time)</td>
<td>$ 216 p.a.</td>
</tr>
<tr>
<td>Course &amp; Supervision Fee (part-time)</td>
<td>$ 144 p.a.</td>
</tr>
<tr>
<td>Final Examination &amp; Graduation Fee</td>
<td>$ 42</td>
</tr>
</tbody>
</table>

(b) Course Work and Dissertation or Formal Study Courses

<table>
<thead>
<tr>
<th>Registration Fee</th>
<th>$ 6</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course &amp; Supervision Fee (full-time)</td>
<td>$ 384 p.a.</td>
</tr>
<tr>
<td>Course &amp; Supervision Fee (part-time)</td>
<td>$ 231 p.a.</td>
</tr>
<tr>
<td>Final Examination &amp; Graduation Fee</td>
<td>$ 42</td>
</tr>
</tbody>
</table>

FEES FOR THE DEGREE OF DOCTOR OF PHILOSOPHY

| Qualifying Examination Fee (if applicable)* | $ 18 |
| Registration Fee | $ 6 |
| Course & Supervision Fee (full-time) | $ 216 p.a. |
| Course & Supervision Fee (part-time) | $ 132 p.a. |
| Final Examination & Graduation Fee | $ 59 |

*Payable when an examination is prescribed for the assessment of a student prior to registration as a higher degree candidate.

FEES

HIGHER DEGREE FEES

Course and Supervision Fee

This fee for Higher Degree candidates is assessed on a term basis, the period of registration being from the first day of the term to the Friday immediately preceding the first day of the following term. Candidates proceeding to a Higher Degree must enrol or re-enrol at the beginning of each academic year at the normal enrolment time. The usual late fees apply in respect of late enrolments.

All fees and moneys owing to the University by a Higher Degree candidate must be paid before the student's thesis can be lodged for examination.

Where a Higher Degree candidate withdraws from a course during a term, no portion of the term fee will be refunded.

General Services Fee

Higher Degree candidates are required to pay the General Services Fee (see page 35). Where a Higher Degree candidate's enrolment is effective from first or second term, the General Services Fee covers a period of registration from the first day of the term to the Friday immediately preceding the first day of first term in the following academic year. Where a Higher Degree candidate enrols on or after the first day of third term, the General Services Fee paid will cover liability in respect of this fee to the end of the long vacation following the next academic year.

Submission and Re-submission of Thesis

Fees apply to the date of submission of a thesis.

A candidate required to re-submit a thesis, will not be required to pay further fees, unless laboratory work is involved, in which case the appropriate course and supervision fee will be payable on a term basis. The General Services Fee will also apply.
GENERAL REQUIREMENTS

The University tries to function with a minimum of formal regulations; it has, for instance, drawn up no code of conduct for students, beyond forbidding gambling in the precincts and smoking in lectures, examinations and the Library.

It is obvious, however, that there must be standard practice throughout the University in such diverse matters as examination procedures and car parking and an acceptance of certain requirements which are described in the following pages.

ACADEMIC REQUIREMENTS

The student is responsible for informing himself as to, and for complying with, University requirements, especially the requirements relating to admission and to the award of the degree to which he is proceeding.

NOTICES

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

NOTICE BOARDS

EXAMINATIONS

A notice board has been placed on the wall opposite the entrance to the Main Lecture Theatre (B01) for the specific purpose of displaying examination timetables and notices concerning all procedural matters pertaining to examinations. Students are specifically requested to be acquainted with the notices periodically displayed thereon.

STUDENT MATTERS GENERALLY

The main notice board is the display point for notices concerning enrolment matters, scholarships, University rules and travel concessions, etc. This notice board is located on the first floor at the top of the main staircase in Building "A".

ATTENDANCE AT CLASSES

Students are expected to be regular and punctual in attendance at all classes in the course or subject in which they are enrolled.

All applications for exemption from attendance at lectures or practical classes must be made in writing to the Head of the appropriate Department. If term examinations have been missed this fact should be noted in the application.

GENERAL REQUIREMENTS

In the case of illness or of absence for some other unavoidable cause a student may be excused by the Head of the appropriate Department for non-attendance at classes.

Applications for exemption from re-attendance at classes, either for lectures or practical work, may only be approved on the recommendation of the Head of the appropriate Department. The granting of an exemption from attendance does not carry with it exemption from payment of fees. Where a student has attended less than 80 per cent. of the possible classes, he may be refused permission to sit for the annual examination in that subject.

OWNERSHIP OF STUDENTS WORK

Unless other arrangements have been agreed upon the University reserves the right to retain at its own discretion the original or one copy of any drawings, models, designs, plans and specifications, essays, theses, or other work executed by students as part of their courses, or submitted for any award or competition conducted by the University.

STUDENT IDENTIFICATION

Students are expected to carry their Identity Card as evidence that they are entitled to the rights and privileges afforded by the University.

Each student wishing to obtain a travel concession, to borrow a book from the Library or to confirm his membership of the Newcastle University Union is required to produce on demand his identity card.

Identity cards will be available for collection at the Student Administration Office soon after the commencement of First Term. The Student must produce his fee receipt before an identity card will be issued.

Loss of Identity Card

If a student loses his identity card he should pay to the University Cashier the sum of 50c. and present the receipt to the Student Administration Office for the purpose of obtaining a replacement card.

Return of Identity Card

Each student who during the academic year withdraws completely from his course will be required to hand his Identity Card to the Student Administration Office before leaving the University.
GENERAL REQUIREMENTS

CHANGE OF ADDRESS

Students are responsible for notifying the Student Administration Office in writing of any change in their address as soon as possible. Failure to do this could lead to important correspondence or course information not reaching the student. The University cannot accept responsibility if official communications fail to reach a student who has not notified the Student Administration Office of a change of address. The Transport Authorities may challenge a student whose address on his identity card is incorrect. A change of address should be notified on a Variation Application Form.

It is essential that all students inform the University of an address for all correspondence from the end of the examination period to the end of the long vacation.

This is particularly important for students intending to travel overseas during this period.

A form for the purpose will be available in October of each year.

GENERAL CONDUCT

Acceptance as a member of the University implies an undertaking on the part of the student to observe the by-laws and other requirements of the University.

Students are expected to conduct themselves at all times in a seemly fashion. Smoking is not permitted during lectures, in examination rooms or 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, and it is their duty, to check and report on disorderly or improper conduct occurring in the University.

GENERAL REQUIREMENTS

PARKING OF CARS

TRAFFIC REGULATIONS

1. "Authorised Person" means a person authorised in writing by the Vice-Chancellor for the purposes of these Regulations. "Notice" means a written advice signed by an authorised person on behalf of the Vice-Chancellor.

2. Any student, a member of staff of the University, or other person employed on the University site who wishes to bring a motor vehicle on to the Shortland site shall obtain a University parking permit. Upon receipt of a parking permit sticker the driver will fix this to the top left hand corner of the windscreen or in the case of a motorcycle in a prominent location on the cycle. Vehicles without this sticker may be refused entry to the campus.

3. No person shall park or leave any vehicle on the Shortland site except in places set aside from time to time for parking.

4. A person in charge of a vehicle entering or upon any part of the site shall:

(a) Stop his vehicle at any manned control point or any other part of the site when signalled to do so by a Patrol Attendant.

(b) Give to any such officer such information as he may reasonably require.

(c) Obey any direction a Patrol Attendant may reasonably give in relation to the driving or parking of such vehicle.

(d) Not drive at a speed greater than 20 m.p.h. or such speed limit as may be indicated by an appropriate sign for that section of road or part of the site.

(e) Not commit or do any act which would be a breach of any Act or regulation of the State of New South Wales if he were driving or in charge of a vehicle upon a public road.

(f) Not drive or park a vehicle on any lawn, grassed area, oval, garden, builders access road or undeveloped area of the site.

(g) Comply with all other directions related to traffic indicated by appropriate signs installed on the site.
GENERAL REQUIREMENTS

5. Any person who contravenes or fails to observe any of the above regulations may be advised in writing by a notice which may be posted or handed to the person or affixed to his vehicle by an authorised person.

6. Any person who contravenes or fails to observe any of these regulations shall be deemed guilty of a breach of regulations and may be dealt with accordingly.

7. The maximum penalty for the time being which may be applied under these regulations shall be the banning from the University site for a period of three months of any vehicle driven by the person concerned.

NOTE
Application forms for permits may be obtained from the Senior Attendant (Patrol) at the Attendants' Office. This office is located in the north-eastern corner of the lowest floor of the Library building and may be reached from the pathway leading from the lower plaza to the footbridge.

EXAMINATIONS
Examinations and other exercises may be held in any subject and at any time. In the assessment of a student's progress in a University course, consideration will be given to laboratory work and class exercises and to any term or other tests conducted throughout the year. The results of such examinations and class work may be Incorporated with those of the annual examinations.

ANNUAL EXAMINATIONS
A student desiring to sit for an annual examination must lodge an application with the Secretary on the appropriate form by the prescribed date, 15 June, 1973.

A student who, because of religious convictions, would prefer not to sit for an examination on a particular day or particular day of the week should indicate this in writing when lodging his application to sit for examinations. While the University cannot guarantee to meet such requests it will be willing to co-operate where possible.

The cashier is authorised to receive application forms during the three weeks immediately following the prescribed closing date if they are accompanied by a late fee of $6.00. Applications submitted more than three weeks after the closing date will not be accepted except with the approval of the Secretary. Where an application is not accepted, the student concerned is not eligible to sit for the examination.

No student is eligible to attend the annual examination in any subject if any portion of fees or other charges due by him is outstanding by the end of the third week of third term.

The annual examinations take place in November-December. Timetables showing the time and place at which individual examinations will be held will be posted on the examinations notice board near the Main Lecture Theatre. Misreading of the timetable will not under any circumstances be an acceptable excuse for failure to attend an examination.

Examinations are conducted in accordance with the following rules and procedure:
(a) Candidates are required to obey any instruction given by a Supervisor for the proper conduct of the examination.
(b) Candidates are expected to be in their places in the examination room not less than ten minutes before the time for commencement of the examination.
(c) No bag, writing paper, blotting paper, manuscript or book, other than a specified aid, is to be brought into the examination room.
(d) No candidate shall be admitted to an examination after thirty minutes from the time for the commencement of the examination.

(e) No candidate shall be permitted to leave the examination room before the expiry of thirty minutes from the commencement of the examination.

(f) No candidate shall be re-admitted to the examination room after he has left it unless during the full period of his absence he has been under approved supervision.

(g) A candidate shall not by any improper means obtain or endeavour to obtain assistance in his work, give or endeavour to give assistance to any other candidate, or commit any breach of good order.

(h) Smoking is not permitted during the course of an examination.

(i) A candidate who commits any infringement of the rules governing examinations is liable to disqualification at the particular examination and if detected at the time, to immediate expulsion from the examination room, and is liable to such further penalty as may be determined.

FURTHER EXAMINATIONS

After completion of the written annual examination papers, a student may be called upon by an examiner to complete further written, practical or oral tests as part of the annual examination. It is therefore important that the Examinations Section be advised of any change in address from that given on the Application for Admission to Examinations.

EXAMINATION RESULTS

A copy of the official examination results will be posted on the notice board at the top of the main staircase. Each student will be advised by mail of his examination results. A set of examination results will be offered to the newspapers for publication. No results will be given by telephone.

Examination results may be reviewed for a fee of $8.00 per subject, which is refundable in the event of an error being discovered. Applications for review must be submitted on the appropriate form together with the prescribed fee by the date notified in the publication of results.

EXAMINATIONS

SPECIAL EXAMINATIONS

Special examinations may be granted according to the conditions contained in By-Law 5.9.3 which states:

5. When a candidate is prevented by illness or by any other serious cause from presenting himself for the annual examination the appropriate Faculty Board may order a special examination for that candidate in the subject or subjects in which he was unable to present himself. The result of a special examination may be graded.

6. When a candidate’s studies during the academic year have been gravely hampered by illness or other serious cause, the appropriate Faculty Board upon application being made to the Secretary to the University before the commencing date of the examination supported by medical or other proper evidence may direct the examiners to take the circumstances into account in determining whether or not a special examination should be provided for the candidate in any subject in which he does not pass at the annual examination.

7. When a candidate at the annual examination is to a substantial degree affected by illness during the course of an examination in any subject the appropriate Faculty Board, upon application being made to the Secretary to the University within three days after such examination or within such further period as the Vice-Chancellor may consider reasonable in the circumstances supported by medical or other proper evidence, may direct the examiners in that subject to take the circumstances into account if the candidate does not pass therein in determining whether or not a special examination or test should be provided for him: provided that no such application shall be considered unless the candidate either during or immediately after such examination reports to the supervisor in charge the circumstances relied on in the application.

DEFERRED EXAMINATIONS

Deferred examinations may be granted in the Faculties of Applied Science, Architecture, Engineering, and Mathematics. The examinations will be held in January-February and results will be published in the same manner as for the annual examinations.
ACADEMIC PROGRESS REQUIREMENTS

GENERAL

The University has enacted certain By-laws relating to continuation in a course. The relevant By-laws are set out below.

BY-LAWS

By-law 5.4.1 — Unsatisfactory Progress

1. The Head of a Department in any Faculty may determine that a student taking a subject or course offered by the Department shall be excluded from any examination for which the Department is responsible for any or all of the following reasons:

   (a) unsatisfactory attendance at lectures;
   (b) failure to complete laboratory work;
   (c) failure to complete written work or other assignments;
   or
   (d) failure to complete field work.

2. The Faculty Board may review the academic progress of any student enrolled in the Faculty concerned who fails in, or is absent from, or is excluded under section 1 of this By-law from any examination and may determine:

   (a) that the student be excluded from further study in a subject;
   (b) that the student may enrol in that Faculty only in such subject or subjects as the Faculty Board shall specify; or
   (c) that the case be referred to the Admissions Committee if, in the opinion of the Faculty Board, the student should be excluded from a degree course, from the Faculty or from the University.

3. The Admissions Committee, in considering a referral under subsection (c) of section 2 and after giving the student an opportunity to be heard, may determine:

   (a) that the student be excluded from a degree course or from the Faculty;

4. The Vice-Chancellor may, on the recommendation of the Admissions Committee exclude from the University any student whose academic record in the opinion of the Vice-Chancellor and the Admissions Committee demonstrates the student's lack of fitness to pursue University studies.

By-law 5.4.2 — Show Cause

1. A student shall show cause why he should be allowed to repeat a subject in which he has failed more than once. Failure in a deferred examination as well as the annual examination counts for the purposes of this By-law as one examination.

2. (1) A full-time student shall show cause why he should be allowed to continue a course if all subjects of the first year of his course are not completed by the end of his second year of attendance.

   (2) A part-time student shall show cause why he should be allowed to continue a course if all subjects of the first two stages of his course are not completed by the end of his fourth year of attendance.

3. (1) A student who has a record of failure at another University shall show cause why he should be admitted to the University.

   (2) A student admitted to a course at the University following a record of failure at another University shall show cause, notwithstanding any other provision in this By-law, why he should be allowed to continue in that course if he is unsuccessful in the annual examinations in his first year of attendance at the University.

4. A student required to show cause shall have his application considered by the Admissions Committee which shall determine whether the cause shown is adequate to justify the student's being permitted to continue his course or to re-enrol as the case may be.
ACADEMIC PROGRESS REQUIREMENTS

By-law 5.4.3 — Re-Enrolment

1. Any student who has been excluded from a Faculty shall not be allowed to enrol in another Faculty without the permission of the Faculty Board concerned.

2. Any student excluded from a degree course or from a Faculty or from the University may apply after two academic years to the Admissions Committee for re-admission to any such Faculty or to the University. If the Admissions Committee is satisfied that the condition or circumstances of any such student have so changed that there is reasonable probability that he will make satisfactory progress in his studies it may authorise the re-admission of that student under such condition as it may determine.

By-law 5.4.4 — Appeal Against Exclusion

1. A student who is refused permission to enrol under the provisions of section 1 of By-law 5.4.3 may appeal to the Senate.

2. A student who has been excluded from any degree course or from a Faculty or from the University may appeal to the Council.

PROCEDURES

The onus is on a student required to “Show Cause” to take the appropriate action should he wish to re-enrol. Such a student must lodge his “Show Cause” statement and completed re-enrolment form by the date prescribed each year to ensure consideration of his case.

THE LIBRARY

The Library, totalling approximately 210,000 volumes and made up of monographs, pamphlets, serials and microform sets, exists to acquire, preserve and make available for use all research materials needed by the staff and students of the University.

There is an almost complete freedom of access to the collections, and students are encouraged and aided to learn how to use, as soon as possible, the Library and its contents. On his first visit to the Library the student is provided with a brochure outlining the Library’s resources, its services, such as the copying service, its special facilities, such as the microprint reading room, and procedure for borrowing.

The Library, fittingly, occupies a central position on the site, next to the Union.

HOURS OF OPENING

During academic year

<table>
<thead>
<tr>
<th>Days</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday-Friday</td>
<td>8.30 a.m. to 10.00 p.m. (long vacation excepted)</td>
</tr>
<tr>
<td>Saturday</td>
<td>9.00 a.m. to 5.00 p.m. (all vacations excepted)</td>
</tr>
<tr>
<td>Sunday</td>
<td>1.00 p.m. to 5.00 p.m. (all vacations excepted)</td>
</tr>
</tbody>
</table>

The Library is closed for the Easter Weekend, i.e., April 20-24, 1973 inclusive.

During long vacation

<table>
<thead>
<tr>
<th>Days</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, Wednesday, Friday</td>
<td>9.00 a.m. to 5.00 p.m.</td>
</tr>
<tr>
<td>Tuesday, Thursday</td>
<td>9.00 a.m. to 7.00 p.m.</td>
</tr>
</tbody>
</table>
AMENITIES

The Amenities Office is located in the temporary building adjacent to the main University building.

The Amenities Officer and his Staff assist students in the following fields:

SPORT

The Amenities Officer, Mr. Bradford is liaison officer for all sporting matters between the Sports Union, the University and all outside sporting organisations.

The Amenities Office assists student Sporting Clubs in the arranging of Inter-varsity contests and travel as well as giving help when required at club level.

ACCOMMODATION

The Amenities Office conducts a student accommodation service for students requiring housing and will deal with any accommodation problems which students may encounter while attending the University. A register is maintained of rooms, flats and private board available in Newcastle. Do not hesitate to use this service which is operated for the convenience of students.

INSURANCE

The Amenities section on behalf of the Sports Union and the Students' Representative Council is responsible for the operation of the Personal Accident Insurance Scheme.

APPOINTMENTS OFFICE

The Appointments Office was established in 1971 primarily to help students obtain information about careers and to assist graduating students find employment.

All new students are invited to consult the Appointments Office at some time during their first year at the University. Follow up consultations during second and third years may serve to bring the student to a state of mind where he or she feels confident that his or her chosen career is suitable and within the realms of possibility. The Appointments Office would hope to have available or to obtain information for the student in order that by a little research in the early years, frustration and disappointment can be avoided after graduation.

Careers Library

1. A section of the Careers Library will contain books, periodicals, articles, etc. giving general information on various professional occupations.

2. Information is being assembled about the manpower requirements of numerous employers — types of graduates needed, educational qualifications for appointment, experience gained, prospects etc.

3. Professional associations are being approached to supply information about the activities of their bodies, conditions of membership and application forms.

During 1973 it is hoped that the Appointments Office will move into Building "A", when a Library and Reading Room will become available in which students may consult relevant material.

Employer Interviews

Some employers have representatives come to the University for the purpose of giving students first hand information about the kinds of graduates recruited, the job involvement, salaries, prospects etc. Students make appointments to interview the representatives singly or in small groups.

Employment Vacancies

Some Government Departments inform the University on a regular basis of vacancies within their organizations, other employers only as specific vacancies occur.

The 'Positions Vacant' columns of a major local newspaper are always on hand.
The Sydney University Appointments Board has indicated that where a Newcastle University student proves he is a bona-fide student, he can obtain copies of the "Notices of Vacancies" prepared by that Board, upon payment of the current nominal fee.

**Casual and Part-time Employment**

Unfortunately, it is a fact of life that some students do not have enough money to sustain them during University studies, and have to supplement their financial resources by part-time or casual work. Students may call at the Appointments Office at the commencement of each year and complete a card indicating their needs. As opportunities are notified to the Appointments Office, appropriate students are informed.

The Appointments Office will provide administrative assistance to the Faculties seeking professional vacation employment for their students. Vacation employment will be sought for those students seeking employment for financial reasons.

**Graduate Careers Directory**

The Graduate Careers Council of Australia prepares a Directory in three parts for distribution each year to graduating students. The Directory provides general background information on the types of appointments that will be available with a large number of employer organizations in the ensuing year. The Appointments Office arranges distribution of this Directory; a few spare copies are available upon request for undergraduates.

All students are invited to consult and use the resources of the Appointments Office; this service is free.

The Appointments Office is located in Temporary Building, "T."

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**CHAPLAINCY SERVICE**

A Chaplaincy Service within the University of Newcastle for the benefit of students and members of staff is provided by the Christian Churches of Newcastle.

The service offers personal counselling and guidance, and also assistance in biblical and doctrinal studies. Opportunities for liturgical worship are also provided.

The Chaplains' office is situated on the Lower Ground Floor of the Main Administration Building at Shortland.

The Chaplains are in regular attendance at the University but they may also be contacted at their private addresses.

**NAMES AND ADDRESSES OF CHAPLAINS**

**Anglican**

The Reverend Canon E. H. V. Pitcher, M.A.(Sydney), Th.Schol.
(Acting Chaplain)
The Rectory, MEREWETHER. Telephone 63 1388

**Baptist**

The Reverend T. H. Binks, 133 Kemp Street, HAMILTON. Telephone 61 4048

**Methodist**

The Reverend W. D. Adams, B.A.(Sydney), B.D.(Melbourne) 23 William Street, HAMILTON. Telephone 61 4040

**Presbyterian**

The Reverend H. F. Kat, B.A., B.D.(Utrecht) 4 Gregory Parade, KOTARA. Telephone 57 1076

**Roman Catholic**

The Reverend Father G. Tejón, S.T.L.(Avila), B.Litt(Oxford) 11 Derna Road, SHORTLAND. Telephone 51 2424 OR The Presbytery, SHORTLAND. Telephone 55 9364
UNIVERSITY SERVICES

EDWARDS HALL

Edwards Hall, in the first stage of construction, provides 183 residential places for students and staff of the University, including 7 positions for residential Subwardens. The Hall is situated near the southeastern boundary of the Sports Oval, close to the tennis and squash courts and is approximately 1 mile by road from the University Library. While the Hall is an integral part of the University and as such is subject to the decisions and directions of the University Council, major responsibility for the government of the Hall has been entrusted, by Council, to a Board of Trustees made up of three Council members, one Senate member, two senior resident students, one resident Subwarden and the Warden.

The residential fees for 1973 have not been determined but as a guide to prospective applicants, the current residential fees are as follows: Term 1, $264; Term 2, $240; Term 3, $264. Term residential fee entitles a member to a bed/study room, the supply of all bedding and fresh linen, the maintenance of the room and 16 meals a week, being breakfast and dinner each day and lunch on Saturday and Sunday.

Applications for residence should be sent to the Warden, Edwards Hall, The University of Newcastle, N.S.W. 2308. The closing date for applications for residence in 1973 will be January 19, 1973 and applications received after this date will not necessarily be considered.

Warden

M. W. Blackmore, B.Sc., Ph.D. (Queen's Belfast), A.R.I.C., A.R.A.C.I., A.C.I.A.

UNIVERSITY SERVICES

OVERSEAS STUDENTS

The Overseas Student Adviser is on campus solely to help overseas students with any problems which may arise. Because of her specialized knowledge, she may be able to give direct assistance, may refer the student to someone in an appropriate field, (e.g., legal, health, insurance, etc.) or she may speak at the student's request and on his behalf with government officers, staff members or others.

Any discussion with the Overseas Student Adviser is completely confidential. She may be contacted either through the University Counselling Service or in the Temporary Building (T.10).

Overseas Student Adviser

Mrs. Robin Loftus, B.A. (Adelaide)

STUDENT LOAN FUND

The Council of the University has established a Student Loan Fund which is managed by a committee consisting of the Deputy Chairman of Senate, the Bursar and the Vice-Principal (Chairman).

Loans may be made to an undergraduate where the committee is of the opinion that his academic performance is of sufficient merit and his financial circumstances warrant a loan.

The total outstanding accommodation to any one undergraduate shall not normally exceed $200 at any one time and an undergraduate granted a loan is required to enter into an agreement.

Repayment must commence not later than twelve months after graduation or when the borrower fails or withdraws from his course or on demand as required by the University. No interest is charged while the borrower is an undergraduate but interest at a rate of not less than 5% per annum on the balance owing from time to time is charged from the date of graduation or the date on which an undergraduate fails or withdraws from a course.

In special circumstances the Committee may grant a loan to a student other than an undergraduate.

Any student wishing to seek assistance from the Fund may apply in person to the Vice-Principal or through the President of the Students' Representative Council or his nominee.
UNIVERSITY COUNSELLING SERVICE

The Student Counsellors assist students—past, present and future—in a wide variety of matters. Most students, whatever their academic level, at one time or another need help in dealing with difficulties which arise during the course of their University lives.

A student should not feel that he or she must have a major problem before consulting a Counsellor. Many worries take only a few minutes to clear up, and frequently the Counsellor’s function is simply to direct a bewildered student to the right source of information.

Students who are worried about inadequate study methods, personal difficulties, choice of courses or career planning are invited to arrange an appointment with a Student Counsellor. All contacts with a counsellor are regarded as completely confidential.

The University Counselling Service is divided into three major divisions—Personal Counselling, Study Skills Training and Research with some inevitable overlap between the sections. Apart from individual counselling, courses in an increasing number of areas are held for groups of students.

Counselling is now a thoroughly established and widely accepted part of University life throughout Australia, and at this University, approximately one-third of all students utilise it.

STUDY AT THE UNIVERSITY LEVEL

The University Counselling Service published a brief but comprehensive book on this subject in 1967 and although it was produced specifically for the students of this University, and reflects the attitudes of several Heads of Departments here, it is already widely used in other Universities and tertiary institutions throughout Australia. A Revised Edition was published in November, 1969 as the first printing had sold out. It may be purchased from the Cashier at 40 cents per copy.

LOCATION

The Secretary to the University Counselling Service and two Counsellors are located in the Administration Building (Room G75—entrance at the N.W. end of building). It is generally most satisfactory for students, both full-time and part-time, to make appointments through the U.C.S. Secretary. Counsellors are available for evening appointments.
Convocation provides an opportunity for graduates to maintain a positive interest and influence in University affairs. It has the right to discuss and to pronounce an opinion on any matter relating to the University, and to communicate directly with the Council or Senate of its own volition or at the request of either body.

Public meetings at which topics of interest are discussed are conducted by Convocation as well as general meetings. Convocation is controlled through a Standing Committee of 14 elected members including the Chairman, who is called the Warden of Convocation, and the Immediate Past Warden, who is the Deputy Chairman.

Membership is automatic for graduates of this University, and for those graduates of the University of New England and of the University of New South Wales who spent at least three years as students of Newcastle University College; for present and past members of the University Council; and for present full time members of the academic staff and graduate permanent members of the administrative, library and technical staff.

Council may admit as members of Convocation upon payment of a fee determined by Council:—

(a) Graduates of other Universities who are resident in the Hunter Valley or North Coast areas; and

(b) such other University graduates as the Council may approve.

Five members of the University Council are elected by Convocation.

OFFICE BEARERS

Warden — Mr. W. G. Derkenne, LL.B. (Sydney), B.A.

Secretary — Miss F. M. Burns, B.A.

Treasurer — Mr. R. W. Gibbins, B.Com. (Queensland), A.C.A.

Immediate Past Warden — Mr. J. P. Talty, B.D.S. (Sydney)
UNIVERSITY ORGANISATIONS

NEWCASTLE UNIVERSITY UNION

The objects of the Union are to provide a common meeting ground and social centre for men and women who are members of the University; to promote the education and the intellectual culture of its members by debates and otherwise and, generally, to secure the co-operation of University men and women in furthering the interests of the University.

The Union maintains a fine building at Shortland which provides recreational and common room facilities for its members; a complete range of catering services; rooms for meetings and functions of all kinds including a film viewing room (16mm); billiards, table tennis, chess and music rooms; a reading room; a stationery shop catering for all members’ academic needs; and the University Co-operative Bookshop. The offices of the Students’ Representative Council and the Students’ Counsellor together with the Australian Union of Students Travel Service, New South Wales Banking facilities and the Student Health Centre are also situated within the building.

Membership of the Union, obligatory for all registered students, is open to graduates, members of the University Council and the permanent staff of the University.

The conduct of the affairs of the Union is vested in the Board of Management comprising:

- Two members appointed by the Council of the University
- Ten members of the Union (at least two of whom must be graduates) elected by the members of the Union
- Two members of the Union who are members of the Students’ Representative Council
- One member of the Union who is a committee member of the Sports Union

and

The Secretary Manager of the Union.

Elections for the Board are held in the month of April.


Secretary Manager — Mr. W. V. Bridgwater

THE UNIVERSITY OF NEWCASTLE COMPANY

The University of Newcastle Company is the Citizen Military Force’s Unit affiliated with the University. The Company was formed in 1957 as a Sub-Unit of the University of Technology Regiment which is now called The University of New South Wales Regiment. The current strength of the Company is 100.

The function of the Company is to train graduates and undergraduates for commissioned rank in the C.M.F. and the training designed with this in view, is done on an Infantry basis and consists of:

- An Annual Camp for three weeks in February
- An optional camp of fourteen days in December
- Two weekend bivouacs a year
- Parades on Friday nights of two hours duration
- Weekend day parades

The training programme is designed to fit in with vacations, examinations, and deferred examinations and there is practically no commitment in third term. Leave is available from activities where a good reason exists.

Enlistment in the Company is voluntary and is open to all graduates or undergraduates who are 17 years of age or over.

Members of the University of Newcastle Company are eligible for the following benefits:

- An opportunity to reach commissioned rank in 2-3 years.
- Tax-free pay for all training undertaken.
- Refund of travelling expenses.
- An alternative to 2 years full-time National Service.
- Opportunities for attendance at Regular Army Courses and short time attachments to Army units in Malaysia or New Guinea.
- Free meals and accommodation at camps and bivouacs.
- Free Uniforms.

Enquiries regarding conditions of service, and enlistment procedure should be made at the Training Depot which is in King Street, Newcastle West (opposite Birdwood Park). Phone No. 612121.

OFFICERS AND STAFF

Officer Commanding — Capt. D. Levenspiel

Full-time Staff — WO2 M. Grovenor

S/Sgt. P. Toohey
UNIVERSITY ORGANISATIONS

THE UNIVERSITY OF NEWCASTLE

SPORTS UNION

The Sports Union is the student organisation responsible for the promotion and control of sporting activities within the University. All students are automatically members of the Sports Union. There are twenty-six affiliated clubs: Athletics, Australian Rules, Badminton, Men's Basketball, Women's Basketball, Cricket, Fencing, Golf, Men's and Women's Hockey, Mountaineering, Netball, Men's and Women's Rowing, Rugby Union and Rugby League, Sailing, Ski-ing, Soccer, Softball, Squash, Surf-riding, Swimming, Scuba, Table Tennis, Taekwon-Do, Tennis, Volleyball, most of which participate in local competitions and send teams to Inter-varsity contests each year. Inter-Faculty Contests conducted throughout the year aim to stimulate friendly rivalry among the various Faculties, and to encourage a higher student participation in sport. Each club has a student representative on the Sports Union Committee, which meets monthly. The Executive consists of the President, Vice-President, Secretary, Treasurer, a representative of the University Council and the Amenities Officer. The Sports Union’s annual income is derived from a portion of the General Services Fee and is used to meet such costs as equipment, affiliation fees and Inter-varsity contests.

For outstanding individual performance in sport, the University awards “Blues” each year at the Annual “Blues” Dinner.

The number of constituent clubs is increasing continually, and students interested in participating in any sport are urged to contact the Amenities Officer, Mr. Bradford, or one of the Sports Union Executive for further information. The Sports Union Amenities office is located in the temporary building adjacent to the main University building.

President — Professor R. G. Tanner, M.A. (Melbourne and Cambridge)

Secretary — Miss C. F. Clarke, B.A.

Amenities Officer — Mr. H. Bradford

UNIVERSITY ORGANISATIONS

THE UNIVERSITY OF NEWCASTLE

STUDENTS' ASSOCIATION

All students proceeding to a degree or a diploma are members of the Students' Association.

Included in the General Services Fee, which you all pay or have paid for you, is $8.00 subscription to the Newcastle University Students' Association (N.U.S.A.). You are all financial members of this Association and have every right — and a duty to yourselves — to take part in the running of the Association and the administration of its collective assets.

Each year, the Students' Association elects a number of students (22 at present) to the Students' Representative Council. This Council's purpose is:

1. to give money and other aid to the various clubs and societies, including religious, political and social groupings on campus;

2. when needed, to act as the students' voice in submissions to the University administration, the mass media, and various government departments;

3. to work for student welfare. The S.R.C., for example, helps run the free Health Centre in the Union and provides automatic accident insurance cover for the students. It is also responsible for printing various student publications such as OPUS, the student newspaper, the Orientation Handbook, Nimrod, the annual literary magazine and the weekly Bulletin;

4. to implement student association policy on matters academic, political or administrative. N.U.S.A. policy is decided at official lunchtime meetings where all students may attend and vote.

With its various committees, for example, the welfare and education committees, and its officers such as the education campaign director, the travel officer and so on, N.U.S.A. attempts to facilitate as many expressions of cultural activity as possible, as well as organizing action to effect student policy on conscription, aboriginal rights, apartheid and so on.
UNIVERSITY ORGANISATIONS

Each year, the Association organizes, with some help, Orientation week and early in July, Autonomy Day, which is the equivalent of Commem., Foundation Day, or similar activities at other universities.

As the Students' Association is a constituent member of the Australian Union of Students, students of the University may take part in the activities of this body. Some of these activities which affect students more directly are the several intervarsity cultural festivals, travel to New Zealand and many countries in Asia, village schemes in Papua/New Guinea, raising money for aboriginal scholarships and World University Service, national campaigns on education, and the national student newspaper, National 'U'.

The Association, via general student meetings, ad hoc committees, and its officers, pursues policy on a wide variety of social, political, educational and welfare activities both internal to the campus and affecting our society as a whole. Frequently, controversial issues are raised and discussed. The ultimate decision on what your Association does, and how your money is spent, depends on all of you. The executive officers of your association are not there to decide policy, but to carry out your decisions.

It is more important than ever that new students help run the association. At the moment too few students do much of the work, and as the older students leave, the new ones must fill the gap or the association will collapse as a functioning unit. How can you help? Come to the general student meetings and vote; vote also in the S.R.C. elections and stand for positions that interest you. In general, try not to be apathetic or disinterested.

President — Mrs. Anne Kumm
Secretary — Mr. M. Pavlovic

FACULTY OF ARCHITECTURE

UNIVERSITY OF NEWCASTLE ARCHITECTURAL STUDENTS' ASSOCIATION

Membership is open to both students and staff of the Faculty of Architecture as well as the members of the Architectural profession. Students of other faculties are admitted as associate members.

The Society aims at bringing together students of the various levels within the Faculty and holds regular functions, social and academic, including guest lectures by prominent members of the profession.

Announcements of the Architectural Students' Association are found on the Faculty's Notice Board.

ACADEMIC DRESS

The Academic Dress worn by graduates of the Faculty of Architecture of the University of Newcastle are as follows:

GOWNS

Degree of Bachelor — A gown of black cloth as worn by Bachelors of the University of Cambridge.

Degree of Master — A gown of black cloth as worn by Masters of Arts of the University of Cambridge.

Degree of Doctor of Philosophy — A gown of garnet cloth faced with silver grey to a width of 4 inches.

CAPS AND BONNETS

Degree of Bachelor and Master — For men, a black cloth trencher cap, for women a black Canterbury cap.

Degree of Doctor of Philosophy — A black velvet bonnet with a silver cord.

HOODS

Degree of Bachelor of Science (Architecture) — A full hood of black silk lined to a depth of 6 inches with garnet and with a 1½ inch edging of silver grey.

Degree of Bachelor of Architecture — A full hood of black silk lined to a depth of 6 inches with garnet.

Degree of Master of Architecture — A full hood of black silk lined with garnet.

Degree of Doctor of Philosophy — A hood of garnet lined with silver grey.
SCHOLARSHIPS AND AWARDS

COMMONWEALTH UNDERGRADUATE SCHOLARSHIPS

The Commonwealth Government offers full or part-time scholarships to eligible architecture students covering University Fees and, in certain cases, living allowances.

Conditions may be obtained from the University Administration.

Closing date for applications is 31st October of the preceding year.

COMMONWEALTH POSTGRADUATE AWARDS

The Commonwealth Government is providing each year a number of awards for postgraduate study and research tenable in the Australian Universities. In the University of Newcastle the awards provide a substantial stipend. In addition, holders of these awards will be exempt from University tuition fees. The awards are tenable for one year but may be extended to a maximum duration of four years.

Persons domiciled in Australia who are University graduates or will graduate in the current academic year are eligible for the awards, the conditions of which may be obtained from the University Administration.

Applications for awards must be lodged with the Secretary by 31st October each year.

PRIZES

BOARD OF ARCHITECTS OF NEW SOUTH WALES PRIZE
ROYAL AUSTRALIAN INSTITUTE OF ARCHITECTS, NEWCASTLE DIVISION, PRIZE

JAMES HARDIE PRIZE

The above prizes are awarded to undergraduates in the Faculty of Architecture for academic proficiency. At present the terms of award of the prizes in 1973 are under review and details of the revised prize list when known will be made available on the Department of Architecture notice board.

SYSTEM OF MARKING

Examination results shall be in accordance with the following table:

<table>
<thead>
<tr>
<th>Description</th>
<th>Symbol</th>
<th>Percentage Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fail</td>
<td>F</td>
<td>0—39</td>
</tr>
<tr>
<td>Deferred</td>
<td>X</td>
<td>40—49</td>
</tr>
<tr>
<td>Pass</td>
<td>P</td>
<td>50—64</td>
</tr>
<tr>
<td>Credit</td>
<td>C</td>
<td>65—74</td>
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<tr>
<td>Distinction</td>
<td>D</td>
<td>75—84</td>
</tr>
<tr>
<td>High Distinction</td>
<td>HD</td>
<td>85—100</td>
</tr>
</tbody>
</table>

DRAWING OFFICE EQUIPMENT

Each student must furnish himself with essential equipment prior to commencing the course. Minimum requirements are:

A double elephant drawing board for home use with tee square to match.

12" adjustable set square.

Set of drawing instruments including spring bows and 6" compasses adaptable for pencil, pen and divider attachment.

12" architectural (not engine divided) composition scale with 1", ½", ¼" and 1".

Ruling and freehand pens, pencils varying from hard (H) to soft (B).

Water and poster colours.

Coloured pencils.

One 6' steel tape, combined for inches and metric.

Steel erasing shield.

Dusting brush.
REQUIREMENTS FOR THE DEGREE OF
BACHELOR OF SCIENCE (ARCHITECTURE)

1. Definitions

In these Requirements, “the Faculty” means the Faculty of Architecture, “the Faculty Board” means the Faculty Board of the Faculty of Architecture, and “the Dean” means the Dean of the Faculty of Architecture.

2. Grading of Degree

The degree of Bachelor of Science (Architecture) may be conferred as an ordinary degree or as a degree with merit.

3. Qualification for the Degree

(a) To qualify for the degree a candidate shall complete the course as prescribed in either Schedule A, or Schedule B of these Requirements.

(b) (i) The first year of the course shall require attendance as a full-time student.

(ii) A candidate who is allowed to proceed beyond the first year shall enrol as either a full-time student or a part-time student.

(iii) Full-time students shall follow the course as given in Schedule A and part-time students that given in Schedule B.

(iv) After the completion of the first year of the course a candidate may transfer between full-time and part-time enrolment in the course under such conditions and with such standing as the Faculty Board may determine.

(c) To complete the course a candidate shall—

(i) attend lectures, tutorials, seminars and practical classes,

(ii) submit written work and other assignments,

(iii) pass examinations, and

(iv) meet any other requirements,

as may be determined by the Faculty Board.

4. Progression

(a) A candidate shall complete all subjects of any year or stage of the course before proceeding to the next.

(b) Notwithstanding clause 4(a), the Faculty Board may allow a candidate who has failed to meet this Requirement to proceed on such conditions as it shall determine.

5. Standing

A candidate may be granted standing in the course in accordance with conditions to be determined by the Faculty Board.

6. Withdrawal

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

(b) A candidate who withdraws from any subject after the sixth Monday in second term shall be deemed to have failed in that subject unless granted permission by the Dean to withdraw without penalty.

7. Relaxing Clause

In order to provide for exceptional circumstances arising in particular cases, the Senate, on the recommendation of the Faculty Board may relax any Requirement.

8. Transition Requirements

(a) Every student who in 1972 is enrolled in Year I, II or III or Stage 1, 2, 3 or 4 of the course for the degree of Bachelor of Architecture shall elect not later than 5 January, 1973 to proceed either under the degree requirements under which he was enrolled in 1972, or under the Requirements for the degree of Bachelor of Science (Architecture).

(b) Any student electing to proceed under the new degree requirements shall be granted full standing for each year, stage or subject completed in the course for the degree of Bachelor of Architecture.
SCHEDULE OF SUBJECTS — SCHEDULE A

BACHELOR OF SCIENCE (ARCHITECTURE)
FULL-TIME COURSE

YEAR I

Design I
  Theory of Design I
  Design I (Studio)
Construction I
Structures I
Building Science I
(Properties of Materials)
History of Architecture I
Drawing I
  Architectural
  Freehand
  Descriptive Geometry and Perspective
Building Trades
Mathematics IS
Physics IC

YEAR II

Design II
  Theory of Design II
  Design II (Studio)
Construction II
Structures II
Building Science II A
(Climate Control)
Building Science II B — Materials Testing (CE220)
History of Architecture II
Drawing II
  Architectural
  Freehand
Building Services A
(Plumbing and Drainage)

YEAR III

Design III
  Theory of Design III
  Design III (Studio)
Construction III
Structures III
Building Science III
(Lighting and Acoustics)
History of Architecture III
Drawing III (Life Class)
Building Services B
(Mechanical and Electrical Installations)
Surveying (CE340)

SCHEDULE OF SUBJECTS — SCHEDULE B

BACHELOR OF SCIENCE (ARCHITECTURE)
PART-TIME COURSE

STAGE 1
  As for full-time course.

STAGE 2

Construction II
  Structures II
Building Science II A — Materials Testing (CE220)
History of Architecture II
Drawing II
  Architectural
  Freehand

STAGE 3

Design II
  Theory of Design II
  Design II (Studio)
Structures III
Building Science II A
(Climate Control)
Building Science III
(Lighting and Acoustics)
History of Architecture III
Building Services A
(Plumbing and Drainage)

STAGE 4

Design III
  Theory of Design III
  Design III (Studio)
Drawing III (Life Class)
Construction III
Building Services B
(Mechanical and Electrical Installations)
Surveying (CE340)
REQUIREMENTS FOR THE DEGREE OF
BACHELOR OF ARCHITECTURE

1. Definitions
In these Requirements, “the Faculty” means the Faculty of Architecture, “the Faculty Board” means the Faculty Board of the Faculty of Architecture, and “the Dean” means the Dean of the Faculty of Architecture.

2. Grading of Degree
(a) The degree of Bachelor of Architecture may be conferred as an ordinary degree or as a degree with honours.
(b) There shall be two classes of Honours, namely Class I and Class II.

3. Registration as a Candidate
(a) An application to register as a candidate for the degree shall be made on the prescribed form and lodged with the Secretary at least one full calendar month before the commencement of First Term.
(b) To be eligible for registration as a candidate an applicant shall—
(i) have satisfied all requirements for admission to the degree of Bachelor of Science (Architecture) in the University of Newcastle; or
(ii) have satisfied all requirements of another university for an equivalent qualification approved for this purpose by the Faculty Board; or
(iii) in exceptional circumstances hold such other academic and professional qualifications as may be approved by Senate on the recommendation of the Faculty Board.

4. Qualification for the Degree
(a) To qualify for the degree a candidate shall complete the course as prescribed in Schedule C or Schedule D of these Requirements.
(b) To complete the course a candidate shall—
(i) attend lectures, tutorials, seminars and practical classes,
(ii) submit written work and other assignments,
(iii) pass examinations, and
(iv) meet any other requirements as may be determined by the Faculty Board.

(c) (i) A candidate who is engaged in approved employment may with the approval of the Dean be enrolled as a part-time student and granted exemption from attendance for part of the studio work in Design.
(ii) Any part-time student must have attended a minimum of three years study at this University before being admitted to the degree.
(iii) Full-time students shall follow the course as given in Schedule C, and part-time students that given in Schedule D.
(iv) Notwithstanding the previous section 4(c)(iii) a student who was enrolled in the Bachelor of Architecture course in 1972 may elect, not later than the closing date for the lodgement of re-enrolment forms for the 1973 academic year, to proceed as a part-time student under the degree requirements of 1972 and shall follow the course as given in Schedule C, provided he complies with Sections 4(c)(i) and (ii) and all other clauses of these Requirements.

5. Progression
(a) A candidate shall complete all subjects of the first year of the course before proceeding to the second
(b) Notwithstanding the previous section the Faculty Board may allow a candidate who has failed to meet this Requirement to proceed on such conditions as it shall determine.

6. Standing
A candidate may be granted standing in the course in accordance with conditions to be determined by the Faculty Board.

7. Withdrawal
(a) A candidate may withdraw from a subject or course only by informing the Secretary to the University in writing and the withdrawal shall take effect from the date of receipt of such notification.
(b) A candidate who withdraws from any subject after the sixth Monday in second term shall be deemed to have failed in that subject unless granted permission by the Dean to withdraw without penalty.

8. Relaxing Clause
In order to provide for exceptional circumstances arising in particular cases, the Senate, on the recommendation of the Faculty Board may relax any Requirement.
SCHEDULE OF SUBJECTS — SCHEDULE C

BACHELOR OF ARCHITECTURE
FULL-TIME COURSE

YEAR I

Design IV
  Theory of Design IV
  Design IV (Studio)
Structures IV
Australian Architecture
Specifications
Professional Practice A
Town Planning A

YEAR II

Design V and Structural Seminar
  Design V (Studio)
  Theory of Design V
Architectural Research
Fine Arts
Estimating
Professional Practice B
Town Planning B

SCHEDULE OF SUBJECTS — SCHEDULE D

BACHELOR OF ARCHITECTURE
PART-TIME COURSE

STAGE 1

Professional Practice A
Structures IV
Australian Architecture
Specifications
Town Planning A
Estimating

STAGE 2

Design IV
  Theory of Design IV
  Design IV (Studio)
Professional Practice B
Architectural Research
Fine Arts
Town Planning B

STAGE 3

Design V and Structural Seminar
  Theory of Design V
  Design V (Studio)

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EXPLANATORY NOTES TO THE B.SC.(ARCH.) AND B.ARCH. DEGREE REQUIREMENTS

1. CRITERIA FOR AWARD OF THE DEGREES WITH MERIT AND HONOURS

The B.Sc.(Arch.) Degree with merit and the B.Arch. Degree with honours are awarded on a point system. This system allocates points to a candidate's grades relative to a scaled weighting as shown in the schedule below. The candidate's weighted scores for each grade are summated. The result is compared with the conditions which follow in order to determine whether merit or honours shall be awarded.

Some candidates may have been awarded standing in the Degree Courses in recognition of studies undertaken at another University, or other Institution. These candidates will be assessed on the basis of the results that they obtained at the other Institution in subjects considered equivalent to those undertaken at the University of Newcastle.

(a) Conditions for the Award of the B.Sc.(Arch.) Degree with Merit
   To be awarded the Degree with merit a candidate shall —
   (i) have no continuing record of failure
   (ii) have obtained 44 points or more

(b) Conditions for the Award of the B.Arch. Degree With Honours
   To be awarded the Degree with Honours Class I a candidate shall—
   (i) have no record of failure
   (ii) have obtained 33 points or more
   (iii) have obtained at least credit gradings in Design IV and Design V

   To be awarded the Degree with Honours Class II a candidate shall—
   (i) have no continuing record of failure
   (ii) have obtained 26 points or more
   (iii) have obtained at least a credit grading in Design V.

SCHEDULE OF SUBJECTS

<table>
<thead>
<tr>
<th>GROUP</th>
<th>POINT SCALE</th>
<th>SUBJECTS</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Credit</td>
<td>Building Trades</td>
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<tr>
<td></td>
<td>Distinction</td>
<td>Drawing 1A</td>
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<td>Drawing III</td>
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<td>Surveying</td>
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<td>Building Services A</td>
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<td>Building Services B</td>
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<td>Mathematics 1S</td>
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<td>Physics 1C</td>
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<td>2.</td>
<td>Credit</td>
<td>Construction I</td>
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<td></td>
<td>Distinction</td>
<td>Construction II</td>
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<td>Building Science III</td>
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<td>History of Architecture I</td>
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<td>History of Architecture II</td>
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<td>History of Architecture III</td>
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<td></td>
<td>Australian Architecture IV</td>
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<td>Professional Practice A</td>
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<td>Professional Practice B</td>
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<td>Town Planning A</td>
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<td>Fine Arts</td>
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<td>Specifications</td>
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<td>3.</td>
<td>Credit</td>
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<td>Distinction</td>
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<td>Design IV</td>
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<td>Design V</td>
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</table>
2. CONDITIONS FOR TRANSFER IN ATTENDANCE STATUS

Candidates wishing to transfer from full-time to part-time attendance, or vice versa, shall do so under the following conditions. In this context, “transfer” shall mean between one year and the next or within a year.

(a) Standing and Progression

Candidates shall be granted standing in each subject passed during their previous attendance status provided that they comply with the conditions governing progression given below.

(b) Approved Employment for Part-time Students in accordance with Section 4(c)(l) of the B.Arch Degree Requirements

Approved employment means employment in the office of a registered architect, in the architectural section of a government department or industrial organisation.

Employment in a technical capacity in the allied field of town planning, quantity surveying, civil engineering and building may also be approved, but must not exceed 25% of the total required time of practical experience.

3. CONDITIONS FOR PROGRESSION

After completion of the final examinations in a Year or Stage candidates may seek guidance on their subsequent enrolment by referring to the conditions below.

<table>
<thead>
<tr>
<th>Examination Results in a Year or Stage</th>
<th>Subsequent Enrolment</th>
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</thead>
<tbody>
<tr>
<td>1. Pass all subjects</td>
<td>1. Enrol in the subsequent Year/Stage</td>
</tr>
<tr>
<td>2. Fail the Design subject</td>
<td>2. Repeat the Design subject, if not excluded</td>
</tr>
<tr>
<td>3. Fail one continuing subject*†, apart from Design</td>
<td>3. Enrol in subsequent Year/Stage and carry the failed continuing subject</td>
</tr>
<tr>
<td>4. Fail one terminating subject‡</td>
<td>4. Enrol in the subsequent Year/Stage and the failed terminating subject*</td>
</tr>
</tbody>
</table>
| 5. Fail two terminating subjects‡     | 5. Enrol in the subsequent Year/Stage and the two failed terminating subjects, with the option of deferring enrolment in one of these subjects to a later year.
| 6. Fail one continuing subject*† (apart from Design) and one terminating subject‡ | 6. Enrol in subsequent Year/Stage and the continuing subject with the option of deferring subsequent enrolment in the terminating subject until a later year |
| 7. Fail two continuing subjects‡ apart from Design | 7. Repeat the failed subjects, if not excluded |
| 8. Fail three or more subjects         | 8. Repeat the failed subjects, if not excluded |

* Where two subjects have been failed in Year/Stage, approval to enrol as indicated must be sought from the Dean.
† Terminating subjects are those for which study at a high level in a subsequent Year or Stage is not prescribed. Continuation subjects are all other subjects.

In particular candidates are advised that it has been the practice of the Faculty Board, Faculty of Architecture, to review the academic progress of students in their first year of enrolment. As a result of this review students who fail approximately three-quarters of their first year programme have been recommended for exclusion by the Admissions Committee. This degree of approximation exists as the Faculty Board wishes to preserve flexibility in making decisions on individual students.

The Faculty Board intends to continue this policy in the future.

The rules of the University governing academic progress from year to year shall apply to all students in the Faculty of Architecture (Refer By-laws 5.4.1 and 5.4.2).
4. CONDITIONS FOR THE GRANTING OF STANDING

(a) Standing may be granted to students who have studied at another University, University College, other Institution or other Faculty of the University of Newcastle in recognition of any subject, or years of a course, passed during such study on the following conditions:

(i) the subject, or year of the course, for which standing is granted shall have a reasonable correspondence with a subject, or year of the course, included in the Degree Course at the University of Newcastle.

(ii) standing shall not be granted in more than half of the subjects prescribed for the Degree Course.

(b) Standing may be granted to an undergraduate of the Faculty of Architecture of the University of Newcastle in recognition of any subject passed at another University, University College or other Institution subsequent to the undergraduate's matriculation to the University of Newcastle, on the following conditions:

(i) the subject for which standing is granted shall have a reasonable correspondence with a subject included in the Degree Course at the University of Newcastle

(ii) standing shall not be granted in more than one third of the subjects prescribed for the Degree Course.

(c) Standing may not be granted beyond the provision of By-law 5.8.1.3.

5. ASSESSMENT OF QUALIFICATIONS FOR ENTRY TO THE B.Arch. DEGREE COURSE

The Degree Requirements stipulate the award of the B.Sc.(Arch.) degree before entry to the B.Arch. degree course. However the Faculty Board may accept a graduate from another University who has obtained a qualifications equivalent to the B.Sc.(Arch.). In addition the Senate may, on the recommendation of the Faculty Board, accept other academic and professional qualifications for registration purposes.

The Faculty Board has not laid down any conditions for the assessment of these other qualifications for entry to the B.Arch. degree course. Individual applications for admission to the course will be considered on their merits.

DESCRIPTION OF SUBJECTS

(A) DESIGN

This subject embodies and applies all the subject matter of the other lectures and studies in the course. Design includes planning, construction, specialised building techniques, engineering services and equipment, specification, estimating, and building job supervision and control.

The Design course consists of a series of lectures and studio assignments. The problems are planned to develop a knowledge of the fundamental aesthetic and technical aspects of building, and to stimulate imaginative thinking in the process.

In all projects, structure and construction are considered an essential part of design. Special or unusual features are required to be substantiated by drawn details of construction. Towards the end of the course, structural calculation and details of construction are produced for a large building.

The lectures will introduce students to the theoretical and factual bases of the design assignments.

Studio work consists of the design and architectural representation of projects which are realistically programmed, located on actual sites and integrated with their environment. Economics are taken into account and estimates are required with the designs. Students must comply with all regional government acts and by-laws applicable to their work.

An incidental purpose of studio work is the academic study of civic building problems in the Newcastle region. For the senior years this is an important factor in the selection of studio subjects which, by display and public discussion, can make a contribution to the architectural development of the area.

Studio projects are sometimes made the subject of a competition within the class, with a prize being awarded to the winning design.

Projects are assessed by a panel of staff members who, as the occasion warrants it, may co-opt outside experts, and criticisms and discussion in class follow.

DESIGN I

A lecture course to develop an appreciation of the fundamental principles of design.

In the studio students are given small projects as a vehicle for coming to grips with basic architectural elements and techniques of presentation. This is closely related to concurrent instruction in Building Science, Trade and Construction.

Books
C. Jones, Design Methods
R. G. Scott, Design Fundamentals
Ramsay and Sleeper, Architectural Graphic Standards
Architectural and Building Drawing Practice (A.S. No. CA25)
DESIGN II

Studio assignments are of a residential nature, but increased in scope. They may consist of a regional housing scheme, sponsored by a municipality or industrial concern on suburban land, walk-up flats or other types of medium density group housing. Site planning is governed by townplanning and regional aspects. In the course of the year, other components of the scheme may be developed, for instance a kindergarten, chapel, doctor’s residence, a neighbourhood shopping centre and the like.

Books
Teague, Design this Day
David Pye, The Nature of Design
R. Banham, Design Theory in the First Machine Age

DESIGN III

Assignments consist of institutional projects such as schools, old people’s homes, colleges, and medium size civic projects like churches, town halls, libraries and the like.

Books
C. Siegal, Structure and Form in Modern Architecture
L. Moholy-Nagy, Vision in Motion
B. Zevi, Towards an Organic Architecture
E. Neufert, Architects' Data

DESIGN IV

The year’s work is devoted to the design of the urban development and town planning projects related to the Newcastle Region. Architectural projects include commercial, industrial, institutional and civic buildings.

Books
References vary according to the assignments undertaken in the studio.

DESIGN V

Assignments are given in advanced planning, involving urban and environmental problems and the investigation of industrial, commercial, institutional, civic and other large building projects. Associated questions of economics, structure mechanical equipment and services form part of the investigation.

Hospitals, theatres, art galleries, buildings for rail, road or air transport, education, sports, industry, commerce and similar are suitable projects for studio work at this level.

Books
References vary according to the assignments undertaken in the studio.

(B) BUILDING CONSTRUCTION

The course consists of lectures and studio assignments and is intended to give the student a basic working knowledge of the materials and methods of construction of buildings of all kinds.

CONSTRUCTION I


STUDIO: Details of construction illustrating selected work treated in lectures. Methods of transmitting requirements by detail drawings and specification clauses.

Books
Architectural and Building Drawing Practice (A.S. No. CA25)
C.E.B.S. Notes on the Science of Building I—Latest Issue
Local Government Ordinance No. 71
Sydney Corporation Act By-laws 51-58 inclusive
G. A. Mitchell, Building Construction, Elementary Course
G. F. Mackey, Gregory's Modern Building Practice in Australia
W. W. Sharp, Australian Methods of Building Construction
E. De Mare, New Ways of Building

CONSTRUCTION II

LECTURES: Requirements of buildings of two-storey load-bearing construction, domestic and industrial, in masonry and structural timber. Basement construction; elementary construction in structural steel and concrete.

STUDIO: Drawn details and contract drawings of work treated in lectures. Design of elements of construction with specifications. Details of selected work designed in Structures II.

Books
G. M. Parker, Materials and Methods of Architectural Construction
G. A. Mitchell, Building Construction (Advanced) Parts 1 and 2

CONSTRUCTION III


STUDIO: Assignments involving the investigation, design and detail of constructions treated in lectures. Details of selected work designed in Structures III.

Books
N. Salvadori & R. Heller, Structures in Architecture
(C) STRUCTURES

Structures I, II and IV are given to Architectural students by the Department of Civil Engineering.

CE104 STRUCTURES I

A course in statics applied to structures. Equilibrium of two-dimensional force systems; funicular polygon; shear force, axial force, bending moment; pin-jointed frames; analytical and graphical treatment; three-dimensional systems.

Book
A. S. Hall & F. E. Archer, Engineering Mechanics, Principles of Statics (University of N.S.W. Students' Union Publication)

CE205 STRUCTURES II

Uniaxial loading, states of stress and strain; stress and strain relationships; internal forces, internal stresses, deflexion of beams, torsion and buckling.

Book

CE306 STRUCTURES III

Principles of structural design, loadings, use of codes; steel design, riveted, bolted and welded joints, columns (Perry-Robertson formula), beams, plated beams, plate web girders, roof trusses; reinforced concrete design, simple beams, doubly reinforced beams, tee-beams, one-way slabs, axially loaded columns, eccentrically loaded columns by charts, column footings.

Books
S.A.A. Loading Code — Part II, — Wind Forces — A.S.C.A. 34 Part II — 1971 (Standards Assoc. of Aust.)
Code for Concrete in Buildings—A.S.C.A. 2,1963 (Standards Assoc. of Aust.)
Steel Structures Code—A.S.C.A.I. 1972 (Standards Assoc. of Aust.)
Hot-Rolled Carbon Steel Sections and Plates—B.H.P.-AIS (B.H.P. Co. Ltd.)
Ferguson, P. M., Reinforced Concrete Fundamentals (Wiley)
Bresler, B., Lin, T. Y. & Scalzi, J. B., Design of Steel Structures (Wiley)

Reference
Metric Units (Standards Assoc. of Aust.)

CE407 STRUCTURES IV

Types of multistorey frames and methods of bracing; introduction to analysis of indeterminate frames using moment distribution and frame tables. Approximations used for preliminary design; Introduction to plastic analysis of frames; soil mechanics problems in foundations—retaining walls; description of behaviour of two-way and flat slabs including ribbed slabs; introduction to prestressed concrete, prestress losses; ultimate load behaviour of reinforced and prestressed slabs; design by load balancing; elementary theory of shells and folded plates.

Books
Salvadori, M. & Levy, M., Structural Design in Architecture (Prentice Hall)
Lin, T. Y., Design of Prestressed Concrete Structures (Wiley)
Salvadori, M. & Heller, R., Structure in Architecture (Prentice Hall)
Teng, W. C., Foundation Design (Prentice Hall)

(D) BUILDING SCIENCE

This subject deals with the application of the methods and findings of science as applied to the problems of the building industry in two principal fields:

1. MATERIALS. The properties, uses, testing and selection of materials.

2. ENVIRONMENTAL PHYSICS. The analysis of human requirements and methods for their satisfaction in such fields as heating, ventilation, lighting and acoustics.

At the commencement emphasis is placed on broad general principles, whilst at later stages certain aspects are studied in more detail.

BUILDING SCIENCE I (Property of Materials)

Introduction to the science of building, scientific method and measurement.

The application of chemical and physical laws in the study of building materials and the natural environment.

The functional requirements of buildings and the principles through which these may be satisfied.

The nature, properties, manufacture, and uses of the primary building materials, including their testing and compliance with statutory standards and recommendations.
BUILDING SCIENCE IIA (Climate Control)

The thermal environment and the physiological factors of human comfort.

- Climatology, fundamentals of electromagnetic radiation and heat transfer, thermal properties of materials and buildings, principles of insulation.
- Hygrometry and condensation.
- Geometry of shade, control of sunlight penetration and solar radiation.
- Basic theory of heating, cooling and ventilation.
- Further study of secondary building materials.

Books

- R. O. Phillips, *Sunshine and Shade in Australia*
- J. W. Drysdale, *Designing Houses for Australian Climates*, CEBS Bulletin No. 6
- N. S. Billington, *Thermal Properties of Buildings*
- T. Bedford, *Basic Principles of Ventilation and Heating*
- C. G. Mueller, *Sensory Psychology*

CE220 BUILDING SCIENCE IIB

A course of lectures and laboratory work given by the Department of Civil Engineering. The subject matter covers general materials technology; load-deformation characteristics of structural materials; concrete technology.

Books


BUILDING SCIENCE III (Lighting and Acoustics)

LIGHTING: Basic concepts, elementary photometry; consideration of light sources and controls; colour; physiological, psychological and aesthetic aspects; vision.

- The calculation and design of artificial illumination installations and the uses of daylighting standards and assessments.

ACOUSTICS: Basic concepts and measurement, hearing. Noise control, transmission of airborne and structure borne sound, absorption and acoustic materials, calculation of transmission loss and control of sound. Geometric acoustics, reverberation, echoes, the design of auditoria and other building types.

Books

- A. Lawrence, *Acoustics in Building*
- B. Kinsey and H. Sharp, *Environmental Technologies in Architecture*
- W. R. Stevens, *Principles of Lighting*
- L. L. Beranek, *Noise Reduction*
- V. O. Knudsen and C. N. Harris, *Acoustical Design in Architecture*
- P. H. Parkin and H. R. Humphreys, *Acoustics, Noise in Buildings*
- Parkin, Purkins and Schales, *Field Measurement of Sound Between Dwellings* (HMSO)
- BSS 661: 1955, *Glossary and Acoustical Terms*
- CP3 111: *Sound Insulation and Noise Reductions*
- S.A.A. CA30, *Code for the Artificial Lighting of Buildings*

(E) HISTORY OF ARCHITECTURE

This is one of the basic subjects leading to Architectural Design. Students of architecture should obtain some knowledge of past systems of building, the use of materials, and the principles of design for purpose and beauty. The subject is treated in a general manner, but certain buildings and other works of construction are examined analytically, the approach being critical rather than archaeological. Research assignments and/or examinations are required in each term of each year.

HISTORY OF ARCHITECTURE I, II AND III

This course covers the History of Architecture from antiquity past the middle ages to modern. It includes geographical, geological, climatic, religious, social and historical influences on architecture and extends into the allied fields of painting and sculpture within each period. The study of the industrial revolution of the nineteenth century and the emergence of new materials and engineering techniques leads to an assessment of modern architecture, demonstrated with significant contemporary buildings and biographical information of their architects.
Books
B. Fletcher, *A History of Architecture*
B. Allsopp, *A General History of Architecture*
N. Pevsner, *An Outline of European Architecture*
Hamlyn, *World Architecture*
L. Mumford, *The City in History*
G. Scott, *The Architecture of Humanism*
R. Wittkower, *Architectural Principles in the Age of Humanism*
The Art and Architecture of Japan
S. Giedion, *Space, Time and Architecture*
J. Richards, *An Introduction to Modern Architecture*
N. Pevsner, *Pioneers of Modern Design*
S. Piggott, (ed.), *The Dawn of Civilization*
H. G. Wells, *Outline of History*

AUSTRALIAN ARCHITECTURE
The History of Architecture in Australia, within the framework of the general history course.
Working in a group the student is called upon to do field investigations and prepare measured drawings of buildings of historical significance in the Hunter Valley.

Books
M. E. Herman, *Early Australian Architects and their Work*
M. E. Herman, *The Blackets*
M. E. Herman, *Victorian Sydney*
Casey, Maie, *Early Melbourne Architecture*

(F) DRAWING I AND II — ARCHITECTURAL
The subject encompasses all types of drawing used in the practice of architecture including lettering. Practical work is given to develop skill in observation and awareness. The student is introduced to physical, sensory and perceptual aspects of colour and form in a visual studies studio, and emphasis is placed on the development of the student's own approach to graphic communication techniques.

Books
Ken Garland, *Graphics Handbook*
Maurice de Sausmarez, *Bridget Riley*

(G) DRAWING I AND II — FREEHAND
Outdoor sketching, freehand perspective drawing and quick sketching in and outside of the visual studies studio are developed. Exercises in the use of pencil, pen, water colour and poster colour are included. The student's skill and ability in the use of the various media and techniques are tested with importance given to the development of a personal approach to visual information. Objects of outdoor sketching include historical buildings in the Newcastle region.

(H) DRAWING I — DESCRIPTIVE GEOMETRY
The subject encompasses line drawing, plane geometry, solid geometry and shadow projection. Exercises are carried out in orthographic, isometric and oblique projection. In addition, the problem of spatial relationships is studied in two and three-dimensional forms and basic design exercises are given to develop considerations in organised space.

Books
L. A. Lee & R. F. Reekie, *Descriptive Geometry for Architects and Builders*
Maurice de Sausmarez, *Basic Design — The Dynamics of Visual Form*
Guy Brett, *Kinetic Art — The Language of Movement*
Ian Henderson, *Rhodec International Design Manual 1972*

(I) DRAWING I — PERSPECTIVE
The theory of parallel and two point perspective is related to freehand and architectural drawing and integrated with the design course.

(J) DRAWING III — LIFE CLASS
Life drawing is considered an important part of work carried out within visual studies. The study of the human figure is related to an understanding of structure, and exercises are given in the variety of ways of understanding form through drawing techniques.
(K) BUILDING SERVICES A
(Plumbing and Drainage)

Principles and practice as controlled by regulation for domestic and commercial building services including drainage, sanitary plumbing, water supply and reticulation, fire services, gas services, hot water service heaters and tanks, efficiency of units and relative costs are considered.

Book
H. Y. Randerson, Australian Sanitary Engineering Practice

(K) BUILDING SERVICES B
(Mechanical and Electrical Installations)

Design principles and practical requirements of the following services and their application to buildings are studied to provide the architect with sufficient information for selection and inclusion in building projects. Heating, ventilation, air-conditioning, refrigeration, electrical services, communication systems, fire protection, lifts.

Books
R. Whitely, *A Guide to Building Services for Australian Architects*
B. Kinsey and H. Sharp, *Environmental Technologies in Architecture*

(L) TOWN PLANNING A

The course provides an outline of the aims of town and country planning and its relationship to the techniques of architecture, civil engineering, geography, sociology, land economics and land surveying. The course touches on the history, theory and practice of town and country planning and includes considerations of traffic and transportation, elements of civic design, the planning of residential areas and principles of regional planning. Of equal importance is the study of the environment and management of resources.

By arrangement with the Dean, students from other Faculties are welcome to attend this lecture course.

Books
Brown and Sherrard, *Town and Country Planning*
L. Mumford, *The City in History*
D. Winston, *Sydney's Great Experiment*
Chapin, *Urban Land Use in Planning*
Buchanan Report, *Traffic in Towns*
J. Miller, *The Nature of Politics*
Margaret Mead, *Cultural Patterns and Technical Change*
F. R. Hiorns, *Town Building in History*
L. B. Keeble, *Principles and Practice of Town and Country Planning*

(L) TOWN PLANNING B

An extension of the subject matter of Town Planning A, emphasising the architectural aspects of town planning with particular reference to requirements in community planning, Government housing, residential and estate development.

By arrangement with the Dean, students from other Faculties are welcome to attend this lecture course.

Books
Text as for Town planning A.

(M) BUILDING TRADES

The general purpose of this subject is to familiarise the student with the materials, tools and terms used by the building craftsmen and the interworking of building trades.

Specialist trade teachers give short lectures and demonstrations in the technique of bricklaying, carpentry and joinery, plastering, plumbing, drainage and painting. Each student is required to do some practical work.

(N) ARCHITECTURAL RESEARCH

Architectural Research is concerned with the study and critical assessment of contemporary buildings of architectural merit. Significant examples are demonstrated from current magazines.

This subject is conducted as a seminar, where each student is required to conduct an investigation into an aspect of modern architecture, to present an illustrated address to his fellow students and to take part in discussion.

By arrangement with the Dean, students from other Faculties are welcome to attend lectures.
FINE ARTS

A broad survey of painting and sculpture of all ages, covering the cultural and historical backgrounds of various styles, the lives of artists and visual demonstration of works.

By arrangement with the Dean, students from other Faculties are welcome to attend lectures.

Books
H. H. Arnason, A History of Modern Art
A. McCulloch, Encyclopedia of Australian Art
B. S. Myers, Dictionary of Art, Vols I-V
Joachim Fernau, Encyclopædia of Old Masters
Michael Levey, A Concise History of Painting from Giotto to Cezanne
Lake and Maillard, A Dictionary of Modern Painting

SPECIFICATIONS

Subject matter covered by lectures includes:

Specifications, their purpose, legal significance and relationship to building contract. Types of specifications and their uses. Methods of preparation; sources of information; schedules; abstracts; and general conditions. The basic principles of quantities and specified bills of quantities.

Books
H. G. Edwards, Specifications
A. S. Eggleston, The Practising Architect

ESTIMATING

Methods used for estimating; standard mode of measurement; project, establishment and other on-costs charges; awards, insurance, taxes, etc. Scale of fees and charges by local and other authorities.

Measuring and methods of adjusting variations; grouping of unit item to obtain a bulked cost rate for different structural parts of buildings; comparison of costs for alternative methods of construction related to structural parts of buildings; preparation of preliminary estimates from sketch plans; tenders.

PROFESSIONAL PRACTICE A

Subjects dealt with include:

An Architect's work, principles of preparing plans, specifications and estimates, surveys of buildings and sites, code of professional conduct, architectural competitions, conditions of engagement and scale of minimum charges, agreements between client and architect, professional indemnity insurance, Lump sum contracts and conditions, forms of certificates and notice of practical completion, arbitration, building regulations, quantity surveying, tendering, supervision, office administration, consultants, correspondence, etc.

Books
Year Book, R.A.I.A.
A. E. Eggleston, The Practising Architect
E. J. Rimmer, The Law relating to Architects
H. H. Turner, Architectural Practice and Procedure
A. A. Hudson, The Law of Building and Engineering Contracts

PROFESSIONAL PRACTICE B

During the first two terms this is presented by a lecturer qualified in legal studies. The subject matter includes

1. THE SOURCES OF AUSTRALIAN LAW AND THE LAW OF THE STATE OF NEW SOUTH WALES.
4. R.A.I.A. CONTRACTS. A study of the various clauses contained in the contract with particular reference to:
Position of the architect under the contract and his powers. Scope of Contract. Termination of Contract by builder or by proprietor. Subcontractors. Bills of quantities. Progress and final certificates. Building regulations, notices, etc.
6. NEGLIGENCE AND DUTIES AND LIABILITIES. Negligence and professional negligence. The duty of care and responsibility owed by architects and builders. The assessment of damages for negligence.

7. DEFAMATION. LAW OF COPYRIGHT.


In Third Term the subject is conducted by a lecturer qualified in Accountancy. The contents include general principles of accountancy, bookkeeping, financial management of building projects, analysis of property investment, valuations, etc.

(S) OTHER SUBJECTS

PHYSICS IC

A subject designed for students in the Faculty of Architecture. The lectures will comprise two-thirds of the Physics IB course. Some laboratory periods will also be required, making a total of 80 hours for the subject, which will not count as a Science unit.

The subject will be examined by one 2 hour paper at the beginning of Second Term and one 2 hour paper at the beginning of Third Term.

CE340 SURVEYING

A course of lectures and field work given in the Department of Civil Engineering.


MATHEMATICS IS (Available only to students in the Faculty of Architecture)

A subject of two lecture hours and one tutorial hour per week for three terms comprising Topic CA and Topic NM from Mathematics I.

Topic CA — Calculus — M. J. Hayes


Text
Calcument Vol. I 2nd Ed.—T. Apostol (Ginn Blaisdell, 1967)

Topic NM — Numerical Mathematics — A. J. Guttmann

Introduction to computers, algorithms, flowcharts and Fortran coding. Elementary data analysis: calculations of sample moments and order statistics and programming of these operations. Introduction to statistical analysis and numerical analysis with computer illustrations. The writing of successful computer programs is a required part of this topic.

Text
Introduction to Fortran IV Programming — J. M. Blatt
(Computer Systems Aust., 1969)

References
1900 Series Fortran (Technical Publication 4088)
International Computers Ltd.
Statistical Computations on a Digital Computer — W. J. Hemmerle
(Blaisdell, 1967)
A First Course in Numerical Analysis — A. Ralston
(McGraw Hill, 1965)
REQUIREMENTS FOR THE DEGREE OF
MASTER OF ARCHITECTURE

1. An application to register as a candidate for the degree of Master of Architecture shall be made on the prescribed form which shall be lodged with the Secretary at least one full calendar month before the commencement of the term in which the candidate desires to register.

2. An application for registration for the degree of Master shall have been admitted to a Bachelor's degree in Architecture in an approved University, provided that,
   (i) In exceptional cases, persons may be permitted to register as candidates for the degree of Master if they submit evidence of such general and professional attainments as may be approved by the Senate.
   (ii) The registration of diplomates of the New South Wales Department of Technical Education as candidates for the degree of Master of Architecture shall be determined in each case by Senate. Normally such applicants shall be required to produce evidence of academic and professional progress over a period of five years from the time of gaining the diploma.

3. The applicants approved by the Senate shall register in one of the following categories:
   (i) Student in full-time attendance at the University.
   (ii) Student in part-time attendance at the University.
   (iii) Student working externally to the University.

4. An approved applicant shall be required to pay the undermentioned fee:
   Supervision fee of:
   (a) $384.00 per annum for students in full-time attendance at the University.
   (b) $231.00 per annum for students in part-time attendance at the University.
   Fees shall be paid in advance.

5. Every candidate for the degree shall be required to carry out a programme of advanced study, to take such examinations, and to perform such other work as may be prescribed by Senate. The programme shall include the preparation and submission of a thesis embodying the results of all original investigations or design relative to architecture. The candidate may submit also for examination any work he has published whether or not such work is related to the thesis.

6. The investigation or design, and other work as provided in paragraph 5 shall be conducted under the direction of a supervisor appointed by Senate or under such conditions as Senate may determine.

7. Every candidate shall submit three copies of the thesis as provided under paragraph 5. All copies of the thesis shall be in double-spaced typescript, shall include a summary of approximately 200 words, and a certificate signed by the candidate to the effect that the work has not been submitted for a higher degree to any other University or institution. The ORIGINAL copy of the thesis for deposit in the Library shall be prepared and bound in a form approved by the University. The other two copies of the thesis shall be bound in such a manner as allows their transmission to the examiners without possibility of disarrangement.
   It shall be understood that the University retains the three copies of the thesis and is free to allow the thesis to be consulted or borrowed. Subject to the provisions of the Copyright Act (1968) the University may issue the thesis in whole or in part in photostat or microfilm or other copying medium.

8. No candidate shall be considered for the award of the degree until the lapse of six complete terms from the date from which the registration becomes effective, save that in the case of a full-time candidate who has obtained the degree of Bachelor of Architecture with Honours or who has had previous research experience, this period may, with the approval of Senate, be reduced by not more than three terms.

9. For each candidate there shall be two examiners appointed by Senate, one of whom shall, if possible, be an external examiner.

*The thesis and other relevant work may be submitted to the Secretary at any time during the year, within the provisions of paragraph 8 of the Master of Architecture Regulations. In order that a successful candidate may have a reasonable chance of having his degree awarded at a conferring of degrees ceremony, the candidate should arrange for his thesis and other relevant work to be in the hands of the Secretary at least fourteen weeks prior to the date of such ceremony.
REQUIREMENTS FOR THE DEGREE OF
DOCTOR OF PHILOSOPHY

1. The degree of Doctor of Philosophy may be awarded by the Council on the recommendation of the Senate to a candidate who has satisfied the following requirements.

2. A candidate for registration for the degree of Doctor of Philosophy shall:

   (i) have satisfied all of the requirements for admission to the degree of master or the degree of bachelor with first or second class honours in the University of Newcastle or a degree from another University recognised by the Senate as having equivalent standing;
   or

   (ii) have satisfied all of the requirements for admission to the degree of bachelor with third class honours or without honours in the University of Newcastle or a degree from another University recognised by the Senate as having equivalent standing, and have achieved by subsequent work and study a standard recognised by the Senate as equivalent to at least second class honours;
   or

   (iii) in exceptional cases submit such other evidence of general and professional qualifications as may be approved by the Senate.

3. The Senate may require a candidate, before he is permitted to register, to undergo such examination or carry out such work as it may prescribe.

4. A candidate for registration for a course of study leading to the degree of Ph.D. shall:

   (i) apply on the prescribed form at least one calendar month before the commencement of the term in which he desires to register; and
   
   (ii) submit with his application a certificate from the Head of the Department in which he proposes to study stating that the candidate is a fit person to undertake a course of study or research leading to the Ph.D. degree and that the Department is willing to undertake the responsibility of supervising the work of the candidate.

5. Before being admitted to candidature, an applicant shall satisfy the Senate that he can devote sufficient time to his advanced study and research.

6. Subsequent to registration, the candidate shall pursue a course of advanced study and research for at least nine academic terms, save that any candidate who before registration was engaged upon research to the satisfaction of the Senate, may be exempted from three academic terms.

7. A candidate shall present himself for examination not later than fifteen academic terms from the date of his registration, unless special permission for an extension of time be granted by the Senate.

8. The course, other than field work, must be carried out in a Department of the University, under the direction of a supervisor appointed by the Senate, or under such conditions as the Senate may determine, save that a candidate may be granted special permission by the Senate to spend a period of not more than three academic terms in research at another institution approved by the Senate.

9. Not later than three academic terms after registration the candidate shall submit the subject of his thesis for approval by the Senate. After the subject has been approved it may not be changed except with the permission of the Senate.

10. A candidate may be required to attend a formal course of study appropriate to his work.

11. On completing his course of study every candidate shall submit a thesis which complies with the following requirements:

   (i) The greater proportion of the work described must have been completed subsequent to registration for the Ph.D. degree.
   (ii) It must be a distinct contribution to the knowledge of the subject.
   (iii) It must be written in English or in a language approved by the Senate and reach a satisfactory standard of literary presentation.

12. The thesis shall consist of the candidate's own account of his research. In special cases work done conjointly with other persons may be accepted provided the Senate is satisfied on the candidate's part in the joint research.

13. Every candidate shall be required to submit with his thesis a short abstract of the thesis comprising not more than 300 words.
14. A candidate may not submit as the main content of his thesis any work or material which he has previously submitted for a University degree or other similar award.

15. The candidate shall give in writing three months' notice of his intention to submit his thesis and such notice shall be accompanied by the appropriate fee.

16. Four copies of the thesis shall be submitted together with a certificate from the supervisor that the candidate has completed the course of study prescribed in his case and that the thesis is fit for examination.

17. The thesis shall be in double-spaced typescript. The original copy for deposit in the Library shall be prepared and bound in a form approved by the University. The other three copies shall be bound in such manner as allows their transmission to the examiners without possibility of disarrangement.

18. It shall be understood that the University retains four copies of the thesis and is free to allow the thesis to be consulted or borrowed. Subject to the provisions of the Copyright Act (1968) the University may issue the thesis in whole or in part in photostat or microfilm or other copy medium.

19. The candidate may also submit as separate supporting documents any work he has published, whether or not it bears on the subject of the thesis.

20. The Senate shall appoint three examiners of whom at least two shall not be members of the teaching staff of the University.

21. The examiners may require the candidate to answer, viva voce or in writing, any questions concerning the subject of his thesis or work.

22. The result of the examination shall be in accordance with the decision of a majority of the examiners.

23. A candidate permitted to re-submit his thesis for examination shall do so within a period of twelve months from the date on which he is advised of the result of the first examination.