The University of Newcastle

Faculty of Art, Design and Communication Handbook
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THE DEAN'S FOREWORD

The communication process known as Fine Art is located at the leading edge of pure research in the advancement of human understanding in modern society. Painting, printmaking and sculpture in their various forms enrich our civilisation with their diversity of imagination and are the essence of our humanity. The health and vigour of the Arts reveal the real values of any society. They are the most accurate predictors of our future directions. They are essential to spiritual health and mental growth.

Flowing from the source of the fine arts, the applied arts of industrial and graphic design and illustration not only colour our world but are essential to the production of consumer and other items and to commercial and scientific communication.

The Media Arts and Communication too are essential to modern society. They draw on the fine and applied arts, integrate them with the media arts and by the use of spoken and written language stimulate human social infrastructure.

The result of the Faculty's approach to education and research in the above areas is a distinctive human product, diverse and divergent and unique.

Graham Gilchrist
Dean
SECTION ONE

PRINCIPAL OFFICERS
Vice-Chancellor and Principal Professor K.J. Morgan, BSc, MA, DPhil(Edin)
Deputy Vice-Chancellor(Academic) Professor M.P. Carter, BA(Notl),PhD(Edin)
Deputy Vice-Chancellor(Administration) L.F. Hennessy, BA(Syd)
Deputy Vice-Chancellor(Planning) D.R. Huxley, BA, LitB(NI), MA, PhD
Pro Vice-Chancellor and Dean of Students Professor K.R. Dutton, MA(Syd), DU(Paris), Officier Des Palmes Académiques, FACE
Pro Vice-Chancellor(Development) L.R. Eastcott, MEd(Syd), PhD(Alberta), BA, DipEd
Deputy President of Academic Senate Professor F.L. Clarke, BSc, PhD(Syd), FCPA, ACIS, ACIM
Dean for Research Professor R.J. MacDonald, BSc, PhD(NSW), FAIP

FACULTY OF ART, DESIGN AND COMMUNICATION
Director of School G.J.Gilchrist, ATD, DipCSAD, BA(Lond)
Dean G.J.Gilchrist, ATD, DipCSAD, BA(Lond)
School Secretary S.M.Proust, BA(Syd)
Faculty Administrative Assistant V.Drewe, BSc, DipEd(N’cle)
Faculty Support Staff
A.S. Lovett
R.J. Dun
J.L. Kelly

DEPARTMENT OF COMMUNICATION AND MEDIA ARTS
Principal Lecturer F.G.Morgan, BSc(Melb), MEd(CCA),TSTC(Melb),MAWG (Head of Department)
Senior Lecturers
D.C. Rowe, BA(Notl), MA(York), PhD(Essex)
B.W. Wilson, MA(N’cle), MA(Lec)
Lecturers
D.A. Adermann, BA(QIT)
L. Burns, BA(RMIT)
A.B. Chawner, DipArt, DipEd, BA(VA), GradDipEd(NCAE)
SECTION ONE

DEPARTMENT OF DESIGN

Senior Lecturers
C.A. Sanders, ASTC, DipPaint (Head of Department)
L.A. Ginters, DipArt(RMIT)
A. Morse, DipArt & Design

Lecturers
A. Atkins, DipFineArts(RMIT), FRESS
A. Boyles, CertAdvertDesign
B. Davidson, BA(VA), GradDipArt(NCAE)
R.M. Dunstan, DipArt & Design(Chisholm)
D.R. Fraser, DipArt, GradDipDipl, GradDipArt(NCAE)
D.P. Gascoigne, BA(VA), DipEd(NCAE)
A. Nicholls, MDesign(UTS)
J. NikoIeski, DipArtGraphDesign(Tas)
S. Parke, BA(BA(NSW)(N'cle), BA(VA)(N'cle), MAFineArt(Syd)
P. Parke, BA, BAppDesign(CCAE), BA(Lond)
V. Phillips, DipArt, GradDipArt(NCAE)
J. Pryor, DipArt(IndDes)(Vic)
B. Quaetfell, DipArt&Des(IndDes)(Prasoon College of Art), Cerr in Fine Art(Ed.Dipt. Tas), Cert. of Wood Tech(Ed.Dipt.Tas)
R. Quinn, BA(VA)(NCAE)
T. Johnson, DipArt(NCAE)
K. Russell, BA(Hons), PhD(N'cle)
V. Streeking, BA(Hons)(N'cle, UK)

DEPARTMENT OF FINE ART

Principal Lecturer P.W. Singleton, JACC,NDD(UK)(Head of Department)

Senior Lecturers
P.A. Adams, ASTC, DipPaint
G.W. Jones, ASTC, DipArtEd, MA(New York)
V. NikoIeski, DipArt, GradDipPaintArt(NCAE), BE(Bid,A), MAVA(CAI)
A.O'Byron, ASTC, DipPaint, MA(RCA Lond)

Lecturers
B. Alexander, BEd(ArtEd), GradDipPaint(NCAE), MCA(W'ong)
P. Bernard, DipArt, DipEd(BAA(SCAE), MFA(California)
F.M. Callan, ASTC, DipPaint
J. Feddersen, DipTextiles(Bremen), MAVA(CAI)
G.D. Henderson, DipArt, GradDipArt(NCAE), RPN
M.M. Keighery, BA(VA), GradDipVA(SCA)
G. Lang, MFA, HDE(South Africa)
J. Montefiore, ASTC, DipPaint
P.A. Simont, ADF(BCA), GradDipArt(HHIE), GradDipTeach(Kalvin Grove), BA(Bondigo)
R.D. Woodrow, BA(Qld)

Studio Craftspersons
O. Campbell, BA(VA)(NCAE)
I. Fleming
R. Hunter, AssDipArt/Craft(NCAE)
A. Tupman, APTC(Melb)
J. Waterson, BA(VA)(N'cle)

Departmental Secretaries
E. Swift

Clerical Assistants
J. Smith, BA(N'cle)
C. Sullivan
The Joe Punahnum Memorial Award
The Joe Punahnum Memorial Award, presented annually to a student displaying excellence in Sculpture, is donated by the Hunter Region Sculpture Society and Wickham Fibreglass Pty Limited.

Jean Wright Memorial Prize
This prize is awarded annually by the Quota Club of Newcastle, as an Encouragement Award for achievement in the Bachelor of Arts in Art course.

Individual Counselling
Individual counselling is available to students who have concerns about their academic progress or personal matters. Students often seek counselling help with such issues as study problems, time management, stress, personal crises, interpersonal relationships or family difficulties. If appropriate, counsellors refer students to other personnel within the University or to specialised agencies in the community.

The Counselling Service also conducts programs in such areas as study skills, relaxation training, personal awareness, etc. All Counselling Services are free and confidential. Appointments can be made with counsellors during the day and also after 5:00 p.m. for part-time students.

FACULTY POLICIES

Admission - Special Selection Assessment
Special Selection Assessments apply to several courses offered by the Faculty and, in general, must be undertaken by applicants seeking admission on the basis of qualifications other than a current New South Wales Higher School Certificate or equivalent examination.

Specifically, the Selection Assessments include the following:

Bachelor of Arts (Graphic Design) (i) presentation at interview of a portfolio of artwork.

Portfolios should contain either:

Five (5) finished pieces in original form together with the research/preparatory material relating to one of the works, or a selection of freehand sketches in a variety of media.

Bachelor of Arts (Visual Arts) (i) presentation at interview of a portfolio of artwork.

The portfolio should contain up to twenty (20) images or objects. Of these, at least five (5) should be original works with the remainder presented in colour slide or photography form (delineating original size, media, etc.).

The selected images/objects should represent a sample of the applicant’s past art experiences and interests. Where an applicant has had limited experience (eg drawing alone) the portfolio should exhibit a broad range of subjects, approaches and ideas.

Graduate Diploma in Art (i) presentation at interview of a substantial portfolio of artwork relevant to the proposed area of study, and
(ii) submission of a written statement explaining the proposed program of study.

The portfolio should contain up to twenty (20) images or objects. Of these, at least five (5) should be original works, with the remainder presented in colour slide or photographic form (detailing original size, media etc.)

Selection
Written statements, portfolios and performance at interview are judged on their ability to convey an applicant's potential for growth within the course to which admission is sought.

Offers of Admission
Up to 25% of the places in the undergraduate course program may be allocated to applicants who achieve the highest ranks based on academic performance and results arising from the Special Selection Assessment.

Credit in Bachelor of Arts (Visual Arts) Course
Faculty Board has approved the granting of credit to students enrolled in the Bachelor of Arts (Visual Arts) course who hold certain visual arts qualifications. These include:
- TAFE Higher Art Certificate
- TAFE Associate Diploma of Arts - Ceramics
- Associate Diploma in Creative and Crafts (HiHE)
- TAFE Associate Diploma of Arts - Fine Arts
- TAFE Diploma of Arts - Fine Arts
- Diploma of Art (NCAE)

Details may be obtained from the Faculty.

Credit for Professional and/or Practical Experience
Faculty Board may grant credit in specified subjects within the Bachelor of Arts (Communication Studies), Bachelor of Arts (Graphic Design) and Bachelor of Arts (Industrial Design) courses in recognition of substantial professional or practical experience. Written requests for exemption on this basis should be lodged with the Faculty Secretary before Week Three of the academic year. Applications may be required to demonstrate knowledge of the subject in which they are seeking credit.

Attendance Requirements
For all courses offered by the Faculty, other than the Bachelor of Arts (Communication Studies), uniform minimum attendance requirements are applicable to all subjects within each course. These are as follows:
- Bachelor of Arts (Visual Arts) - minimum 75% attendance in all subjects
- Bachelor of Arts (Graphic Design) - minimum 80% attendance in all subjects
- Bachelor of Arts (Industrial Design) - minimum 80% attendance in all subjects
- Graduate Diploma in Art - minimum 75% attendance

For details of attendance requirements, Bachelor of Arts (Communication Studies) students should consult assessment requirements for each subject. These are contained in subject outlines issued by lecturers at the commencement of each semester.

Variation to Program
Applications to vary programs of study must be lodged by 5 pm on Friday of the third week of the semester in which the study is commenced. Requests lodged after this date may be approved only by the Dean who will seek advice from the appropriate Course Co-ordinator regarding:
- the ability of the student to catch up with work already completed in the subject;
- the effect that a late addition to the class may have on the work of students already enrolled in the subject; and
- where a student has been attending the subject without being enrolled, the reason why the student did not enrol in the subject within the first three weeks of the semester.

Academic Progress
The Faculty Board will review the academic progress of all students who have failed more than fifty percent (50%) of their total program in any year; and/or who fails a subject for the second time.

Leaves of Absence
Requests for leave of absence will not be accepted after 5 pm on the Friday of the first week of lectures in Semester 1. Applications will be determined by the Faculty Board and will be considered from students who are eligible to re-enrol. If the need for continuity of study within the Faculty's course programs, such leave shall be granted once only and will not normally be granted for a period of more than one year.

Plagiarism
Plagiarism is regarded seriously by all departments in the Faculty. Students should make themselves aware of departmental policies with respect to plagiarism.

Enrolment in Non-standard Programs
Students must obtain the approval of the Faculty Board to enrol in a program which includes subjects from more than one year of the course program. While progression in each course is by subject, it is expected that students will complete all components of the course program in the order specified. Consequently, students should complete all lower year subjects before undertaking subjects from a higher year. Under special circumstances the Faculty Board may approve programs outside these provisions.

RULES GOVERNING ACADEMIC AWARDS

Application of Rules
1. These Rules shall apply to all the academic awards of the University other than the degrees of Doctor and Master.
2. (1) In these Rules, unless the context or subject matter otherwise indicates or requires:
   - "award" means the degree, diploma (including graduate diploma and associate diploma) or graduate certificate for which a candidate is enrolled;
   - "course" means the total requirements of the program of study approved by the Academic Senate to qualify a candidate for the award as set out in the schedule;
   - "Dean" means the Dean of a Faculty;
   - "department" means the Department offering a subject which the department is responsible for;
   - "Faculty Board" means the Faculty Board of the Faculty;
   - "schedule" means the schedule to these Rules relevant to the award listed under the name of the Faculty;
   - "subject" means any part of a course for which a result may be recorded.

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

Subject
4. (1) For the purposes of a course, a subject may be classified at a level determined by the Faculty Board.
(2) Each subject shall be allocated a credit point value by the Academic Senate after considering the advice of the Faculty Board of the Faculty in which the department is located.

Interpretation
5. (1) A candidate who is enrolled in any year in a combination of subjects which is incompatible with the requirements of the timetable for that year;
(2) Except with the permission of the Dean and subject to any contrary provision in the schedule:
GRADUATE DIPLOMA IN ART

Subject Requirements

7. (1) A Faculty Board may grant credit to a candidate

(2) A candidate attaining a Terminating

(3) Except with the permission of the Dean: a candidate

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

Withdrawal

9. (1) A candidate may withdraw from a subject or the course

(2) A student shall be deemed not to have enrolled in a subject if
that student withdraws from the subject:

(a) in the case of a semester length subject, before the
Higher Education Contribution Scheme census date for
that semester; or
(b) in the case of a full year subject, before the first
Higher Education Contribution Scheme census date for
that academic year.

(3) Except with the permission of the Dean:

(a) a candidate shall not be permitted to withdraw from a subject after

the relevant date which shall be:

(i) in the case of a semester length subject, the last
day of that semester; or
(ii) in the case of a full year subject, the last day of
second semester; and
(b) a candidate shall not be permitted to withdraw from a subject on more than two occasions.

Leave of Absence

10. (1) Subject to any provision in the schedule, a candidate in

(a) may take leave of absence of one year from the course; or
(b) with the permission of the Dean, may take leave of

absence of two consecutive years from the course
without prejudice to any right of the candidate to

enrol in the course following such absence and with

full credit in all subjects successfully completed prior to the period of leave.

(2) For the purposes of sub-rule (1), unless otherwise

specified in the schedule, a candidate eligible to re-enrol

shall be deemed to be in good academic standing.

Qualification for the Award

11. (1) To qualify for the award a candidate shall satisfactorily

complete the requirements governing the course

prescribed in the schedule.

(2) A subject which has been counted towards a completed

award may not be counted towards another award, except to such extent as the Faculty Board may approve.

Combined Degree Programs

12. (1) Where so prescribed for a particular course, a candidate

may complete the requirements for one Bachelor degree in

conjunction with another Bachelor degree by completing a combined degree program approved by the

Academic Senate on the advice of the Faculty Board and

and, if another Bachelor degree is offered in

another Faculty, the Faculty Board of that Faculty.

Admission to a combined degree program shall be

restricted to candidates who have achieved a standard of

performance deemed satisfactory for the purposes of

admission to the specific combined degree course by the

Faculty Board(s);

(3) The work undertaken by a candidate in a combined
degree program shall be no less in quantity and quality

than if the two courses were taken separately.

(4) To qualify for admission to the two degrees a candidate

shall satisfy the requirements for both degrees, except as

may be otherwise provided.

Relaxing Provision

13. In order to provide for exceptional circumstances arising in a

particular Faculty, the Academic Senate on the recommendation of

the Faculty Board may relax any provision of these Rules.

SCHEDULE — BACHELOR OF ARTS

(COMMUNICATION STUDIES)

Offers of Admission

1. At the time of going to print, changes to the schedule were

being considered. Please refer to the Faculty Office for

further information.

Qualification for the Award

2. To qualify for admission to the degree, a candidate shall pass

subjects totalling not less than 240 credit points chosen from

the list of Approved Subjects and comprising:

(a) at least 100 credit points from Group A subjects including

40 credit points from 100 level subjects and 20 credit

points from 200 level subjects;

(b) at least 100 credit points from Group B subjects including

40 credit points from 100 level subjects and 20 credit

points from 300 level subjects;

(c) at least 40 credit points from Group C subjects;

d) at least 40 credit points from 100 level subjects;

(3) The Faculty Board may grant credit, in specified subjects, in

recognition of substantial professional or practical experience

in accordance with the published criteria determined by the

Faculty Board.

Leave of Absence

4. (1) Leave of absence from the course may only be taken with

the permission of the Faculty Board under such conditions as the Faculty Board shall determine.

Resumption of Studies

5. A candidate who withdraws or who is absent from the course

without leave and who subsequently wishes to resume studies in the

course:

(a) if the withdrawal or absence without leave occurred before accumulating 80 credit points will be required to

re-apply for admission to candidature; or
(b) in any other case, may be permitted to re-enrol in the course under such conditions and at such time as the

Faculty Board may determine.

SCHEDULE — GRADUATE DIPLOMA IN ART

Specialisations

1. The Diploma may be awarded in the following specialisations:

(a) Ceramics

(b) Fibre Art/Textiles

(c) Illustration (Plant and Wildlife)

(d) Painting

(e) Photography

(f) Printmaking

(g) Sculpture

(fg) Admission to Candidature

2. (1) Applicants for admission to candidature shall nominate

the specialisation in which they wish to pursue the course.

2. (2) An applicant for admission to candidature in

specialisations other than Illustration (Plant and Wildlife)

shall have satisfied requirements for admission to a
degree or diploma of the University of Newcastle, or to

a degree or diploma of another tertiary institution,

approved for this purpose by the Faculty Board and with a

major study in the nominated area of specialisation;

3. An applicant for admission to the Illustration (Plant and Wildlife) specialisation shall:

(a) have satisfied requirements for admission to a degree or diploma of the University of Newcastle,

or to a degree or diploma of another tertiary institution, approved for this purpose by the Faculty Board, with a specialisation in Photography, Graphics, Painting, Printmaking or Drawing.

(b) have satisfied requirements for admission to a degree with specialisation in a cognate scientific

field of the University of Newcastle, or of another tertiary institution, approved for this purpose by the

Faculty Board.
An applicant may be required:

(a) to present at interview a substantial portfolio of art work relevant to the proposed area of study; and
(b) to submit a written statement explaining the proposed program of study.

An applicant shall not be admitted to candidature unless the level of competence demonstrated in the portfolio, and the proposed program of study are acceptable to the Faculty Board.

To qualify for admission to the Diploma a candidate shall complete a program of study approved by the Faculty Board totalling not less than 80 credit points.

A candidate shall not be given credit for more than fifty percent of the total number of credit points required to complete the course.

Leave of Absence

5. Please refer to the Faculty Office for information.

Credit

A candidate in good academic standing at the end of an academic year may apply for leave of absence for the following year.

A candidate who withdraws or who is absent from the course without leave will not normally be granted for a period of more than one year.

Resumption of Studies

10. A candidate who withdraws or who is absent from the course may only be taken with the permission of the Faculty Board under such conditions as the Faculty Board shall determine.

(a) if the withdrawal or absence without leave occurred before accumulating 80 credit points will be required to re-apply for admission to candidature;

(b) in any other case, may be permitted to re-enrol in the course under such conditions and at such time as the Faculty Board may determine.

SCHEDULE — BACHELOR OF ARTS (DESIGN)

Specialisations

1. The degree may be conferred in the following specialisations:

Industrial Design
Graphic Design

Admission to Candidature

2. Except in cases where they meet the published selection criteria determined by the Faculty Board, applicants for admission to candidature shall be required to undertake selection assessment.

3. The selection assessment shall consist of:

(a) written work and interviews; and

(b) the presentation of a portfolio of artwork relevant to the course;

as the Faculty Board shall require.

4. Applicants who do not present work or attend the University as required as part of the selection assessment shall be deemed to have withdrawn their applications unless a reason acceptable to the Academic Registrar is provided.

Ranking for Selection

5. Applicants shall be ranked separately for each specialisation in descending order of merit on the basis of either:

(a) academic performance based on the selection criteria determined under clause 2; or

(b) results determined by the Faculty Board arising from the selection assessment.

Offers of Admission

6. (1) The Academic Registrar shall ensure that offers of admission for each specialisation are made in descending order to applicants ranked under clause 5, such that the places available in the course each year are filled.

(2) The Faculty Board shall determine how many places in each specialisation in the course should be filled from applicants ranked under parts (a) and (b) of clause 5 respectively.

Qualification for Admission to the Degree

7. To qualify for admission to the degree, a candidate shall pass subjects totalling not less than 320 credit points from the list of Approved Subjects.

Credit

8. The Faculty Board may grant credit, in specified subjects, in recognition of substantial professional or practical experience in accordance with the published criteria determined by the Faculty Board.

Leave of Absence

9. (1) Leave of absence from the course may only be taken with the permission of the Faculty Board for a period of not more than 1 year and not more than 4 years of study.

(2) A candidate in good academic standing at the end of an academic year may apply for leave of absence for the following year.

(3) Such leave shall be granted to a candidate once only and will not normally be granted for a period of more than one year.

Resumption of Studies

10. A candidate who withdraws or who is absent from the course without leave and who subsequently wishes to resume studies in the course:

(a) if the withdrawal or absence without leave occurred before accumulating 80 credit points will be required to re-apply for admission to candidature;

(b) in any other case, may be permitted to re-enrol in the course under such conditions and at such time as the Faculty Board may determine.

SCHEDULE — BACHELOR OF ARTS (VISUAL ARTS)

Admission to Candidature

1. Except in cases where they meet the published selection criteria determined by the Faculty Board, applicants for admission to candidature shall be required to undertake selection assessment.

2. The selection assessment shall consist of:

(a) written work and interviews; and

(b) the presentation of a portfolio of artwork relevant to the course;

as the Faculty Board shall require.

Offers of Admission

6. (1) The Academic Registrar shall ensure that offers of admission for each specialisation are made in descending order to applicants ranked under clause 5, such that the places available in the course each year are filled.

(2) The Faculty Board shall determine how many places in each specialisation in the course should be filled from applicants ranked under parts (a) and (b) of clause 5 respectively.

Qualification for Admission to the Degree

7. To qualify for admission to the degree, a candidate shall pass subjects totalling not less than 240 credit points from the list of Approved Subjects.

Credit

8. The Faculty Board may grant credit, in specified subjects, in recognition of substantial professional or practical experience in accordance with the published criteria determined by the Faculty Board.

Leave of Absence

9. (1) Leave of absence from the course may only be taken with the permission of the Faculty Board for a period of not more than 1 year and not more than 4 years of study.

(2) A candidate in good academic standing at the end of an academic year may apply for leave of absence for the following year.

(3) Such leave shall be granted to a candidate once only and will not normally be granted for a period of more than one year.

Resumption of Studies

10. A candidate who withdraws or who is absent from the course without leave and who subsequently wishes to resume studies in the course:

(a) if the withdrawal or absence without leave occurred before accumulating 80 credit points will be required to re-apply for admission to candidature;

(b) in any other case, may be permitted to re-enrol in the course under such conditions and at such time as the Faculty Board may determine.
COURSE PROGRAMS

BACHELOR OF ARTS (COMMUNICATION STUDIES)

Attendance: Full-time or Part-time
Total Credit Points: 240
Course Co-ordinator: Dr David Rowe

COURSE DESCRIPTION

The Bachelor of Arts (Communication Studies) is available as a three year full-time or part-time (equivalent) degree course. Full-time study means taking four subjects per semester; the whole course requiring twenty-four subjects. Part-time students will normally be required to study at least one Group A (professional) subject and one Group B (theoretical) subject per semester. The aim of the course is to prepare people to work professionally in media and communication. To this end, graduates will be equipped with an appropriate range of skills, knowledge and understanding and also will be expected to develop a professional attitude to work in this field. Graduates will have the competence required to enter one of the professional areas listed below, supported by skills and ability across a broad range of communication activities. They will also understand the relationship between media theories and professional practice and will be aware of the cultural, economic and social significance of communications in society.

Course Structure

The course was revised in 1991.

The subjects presented for the degree, totalling 240 credit points, shall be chosen from those approved by the Faculty Board according to the following conditions:

(a) at least 100 credit points must come from Group A subjects including 40 credit points at 100 level and 20 credit points at 300 level
(b) at least 100 credit points must come from Group B subjects including 40 credit points at 100 level and 20 credit points at 300 level
(c) no more than 40 credit points from Group C subjects
(d) no more than 100 credit points at 100 level
(e) at least 60 credit points at 300 level
(f) no subject may be counted which is, in the opinion of the Faculty Board, substantially equivalent to work for which a candidate has already received either credit or standing.
(g) the Faculty reserves the right to withdraw subjects where there is insufficient student demand or where specialist staff are unavailable.
(h) entry into certain subjects may be limited by space or resources.

Year 1*

80cp

Professional Studies
4 Subjects from Group A
100 level

Theoretical Studies
4 subjects from Group B
100 level

Year 2*

80cp

At least 2 Subjects from Group A
At least 2 Subjects from Group B
No more than 4 subjects from Groups A, B or C**

Year 3*

80cp

At least 2 Subjects from Group A
At least 2 Subjects from Group B
No more than 4 subjects from Groups A, B or C**

* subject to conditions (a) - (h) — (see Course Structure)
** Group C subjects are electives from other courses within this University, subject to the approval of the Department offering the elective.

Workshop Week

One week is set aside each year (usually in August) when the normal course timetables are suspended. Specially organised activities within and across Departments provide studio-based and off-campus experiences which can focus creative energies in ways difficult to accomplish in normal course time.
### List of Approved Subjects 1993 Group A (Professional Studies)

<table>
<thead>
<tr>
<th>Number</th>
<th>Subject</th>
<th>Credit Points</th>
<th>Semester</th>
<th>Prerequisite</th>
<th>Co-requisite</th>
</tr>
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<td>CMNS101</td>
<td>Photography 1</td>
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<td>CMNS101</td>
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<td>Graphics 1</td>
<td>10</td>
<td>S1</td>
<td></td>
<td>CMNS107</td>
</tr>
<tr>
<td>CMNS108</td>
<td>Graphics 2</td>
<td>10</td>
<td>S2</td>
<td>CMNS107</td>
<td></td>
</tr>
<tr>
<td>CMNS109</td>
<td>Writing 1</td>
<td>10</td>
<td>S1</td>
<td></td>
<td>CMNS109</td>
</tr>
<tr>
<td>CMNS110</td>
<td>Writing 2</td>
<td>10</td>
<td>S2</td>
<td>CMNS109</td>
<td></td>
</tr>
</tbody>
</table>

| 200 LEVEL |                                      |               |          |                          |              |
| CMNS201 | Photography 3                          | 10            | S1       | CMNS102                  |              |
| CMNS202 | Photography 4                          | 10            | S2       | CMNS102                  |              |
| CMNS203 | Video 3                                | 10            | S1       | CMNS104                  |              |
| CMNS204 | Video 4                                | 10            | S2       | CMNS104                  |              |
| CMNS205 | Sound & Radio Production 3             | 10            | S1       | CMNS106                  |              |
| CMNS206 | Sound & Radio Production 4             | 10            | S2       | CMNS106                  |              |
| CMNS207 | Graphics 3                             | 10            | S1       | CMNS108                  |              |
| CMNS208 | Graphics 4                             | 10            | S2       | CMNS108                  |              |
| CMNS209 | Journalism 1                           | 10            | S1       | CMNS110                  |              |
| CMNS210 | Writing 3                              | 10            | S2       | CMNS110                  |              |
| CMNS211 | Public Relations 1                     | 10            | S2       | CMNS110                  |              |
| CMNS212 | Research 200                           | 10            | S1       | CMNS161                  |              |
| CMNS213 | Editing Small Publications 200         | 10            | S2       | CMNS110 or CMNS161       |              |

| 300 LEVEL |                                      |               |          |                          |              |
| CMNS301 | Photography 5                          | 10            | S1       | CMNS202                  |              |
| CMNS304 | Video 6                                | 10            | S1       | CMNS204                  | CMNS303      |
| CMNS305 | Sound & Radio Production 5             | 10            | S1       | CMNS205                  |              |
| CMNS306 | Sound & Radio Production 6             | 10            | S1       | CMNS206                  |              |
| CMNS307 | Sound & Radio Production 7             | 10            | S2       | CMNS205                  |              |
| CMNS308 | Sound & Radio Production 8             | 10            | S2       | CMNS205                  |              |
| CMNS309 | Journalism 2                           | 10            | S1       | CMNS209                  |              |
| CMNS310 | Journalism 3                           | 10            | S2       | CMNS209                  |              |

### Course Programs

- **CMNS10**: Writing 4
- **CMNS17**: Screenwriting 1
- **CMNS31**: Public Relations 2
- **CMNS32**: Public Relations 3
- **CMNS321**: Research 300
- **CMNS322**: Editing Small Publications 300
- **CMNS323**: Journalism 2
- **CMNS324**: Journalism 3
- **CMNS325**: Journalism 4

- **CMNS10**: Writing 2
- **CMNS20**: Photography 1
- **CMNS25**: Video 5
- **CMNS210**: Sound & Radio Production 1
- **CMNS211**: Sound & Radio Production 2
- **CMNS214**: Sound & Radio Production 3
- **CMNS215**: Sound & Radio Production 4
- **CMNS216**: Sound & Radio Production 5
- **CMNS217**: Sound & Radio Production 6
- **CMNS218**: Sound & Radio Production 7
- **CMNS219**: Sound & Radio Production 8

**Note**: Some courses require prerequisites, and students should consult the course committee for approval.

**200 LEVEL**: Courses are generally offered in the first year of study.

**300 LEVEL**: Advanced courses are offered in the second year of study.

**Group A & Course Committee approval**
List of Approved Subjects 1993

<table>
<thead>
<tr>
<th>Number</th>
<th>Subject</th>
<th>Credit Points</th>
<th>Semester</th>
<th>Hours* per Week</th>
<th>Prerequisite</th>
</tr>
</thead>
<tbody>
<tr>
<td>100 LEVEL</td>
<td>Contextual Studies 1 (History &amp; Theory of Design)</td>
<td>10</td>
<td>FY</td>
<td>3</td>
<td>BIGD100</td>
</tr>
<tr>
<td>BIGD105</td>
<td>Design Core Studies 1A</td>
<td>24</td>
<td>FY</td>
<td>6</td>
<td>BIGD105</td>
</tr>
<tr>
<td>BIGD106</td>
<td>Design Core Studies 1B</td>
<td>22</td>
<td>FY</td>
<td>5</td>
<td>BIGD105</td>
</tr>
<tr>
<td>BIGD151</td>
<td>Technology Studies 1</td>
<td>12</td>
<td>FY</td>
<td>3</td>
<td>BIGD105</td>
</tr>
<tr>
<td>BIGD155</td>
<td>Specialist Design Studies 1</td>
<td>12</td>
<td>FY</td>
<td>3</td>
<td>BIGD105</td>
</tr>
<tr>
<td>200 LEVEL</td>
<td>Contextual Studies 2</td>
<td>16</td>
<td>FY</td>
<td>4</td>
<td>BIGD100, BIGD155</td>
</tr>
<tr>
<td>BIGD205</td>
<td>Design Core Studies 2A</td>
<td>12</td>
<td>FY</td>
<td>3</td>
<td>BIGD105</td>
</tr>
<tr>
<td>BIGD206</td>
<td>Design Core Studies 2B</td>
<td>20</td>
<td>FY</td>
<td>4</td>
<td>BIGD105</td>
</tr>
<tr>
<td>BIGD251</td>
<td>Technology Studies 2</td>
<td>20</td>
<td>FY</td>
<td>6</td>
<td>BIGD151</td>
</tr>
<tr>
<td>BIGD255</td>
<td>Specialist Design Studies 2</td>
<td>12</td>
<td>FY</td>
<td>3</td>
<td>BIGD155, BIGD151</td>
</tr>
<tr>
<td>300 LEVEL</td>
<td>Contextual Studies 3</td>
<td>8</td>
<td>FY</td>
<td>2</td>
<td>BIGD100, BIGD155</td>
</tr>
<tr>
<td>BIGD305</td>
<td>Design Core Studies 3</td>
<td>10</td>
<td>FY</td>
<td>2</td>
<td>BIGD255</td>
</tr>
<tr>
<td>BIGD351</td>
<td>Technology Studies 3A</td>
<td>20</td>
<td>FY</td>
<td>6</td>
<td>BIGD251, BIGD206</td>
</tr>
<tr>
<td>BIGD352</td>
<td>Technology Studies 3B</td>
<td>10</td>
<td>FY</td>
<td>3</td>
<td>BIGD251, BIGD206</td>
</tr>
<tr>
<td>BIGD355</td>
<td>Specialist Design Studies 3</td>
<td>32</td>
<td>FY</td>
<td>6</td>
<td>BIGD251, BIGD206</td>
</tr>
<tr>
<td>400 LEVEL</td>
<td>Contextual Studies 4</td>
<td>8</td>
<td>FY</td>
<td>2</td>
<td>BIGD300</td>
</tr>
<tr>
<td>BIGD405</td>
<td>Design Core Studies 4</td>
<td>16</td>
<td>FY</td>
<td>1</td>
<td>BIGD305, BIGD355</td>
</tr>
<tr>
<td>BIGD451</td>
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<td>12</td>
<td>FY</td>
<td>4</td>
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<tr>
<td>BIGD455</td>
<td>Specialist Design Studies 4</td>
<td>44</td>
<td>FY</td>
<td>6</td>
<td>BIGD355, BIGD351</td>
</tr>
</tbody>
</table>

* Please note that these are timetabled contact hours only. Additional private study time will be required.

BACHELOR OF ARTS (INDUSTRIAL DESIGN)

Attendance: Full-time
Total Credit Points: 320
Course Co-ordinator: Mr. Lorraine Gierens

COURSE DESCRIPTION

The Bachelor of Arts (Industrial Design) is a four year full-time course which was introduced in response to an increasing demand for the promotion of design in all aspects of manufacturing industry, business and society.

The industrial design sector offers significant growth and employment potential in Australia with opportunities ranging from heavy and light industry, design studios, packaging, recreation, environmental design and set design for theatre, film and television.

Students will have the opportunity to apply theory to practical design problems. In addition to formal lectures, Industrial Design students will source external projects and arrange co-operative programs in industry. This will ensure that each graduate develops professional abilities and skills which relate to industry and the graduate's own industrial design interest area.

The principal aim of the Industrial Design course is to develop a creative, versatile and innovative person. The professional industrial designer must be able to understand and utilise the available and developing technologies of Australian industry. Importantly, the designer will be able to meet the emerging needs of a changing society.

Graduates will:
- be skilled in innovative and creative thinking with an ability to solve design problems either independently or as a team member;
- be able to express design ideas clearly, possess skills to develop, evaluate and present design concepts;
- possess multi-dimensional skills that can link technology, management and marketing design concepts;
- have the ability to participate effectively in design research;
- demonstrate an attitude and understanding necessary for a prospective member of the industrial design profession.

COURSE OUTLINE

YEAR 1

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIGD100</td>
<td>10</td>
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<tr>
<td>BIGD105</td>
<td>24</td>
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<tr>
<td>BIGD106</td>
<td>22</td>
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<tr>
<td>BIGD111</td>
<td>12</td>
</tr>
<tr>
<td>BIGD114</td>
<td>12</td>
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</table>

YEAR 2

<table>
<thead>
<tr>
<th>Course</th>
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<tr>
<td>BIGD200</td>
<td>16</td>
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<td>BIGD205</td>
<td>12</td>
</tr>
<tr>
<td>BIGD206</td>
<td>20</td>
</tr>
<tr>
<td>BIGD211</td>
<td>20</td>
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</table>
List of Approved Subjects 1993

<table>
<thead>
<tr>
<th>Level</th>
<th>Subject</th>
<th>Credit Points</th>
<th>Semester</th>
<th>Hours per Week</th>
<th>Prerequisite</th>
</tr>
</thead>
<tbody>
<tr>
<td>100 LEVEL</td>
<td>BigD100  Contextual Studies 1 (History &amp; Theory of Design)</td>
<td>10</td>
<td>FY</td>
<td>3</td>
<td>BigD100</td>
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<tr>
<td></td>
<td>BigD105  Design Core Studies 1A</td>
<td>24</td>
<td>FY</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BigD106  Design Core Studies 1B</td>
<td>22</td>
<td>FY</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BigD111  Technology Studies 1 (Engineering Drawing)</td>
<td>12</td>
<td>FY</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BigD114  Specialist Design Studies 1</td>
<td>12</td>
<td>FY</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>200 LEVEL</td>
<td>BigD200  Contextual Studies 2</td>
<td>16</td>
<td>FY</td>
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<td>BigD100</td>
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<tr>
<td></td>
<td>BigD205  Design Core Studies 2A</td>
<td>12</td>
<td>FY</td>
<td>3</td>
<td>BigD105</td>
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<tr>
<td></td>
<td>BigD206  Design Core Studies 2B</td>
<td>20</td>
<td>FY</td>
<td>4</td>
<td>BigD106</td>
</tr>
<tr>
<td></td>
<td>BigD211  Technology Studies 2</td>
<td>20</td>
<td>FY</td>
<td>6</td>
<td>BigD111</td>
</tr>
<tr>
<td></td>
<td>BigD214  Specialist Design Studies 2</td>
<td>12</td>
<td>FY</td>
<td>3</td>
<td>BigD114 and BigD111</td>
</tr>
<tr>
<td>300 LEVEL</td>
<td>BigD300  Contextual Studies 3</td>
<td>8</td>
<td>FY</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BigD305  Design Core Studies 3</td>
<td>10</td>
<td>FY</td>
<td>2</td>
<td>BigD214</td>
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<tr>
<td></td>
<td>BigD311  Technology Studies 3A</td>
<td>20</td>
<td>FY</td>
<td>6</td>
<td>BigD211 and BigD206</td>
</tr>
<tr>
<td></td>
<td>BigD312  Technology Studies 3C</td>
<td>10</td>
<td>FY</td>
<td>3</td>
<td></td>
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<tr>
<td></td>
<td>BigD314  Specialist Design Studies 3</td>
<td>32</td>
<td>FY</td>
<td>6</td>
<td>BigD214 and BigD211 and BigD206</td>
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<tr>
<td>400 LEVEL</td>
<td>BigD400  Contextual Studies 4</td>
<td>8</td>
<td>FY</td>
<td>2</td>
<td>BigD300</td>
</tr>
<tr>
<td></td>
<td>BigD405  Design Core Studies 4</td>
<td>16</td>
<td>FY</td>
<td>1</td>
<td>BigD305 and BigD314</td>
</tr>
<tr>
<td></td>
<td>BigD411  Technology Studies 4</td>
<td>12</td>
<td>FY</td>
<td>4</td>
<td>BigD311</td>
</tr>
<tr>
<td></td>
<td>BigD414  Specialist Design Studies 4</td>
<td>44</td>
<td>FY</td>
<td>6</td>
<td>BigD314 and BigD311</td>
</tr>
</tbody>
</table>

* Please note that these are timetabled contact hours only. Additional private study time will be required.

---

**General Information**

Principal Dates 1993

(See separate entry for the Bachelor of Medicine degree course).

**January**
1. **Friday** Public Holiday — New Year's Day
6. **Wednesday** Last day for return of Enrolment Application Forms — Continuing Students

**February**
5. **Friday** New students accept UAC main round offer
12. **Friday** New students enrol
22. **Monday**
26. **Friday** last date for payment of General Service Charge

**March**
1. **Monday** First Semester begins
30. **Tuesday** Last day for variation of program in relation to HECS liability for Semester 1.

**April**
9. **Friday** Good Friday — Easter Recrecess commences
19. **Monday** — Lectures Resume

**June**
7. **Monday** Public Holiday — Queen's Birthday
11. **Friday** First Semester concludes — Last date for withdrawal from Semester 1 subjects.
14. **Monday** Mid year Examinations begin
30. **Wednesday** Closing date for applications for selection to the Bachelor of Medicine and Bachelor of Science (Aviation) in 1994.

**July**
2. **Friday** Mid Year Examinations end
19. **Monday** Second Semester begins

**August**
30. **Monday** Last day for variation of program in relation to HECS liability for Semester 2.

**September**
25. **Saturday** Mid Semester recess begins

---

**Dates for the 1993 Academic Year for the Bachelor of Medicine Program**

<table>
<thead>
<tr>
<th>Year</th>
<th>Course</th>
<th>Semester 1</th>
<th>Semester 2</th>
<th>1993</th>
<th>1993</th>
</tr>
</thead>
<tbody>
<tr>
<td>1993</td>
<td>Semester 1 commences</td>
<td>Monday 1 March</td>
<td>Monday 27 September</td>
<td>1993</td>
<td>1993</td>
</tr>
<tr>
<td></td>
<td>courses</td>
<td>Friday 4 April</td>
<td>Monday 19 April</td>
<td>to</td>
<td>Friday 7 July</td>
</tr>
<tr>
<td></td>
<td>recesses</td>
<td>Friday 16 April</td>
<td>Thursday 27 September</td>
<td>to</td>
<td>Tuesday 10 October</td>
</tr>
<tr>
<td></td>
<td>concludes</td>
<td>Friday 19 April</td>
<td>Tuesday 27 September</td>
<td>to</td>
<td>Friday 8 October</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Friday 2 July</td>
<td>Tuesday 27 September</td>
<td>to</td>
<td>Monday 11 October</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Friday 5 November</td>
<td>Monday 11 October</td>
<td>to</td>
<td>Friday 5 November</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Monday 8 November</td>
<td>Friday 19 November</td>
<td>to</td>
<td>Friday 5 November</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Monday 22 November</td>
<td>Monday 8 November</td>
<td>to</td>
<td>Monday 22 November</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Friday 3 December</td>
<td>Monday 8 November</td>
<td>to</td>
<td>Friday 3 December</td>
</tr>
</tbody>
</table>

**NOTE:**
- Semester One consists of Block One (10 weeks) and 7 weeks of Block Two.
- Semester Two consists of the remaining 3 weeks of Block Two, all of Block Three (10 weeks), and Summer (1 week).
- Date to be finalised.
<table>
<thead>
<tr>
<th><strong>YEAR TWO</strong></th>
<th><strong>STUDENTS WITH DISABILITIES</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Semester 1</strong></td>
<td><strong>Most services are located in the Temporary Buildings adjacent to</strong></td>
</tr>
<tr>
<td><strong>commences</strong></td>
<td><strong>the Computer Teaching Building except where indicated. Most services are also</strong></td>
</tr>
<tr>
<td><strong>Monday 1 March</strong></td>
<td><strong>available on the Central Coast Campus.</strong></td>
</tr>
<tr>
<td><strong>removes</strong></td>
<td><strong>The Dean of Students, Professor K.R. Dutton (located in the Bowman</strong></td>
</tr>
<tr>
<td><strong>to</strong></td>
<td><strong>Building) is responsible for the network of Student Services and his</strong></td>
</tr>
<tr>
<td><strong>Friday 16 April</strong></td>
<td><strong>assistance or advice is available to students where appropriate. The Sub-</strong></td>
</tr>
<tr>
<td><strong>resumes</strong></td>
<td><strong>Dean, Ms. M. Kibby (Hunter Building Room C118) will advise students on</strong></td>
</tr>
<tr>
<td><strong>Monday 19 April</strong></td>
<td><strong>the correct procedures to follow in cases of appeal or grievance</strong></td>
</tr>
<tr>
<td><strong>concludes</strong></td>
<td><strong>applications. Both can be contacted on 215060.</strong></td>
</tr>
<tr>
<td><strong>Friday 2 July</strong></td>
<td>****</td>
</tr>
<tr>
<td><strong>Semester 2</strong></td>
<td><strong>Accommodation Office</strong></td>
</tr>
<tr>
<td><strong>commences</strong></td>
<td><strong>Offers advice on rental matters and assistance in resolving accommodation</strong></td>
</tr>
<tr>
<td><strong>Monday 19 July</strong></td>
<td><strong>problems. Maintains lists of accommodation available off-campus in</strong></td>
</tr>
<tr>
<td><strong>removes</strong></td>
<td><strong>private rooms, rooms, Bungalows and Houses. McKee/Dacey, Accommodation</strong></td>
</tr>
<tr>
<td><strong>to</strong></td>
<td><strong>Office. Inquiries phone (049) 215593.</strong></td>
</tr>
<tr>
<td><strong>Monday 27 September</strong></td>
<td><strong>Careers &amp; Student Employment Office</strong></td>
</tr>
<tr>
<td><strong>resumes</strong></td>
<td><strong>A free service to students at any stage of their studies covering all matters</strong></td>
</tr>
<tr>
<td><strong>to</strong></td>
<td><strong>relating to employment: careers information and planning, resume and</strong></td>
</tr>
<tr>
<td><strong>Friday 8 October</strong></td>
<td><strong>interview preparation workshops, graduate recruitment, vacation employment</strong></td>
</tr>
<tr>
<td><strong>concludes</strong></td>
<td><strong>and part-time student employment service. Ms H. Parker, phone 215598.</strong></td>
</tr>
<tr>
<td><strong>Friday 1 November</strong></td>
<td><strong>Chaplaincy</strong></td>
</tr>
<tr>
<td><strong>Examinations</strong></td>
<td><strong>The Chaplaincy Centers are located in the temporary buildings adjacent</strong></td>
</tr>
<tr>
<td><strong>commence</strong></td>
<td><strong>to the Computer Teaching Building and also in Room A187 in the Hunter</strong></td>
</tr>
<tr>
<td><strong>Monday 5 November</strong></td>
<td><strong>Building near the Library. Pastoral and spiritual care is available from</strong></td>
</tr>
<tr>
<td><strong>conclude</strong></td>
<td><strong>denominational chaplains. Phone (049) 216452.</strong></td>
</tr>
<tr>
<td><strong>Friday 10 November</strong></td>
<td><strong>Student Support Office, Ms Kathleen Furlong, phone 215584.</strong></td>
</tr>
<tr>
<td><strong>Mini-Ellusive</strong></td>
<td><strong>Promotes, coordinates and administers sporting activities at the University.</strong></td>
</tr>
<tr>
<td><strong>removes</strong></td>
<td><strong>Organizes classes in a wide range of sporting and recreational pursuits.</strong></td>
</tr>
<tr>
<td><strong>Monday 22 November</strong></td>
<td><strong>Provides advice to the student sporting and recreation clubs. Co-ordinates</strong></td>
</tr>
<tr>
<td><strong>concludes</strong></td>
<td><strong>participation in the Australian University championships.</strong></td>
</tr>
<tr>
<td><strong>Friday 3 December</strong></td>
<td><strong>Administers the student accident insurance scheme on behalf of the</strong></td>
</tr>
<tr>
<td><strong>NOTE:</strong></td>
<td><strong>Sports Union. Mr A. Lakin, phone (049) 215584.</strong></td>
</tr>
</tbody>
</table>

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

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

<table>
<thead>
<tr>
<th><strong>YEAR THREE</strong></th>
<th><strong>ENROLLMENT OF NEW UNDERGRADUATE STUDENTS</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Week 1</strong></td>
<td><strong>Persons offered enrolment are required to attend in person at the Great</strong></td>
</tr>
<tr>
<td><strong>commences</strong></td>
<td><strong>Hall in February term. Detailed instructions are given in the Enrolment</strong></td>
</tr>
<tr>
<td><strong>Monday 1 March</strong></td>
<td><strong>Guide which is sent out with the UAC offer.</strong></td>
</tr>
<tr>
<td><strong>removes</strong></td>
<td><strong>TRANSFERS OF COURSE</strong></td>
</tr>
<tr>
<td><strong>Monday 8 March</strong></td>
<td><strong>Students currently enrolled in an undergraduate course who wish to</strong></td>
</tr>
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<td><strong>concludes</strong></td>
<td><strong>transfer to a different undergraduate course in 1993 must apply through</strong></td>
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<td><strong>Friday 12 March</strong></td>
<td><strong>the University Enrolment Centre (UAC) by 30 September 1992. Late</strong></td>
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<td><strong>NOTE:</strong></td>
<td><strong>applications will be accepted through UAC until 31 October if accompanied</strong></td>
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<td><strong>by a $50.00 late fee. Late applications will be accepted after 31 October</strong></td>
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<td><strong>direct to the UAC, for which only late fees will be considered if places</strong></td>
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<td><strong>remain after applications that have been submitted through UAC are</strong></td>
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<td><strong>considered. If a student's request to transfer to another course is</strong></td>
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<td><strong>successful, he/she must arrange for an appropriate course to be</strong></td>
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<td><strong>enrolled in. If places remain after applications that have been submitted</strong></td>
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<td><strong>through UAC are considered.</strong></td>
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<td><strong>If a student's request to transfer to another course is successful, he/she must arrange for an appropriate course to be enrolled in. If places remain after applications that have been submitted through UAC are considered.</strong></td>
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</table>

**Re-enrolment of Continuing Students**

There are five steps involved for re-enrolment of continuing students:

- receive a re-enrolment kit in the mail
- lodge the Enrolment Application form with details of your proposed program
- pay a fee and charge notice in the mail in late January
- payment of the General Service Charge at any Commonwealth Bank by 26 February 1993
- receive an approved program and student card

**Re-enrolment Kits**

Re-enrolment kits for 1993 will be mailed to students in October. The re-enrolment kit contains the student's Enrolment Application and Statistical Form, the 1993 Class Timetable, the 1993 HBCUS booklet and Enrolment Guide. A fee and charge notice will be mailed separately in late January. Students must only pay the fee and charge notice. Outstanding debts will be paid.
Lodging Enrolment Application Forms
The Enrolment Application form must be completed carefully and lodged at the Student Division Office by 6 January 1993. Students should know their examination results before completing the re-enrolment form. There is no late charge payable if the form is late, but it is very important that the Enrolment Application form is lodged by 6 January 1993 at latest time before the enrolment approval and student card may not be available for the start of the semester.

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

Payment of Charges
The Fees and Charges Notice will be re-mailed to students in late January (Please note a Fees and Charges Notice will not be sent until all outstanding debts have been paid). The 1993 General Service Charge must be paid at any Commonwealth Bank branch using the Fees and Charges Notice. Payments made after 26 February 1993 will incur a $500.00 fee.

All changes listed on the Fees and Charges Notice must be paid. The Bank will not accept part payment.

SCHOLARSHIP HOLDERS AND SPONSORED STUDENTS
Students holding scholarships or receiving other forms of financial assistance must lodge with the Student Centre their Fees and Charges Notice. Together with a written statement that charges will be paid by the sponsor. Sponsor must provide a separate voucher warrant or letter for each student sponsored.

LATE PAYMENT
The final date for payment of the General Service Charge is 26 February 1992. Payments made after this date will incur a $500.00 late fee.

Thereafter enrolment will be cancelled if charges remain unpaid by 19 March.

FAILURE TO PAY OUSTIDE DEBTS
Any student who is indebted to the University by reason of non-payment of any charge or expense must be excluded from further classes until the fees and charges are fully paid. The student will be provided with the amount due and the due date.

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

RE-ADMISSION AFTER ABSENCE
A person wishing to resume an undergraduate degree course who has been absent from the University of New South Wales since 5 November 1992, is required to apply for admission again through the Universities Admissions Centre, Locked Bag 500 Lidcombe 2141. Applications forms must be returned to the UAC by 30 September each year. There is a $60.00 fee for late applications. Students who withdraw from their course after the March 1993 return are not required to apply for re-admission.

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

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

CHANGE OF NAME
Students who change their name should advise the Student Division Office. A marriage or death poll certificate should be presented for sighting in order that the change can be noted on University records.

CHANGE OF PROGRAMME
Approval must be sought for any changes to the programme for which a student has enrolled. This includes adding subjects, withdrawing from subjects or courses, or replacing one subject with another.

All proposed changes should be entered on the Programme Variation section on the reverse side of the Confirmation of Programme form. Written approval from the programme coordinator is documentary evidence in the form of student or other relevant signatures must be submitted. Programme Variations should be noted at the relevant Faculty Office. Withdrawal from Subjects or Course
Application forms for withdrawal from subjects of of one or more than 20 occasions must be approved for withdrawal with a failure being recorded against the subject or subjects in question.

Withdrawal Dates

<table>
<thead>
<tr>
<th>Semester 1 Subjects</th>
<th>Semester 2 Full Year Subjects</th>
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<tbody>
<tr>
<td>11 June 1993</td>
<td>5 November 1992</td>
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</table>

Exemption of the.permission with the consent of the dean of the subject:
(a) a student shall not be permitted to withdraw from a subject after the date listed above
(b) a student shall not be permitted to withdraw from a subject on or after 5 November 1992.

If a student believes that a failure should not be recorded because of the circumstances leading to his or her withdrawal, it is important that full details of these circumstances be provided with the application to withdraw from the subject.

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

ENROLMENT CONFIRMATION
Students should ensure that all details on their Confirmation of Programme form are correct, as failure to correct this information could cause problems at examination time. Please note that it is the student's responsibility to ensure that:
(i) all enrolment details are correct and
(ii) to withdraw from a Semester if a failure has been incurred in any of the Pre requisite Semester 1 subject.

LEAVE OF ABSENCE
Undergraduate Awards
Subject to any provision concerning your course as set out in the schedule, a candidate in good academic standing in the course:
(a) may take leave of absence for one year from the course; or
(b) with the permission of the Dean, may take leave of absence for two consecutive years from the course
without prejudice to any right of the candidate to re-enrol in the course following such absence.

Candidates should also refer to the Rules Governing Undergraduate Awards. A candidate wishing to take leave of absence should apply through the Universities Admissions Centre (UAC), Locked Bag 500, Lidcombe, NSW, 2141. The closing date for applications is 30 September each year.

Postgraduate Coursework Awards
Leave of absence may not be available for some courses. Candidates should refer to the course schedule, and also with their Faculty Office regarding any requirement to lodge a formal application for leave.

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

SCHOLARSHIPS
Scholarship holders, both undergraduates and postgraduates, who wish to take leave of absence from their course, or who do not intend to take a full-time program in any semester, are required to lodge an application for leave of absence prior to the end of the preceding semester. Applications for suspension should be lodged with the Scholarships Office for approval by the Scholarships Committee. Refer to the Conditions of the scholarship.

ATTENDANCE AT CLASSES
Where a student's attendance or progress has not been satisfactory, action may be taken under the Regulations Governing Unsatisfactory Progress.

In the case of illness or absence for some other unavoidable cause, a student may be excused for non attendance at classes.

All applications for exemption from attendance at classes must be made in writing to the Faculty Office prior to the commencement of the course. Requests for permission to take leave of absence should be made in writing to the Faculty Office. Where tests or term examinations have been missed, this fact should be noted in the application.

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

GENERAL CONDUCT
In accepting membership of the University, the student undertakes to observe the by-laws and other requirements of the University.

Students are expected to conduct themselves at all times in a manner fitting to the University, the campus and the University Library. Gambling is forbidden.

Members of the academic staff of the University, senior administrative officers, and other persons authorized for the purpose have authority to report disorderly or improper conduct occurring at the University.

NOTICES
Official University notices are displayed on Departmental notice boards and students are expected to be acquainted with the contents of these announcements as well as the contents of this. The Student Centre is used for the specific purpose of displaying examination time-tables and other notices about examinations and final results.

EXAMINATIONS
External formal written examinations take place on prescribed dates within the following period.

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

Timetables showing the date and time at which individual examinations will be held are available from the Student Centre, specific Departmental notice boards and other prominent locations on campus. Missing the timetable of the will not under any circumstances be accepted as an excuse for failure to attend an examination.

SITTING FOR EXAMINATIONS
Normal formal examinations, where prescribed, are compulsory. Students should consult the final timetable in advance to find out the date and time of their examinations.

LOCATION OF EXAMINATIONS
Seat allocation lists for examinations will be displayed about two weeks before the commencement of the examination period on the noticeboard of the Department running the subject, and on a noticeboard outside the examination room on the day of the examination. Candidates should allow themselves plenty of time to get to the examination room so that they can take advantage of the 10 minutes reading time that is allowed before the commencement of the examination. Normally, entry into examination rooms will be permitted from 15 minutes before the actual commencement of the examination. Students must allow the candidate time to leave the examination room and locate the allocated seat and complete the necessary attendance slip. Any related necessary registration details before the commencement of reading time. During reading time no working will be permitted within the examination room, which may be taken into these examinations will also be displayed outside the examination room. A complete day seating list will also be displayed in the Great Hall foyer and Hunter Building foyer.

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

examination paper that the calculator specified in a permitted aid
Calculators must be hand-held, battery-operated and non-programmable and students should note that no concession will be granted:
(a) to a student who is prevented from bringing into a room a
(b) to a student who uses a calculator incorrectly; or
(c) because of battery failure.

UNLISTED CANDIDATES
If you expect to sit for an examination and your name does not appear on the displayed seat allocation list you cannot be formally recorded as being enrolled and eligible to sit and receive a result. In these circumstances you will need to visit the Examinations Office to identify the problem. If an enrolment problem is confirmed you may also need to discuss the matter with your Faculty Officer.

RULES FOR PRELIMINARY EXAMINATIONS

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

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

(a) "award" means the determination of a degree for the purposes of the regulations for these degrees or the assessment of published written works submitted for a degree or diploma;
(b) "award" means an examination or test conducted by a Faculty for the purpose of the regulations for these degrees or the assessment of published written works submitted for a degree or diploma;
(c) "award" means the determination of a degree for the purposes of the regulations for these degrees or the assessment of published written works submitted for a degree or diploma;
(d) "award" means the determination of a degree for the purposes of the regulations for these degrees or the assessment of published written works submitted for a degree or diploma;
(e) "award" means the determination of a degree for the purposes of the regulations for these degrees or the assessment of published written works submitted for a degree or diploma;
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(y) "award" means the determination of a degree for the purposes of the regulations for these degrees or the assessment of published written works submitted for a degree or diploma;
(z) "award" means the determination of a degree for the purposes of the regulations for these degrees or the assessment of published written works submitted for a degree or diploma;

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

"supplementary examination" means an examination in respect of which any doubt exists as to the judgement to be recorded in an examination return.

PART 2 - GENERAL
Examinations other than in single department

3. (1) Where a Faculty is not comprised of Departments, the functions and responsibilities of the Head of a Department and the Departmental Examinations Committee shall be undertaken respectively by the person or body in that Faculty approved for the purpose of these Rules by the Academic Senate.
(2) Where a subject is the responsibility of a single Department, the functions and responsibilities of the Head of a Department and the Departmental Examinations Committee in respect of that subject shall be decided by the Faculty Board concerned or, where Departments from more than one Faculty are involved, by the Academic Senate.

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

Publication of requirements
5. The Head of Department shall ensure the publication of the Departmental examination requirements in each subject by the end of the second week of the session in which the subject commences including the weighting and timing of each task comprising the total assessment to be applied in determining the final grade.

Penalties
6. An infringement of any of the rules set out in Rule 16(1), other than those set out in Rule 16(2), or the instructions referred to in Rule 19 shall constitute a breach of discipline.

PART 3 - PROCEDURES
External Examiners
7. (1) The Academic Senate may, on the recommendation of a Faculty Board, make on the recommendation of a Head of Department to appoint one or more external examiners for the Department. Such appointment shall be for a term of one year and, except with the approval of the Academic Senate, no external examiner for the Department shall be reappointed for more than four consecutive terms of office.
(2) Where the appointment of an external examiner for an examination is prescribed by the Rules for an award, or where the Faculty Board considers it appropriate that an external examiner be appointed, such appointment shall be made by the Faculty Board or as otherwise prescribed in the Rules for that award.

Examining
8. The Head of each Department shall arrange for the members of the academic staff responsible for each of the subjects offered by the Department:
(a) to prepare the examination papers in the subjects;
(b) in consultation with any other members of staff involved in the tuition or supervision of the candidates, to assess the scripts and other work submitted by candidates and, if required, to record a final result for each candidate; and
(c) to record in an examination return a judgement in respect of each candidate for submission to the Departmental Examinations Committee in the assessment of the examination results of that candidate. Such record shall be made on the prescribed form.

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

Determination of results in subjects
10. (1) The recommendations of the Departmental Examinations Committee shall be presented to the Faculty Board by the Head of Department or the representative of the Head, who shall be entitled to vary any recommended result if the view that it is appropriate to do so on the request of the Faculty Board.
(2) The Dean shall ensure that in making its recommendations the Departmental Examinations Committee has considered any request for special consideration made by a candidate pursuant to Rule 13.

11. Each Faculty Board shall consider the recommendations of the Departmental Examinations Committee and, taking into account any change to a recommendation under sub-rules (1) or (2), shall either:
(a) confirm the result; or
(b) defer the decision pending the outcome of other action as the Faculty Board deems appropriate.

Grading of results in subjects
13. (1) A candidate who claims that:
(a) study during the year or preparation for an examination;
(b) external examiner;
(c) no candidate shall enter the examination room after thirty minutes or the last ten minutes of the examination, and
(d) no candidate shall leave the examination room during the first thirty minutes or the last ten minutes of the examination;
(2) A request made pursuant to sub-rule (1)(a) shall be submitted by the candidate within seven days after any absence arising from the illness or event on which the request is based, or such longer period as the Dean of the Faculty in which the candidate is enrolled may accept.
(3) A request made pursuant to sub-rule (1)(b) shall be submitted by the candidate not later than three days after the date of the examination or within such further period as the Dean of the Faculty in which the candidate is enrolled may permit.
(4) Where a candidate is personally unable to take the action prescribed under this Rule, some other person may take such action on behalf of that candidate.
(5) The Academic Registrar may call for such other evidence in respect of the candidate's request as it may reasonably require.

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

PART 4 - FORMAL WRITTEN EXAMINATIONS

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

Timetable for formal written examinations
15. (1) The Academic Registrar shall publish a timetable showing where and when formal written examinations will be held and it shall be the responsibility of candidates to attend those examinations prescribed for the subjects in which they are enrolled.
(2) Notwithstanding the provisions of Rule 15(1), where the Academic Registrar considers it justified on religious, conscientious or other grounds, special arrangements may be made to allow a candidate to attend a prescribed examination for a particular paper and place different from that published in the examination timetable.
(3) Subject to the provision of Rule 13(2), candidates who fail to attend an examination which is shown on the examination timetable will be deemed to have sat and failed the examination.

Rules for formal written examinations
16. (1) Formal written examinations shall be conducted in accordance with the following rules:
(a) candidates shall comply with any instructions given by a supervisor relating to the conduct of the examination;
(b) before the examination begins candidates shall not read any paper or mark or take any other assistance which may report the circumstances in writing, supported by medical or other appropriate evidence to the Academic Registrar and recommendations in respect of the examination results of the candidate. Such request shall be made on the prescribed form.

A programmable calculator may be permitted if prescribed, provided that program cards and devices are not allowed in the examination room and the Head of Department approves. Consideration is currently being given to the establishment of a listing of calculators approved for use where calculators are specified as a permitted aid.
(e) no candidate shall re-enter the examination room after leaving it during the full period of absence that candidate has been under approved supervision;
(f) a candidate shall not bring into the examination room any bag, paper, book, written material, device or aid whatsoever, except as may be specified for the particular examination;
(g) a candidate shall not by any means obtain or endeavour to obtain improper assistance, give or endeavour to give improper assistance to any other candidate, or commit any breach of good order;
(h) a candidate shall not take from the examination room any examination paper so marked, graph paper, drawing or other material issued for use during the examination;
(i) no candidate may smoke in the examination room.

(2) The provision of sub-rule (1) may be relaxed:
(a) by the Academic Registrar; and
(b) with the exception of paragraphs (c), (f), (g) and (h) by the supervisor upon the direction of the Academic Registrar or at the discretion of the supervisor, provided that the circumstances of any case in which discretion has been exercised shall have been reported in writing to the Academic Registrar immediately following the conclusion of the examination.

PART 5 - OTHER EXAMINATIONS
Responsibility
17. The Head of Department shall be responsible for the administration and supervision of the examinations of the University, other than those written examinations, in the subjects offered by the Department.

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

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

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

Any infringement of these rules constitutes an offence against discipline.

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

No results will be given in person.

REVIEW OF FINAL RESULT
After the release of both Semester 1 and end of year final examination results a student may apply to have a result reviewed. Part 3 of the University’s Examination Rules specifies procedures relating to Review of Results in a subject, for details see page (vi) and the necessary application form. Students should read the instructions on the application form before applying for a Review. There is a charge per subject, which is refundable only if the re-marking of that subject does not change the result.

SPECIAL CONSIDERATION REQUESTS
All applications for special consideration shall be made on the Application for Special Consideration form. The granting of Special Consideration could involve a further examination and the candidate is bound by the outcome of such a re-examination. Any further examination or assessment administered will be by the Department that offered the subject. Consequently you must therefore check with the Department if the subject to ascertain that Department's requirements. You should also watch the Department’s noticeboard for further advice concerning Special Consideration.

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

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

STATEMENTS OF ACADEMIC RECORD
If you wish to be issued with a statement of your academic record, you must complete the appropriate application form and lodge it with the University Cashier along with the appropriate fee (see page x). The statement will be issued on a fee paid basis, available at the nominated address. Applicants should allow adequate time for this to occur. Completed procedures should be submitted to the Secretary within a week. Statements involving pre 1979 records might be expected to take longer to produce. Inailed applicants must clear their debt before statements can be issued. Application forms may be obtained from the Student Division Examinations Counter, Chancellorcy Building and the Examination and Services Counter, Hunter Building.

UNSATISFACTORY PROGRESS
The University has adopted Rules Governing Unsatisfactory Progress which are set out below. Students who become liable for action under the Rules will be informed accordingly by mail after the release of the End of Year examination results and will be informed of the procedure to be followed if they wish to "show cause". Appeals against exclusion must be lodged together with Enrolment Application forms by Wednesday 6 January 1993.

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

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

Interpretation
2. In these Rules, unless the context or subject matter otherwise indicates or requires, "the Committee" means the Admissions and Progression Committee of the Academic Senate as constituted from time to time.

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

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

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

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

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

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

Review of Performance by Board
4. (1) A Board may review the academic performance of a student who does not maintain a rate of progress considered satisfactory by the Board and may determine:
(a) that the student be permitted to continue the course;
(b) that the student be permitted to continue the course subject to such conditions as the Board may decide;
(c) that the student be excluded from further enrolment;
(d) that the student be permitted to continue the course subject to such conditions as the Board may decide;
(e) that the student be enrolled in another course or courses from the University under these Rules;
(f) that the Board considers its powers inadequate, that the case be referred to the Committee together with a recommendation for such action as the Board considers appropriate.

Before a decision is made under Rule 4(1), the student shall be given an opportunity to make representations with respect to the matter either in person or in writing or both.

(c) that the student be enrolled in another course or courses from the University under these Rules; or
(d) that the student be excluded from further enrolment pursuant to Rule 3(1)(b) or (c) of these Rules unless it has first given the student the opportunity to be heard in person by the Board;

3. A student may appeal to the Vice-Chancellor against any decision made by the Committee under this Rule.

Action by Vice-Chancellor and Council
8. Where there is an appeal against any decision of the Committee or under Rule 7 of these Rules, the Vice-Chancellor may refer the matter back to the Committee with a recommendation or shall arrange for the appeal to be heard by the Council.

The Council may confirm the decision of the Committee or may substitute for it any other decision which the Committee is empowered to make pursuant to these Rules.

Re-enrolment
9. (1) A student who has been excluded from further enrolment in a Faculty may enrol in a course in another Faculty only with the permission of the Board of that Faculty and on such conditions as the Board may determine.

2. A student who has been excluded from further enrolment in any course, Faculty of the University under these Rules may apply for permission to enrol therein again, provided that in no case shall such re-enrolment commence before the expiration of the period of exclusion. A decision on such application shall be made:
(a) by the Board, where the student has been excluded from a single course or a single Faculty;
(b) by the Committee, in any other case.

Appeal Against Re-enrolment Application
10. (1) A student whose application to enrol pursuant to Rule 9(1) or 9(2)(a) of these Rules is rejected by a Board may appeal to the Vice-Chancellor.

2. A student whose application to enrol pursuant to Rule 9(2)(b) of these Rules is rejected by the Committee may appeal to the Vice-Chancellor.
The Higher Education Contribution Scheme (HECS) requires students to contribute towards the cost of their higher education. Each semester a student’s HECS liability is calculated according to his or her Student Load. The liability for an 80 credit point full-time load in 1993 is $3328. All loads are calculated at the census date each semester i.e. 31st March in Semester One and 31st August in Semester Two. Withdrawn subjects effective on or after the census date and failed subjects are removed from HECS liability.

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

- a fee-paying student in a "fee-approved postgraduate award course"
- a student in a "basic nursing education course"
- a "full fee-paying overseas student"
- a "student who has paid the Overseas Student Charge"
- a "fully sponsored overseas student"
- a student in an "enabling course"
- a student in a "non-award course"

The Higher Education Contribution Scheme (HECS) is administered as part of the enrolment process. Students commencing a new course must select one of three options on the HECS Payment Options form. On enrolment students must do one of the following:

- (a) Elect to pay up-front which would require payment of 75% of the contribution for the semester, with the balance to be paid by the Commonwealth. Students electing to pay up-front will be asked to pay at the commencement of each semester.
- (b) Defer their HECS and elect to pay through the taxation system, in which case they must either provide a tax file number or apply for a tax file number as part of their enrolment. Students electing to defer their HECS and pay through the taxation system are required to make a payment towards their contribution until their taxable income reaches a minimum threshold. For the 1991-92 financial year the minimum threshold was $27,000. This amount will be increased each year.
- (c) As from 1993 New Zealand citizens residing in Australia for less than two years and permanent residents of Australia whose term address in overseas is overseas are required to pay their HECS contribution up-front. The 25% discount applies.

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

Note:

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

4. Indebted Students

All debts outstanding to the University must be paid before enrolment can be completed—part payments of total amount due will not be accepted.

5. Loans

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

Any application for a loan from the student loan fund is possible when necessary funds are not available. Approvals for loans from this fund must be made before the 26 February 1993 to avoid the addition of a late fee. Student loan funds are available for other essential needs. Contact the Student Service Office, AMCS Ameona Maid, phone (06) 2114667 to arrange an appointment.

6. Refund of Charges

A refund of the General Service Charge paid on enrolment will be made to the student who notifies the Student Division of a complete withdrawal from studies under the following conditions:

(i) when a student notifies the University of a complete withdrawal from studies by the following dates, a refund will apply: 100% refund Notification on or before 31 March Notification by the end of first semester Notification after the end of first semester Nil refund (ii) when a student solely enrolled in a program of studies offered only in Semester 2 notifies the University of a complete withdrawal from studies by the following dates, a refund will apply: 100% refund Notification on or before 31 March Nil refund provided that in exceptional circumstances the Bursar may vary these provisions in the case of individual students.

The S35 joining fee is not refundable.

A refund cheque will be mailed to a student or if applicable, a sponsor. Any change of address must be notified to the University.

7. CAMPUS TRAFFIC AND PARKING

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

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

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

The issue of a parking permit only entitles a member of the University to park on the campus and marked out car park space to the extent that such a space is available. It is essential that vehicles are not parked on granted areas, footpaths, roadways and the like for the protection of the University’s landscape and for the safety of students, staff and visitors.

Alternative parking to be utilised when on campus car parks are full is available on both titles of University Drive (subject to compliance with traffic regulations in regard to bus stops, distance from pedestrian crossings, roundabouts etc.).

The University is working with public transport authorities to improve the level of transport to the University so as to alleviate the necessity for staff and students to use private vehicles. It is in the interest of all members of the University community, and to the development and maintenance of the campus building setting, to dramatically reduce the numbers of vehicles on the campus, as well as assisting with the broader issues of air pollution, traffic congestion and the like.

Students are urged to consider alternative modes of transport, such as public transport, and greater use of bicycles to take advantage of the new cycleways serving the University. Car parking arrangements are also encouraged and your Student Representative Council (SRC) can assist you in this regard.

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

- (a) exceeding the speed limit on University roads ....... $10
- (b) failing to stop when signalled to do so by an
  Attendat (Patrol) ........... $20
- (c) refund to provide information requested by an
  Attendat (Patrol) ........... $10
- (d) failing to obey instructions given by an
  Attendat (Patrol) ........... $10
- (e) illegal parking ............... $15
- (f) parking on University roads very .................. $15
- (g) parking on footpaths ........... $15
- (h) parking on areas marked by sign .......... $50
- (i) parking in a way that may risk injury to others .... $10
- (j) not displaying parking permit ........ $70
- (k) parking in a restricted area ........ $15
- (l) parking in an area reserved for handicapped person .... $10
- (m) any other breach of the traffic and parking rules $10

The penalty will be imposed:

- (a) on the spot by an infringement notice being put on the vehicle;
- (b) by sending an infringement notice by ordinary prepaid post to the registered person responsible for the vehicle, or to the registered owner of the vehicle.

Any objection to the imposition of the penalty must include full details of the grounds on which the objection is based and be lodged in writing with the Director Property Services within 14 days of the date the infringement notice shows the breach as having been committed.

The Director Property Services, after considering an objection, shall either reject it or waive the penalty.

Penalties must be paid:

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

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

BANKING

i) Commonwealth Bank

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

- Hours of Opening:
  - Monday to Friday: 9.30am - 4.00pm
  - Friday: 9.30am - 5.00pm

ii) Credit Union

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

- Hours of Opening:
  - Monday to Friday: 9.00am - 4.00pm

An agency is located in the Hunter Union Building.

CASHIER

The cashiers' office is located in First Floor, Chancellor Building. Cash credits and debits are not available.

- Hours of Opening:
  - (a) During Semester: 10.00am - 4.00pm
  - (b) Vacation Period: 10.00am - 12.30pm; 2.00pm - 4.00pm

CHAPLAINCY SERVICE

The Chaplaincy Centres are located in the temporary buildings adjacent to the Computer Teaching Building and in room A118 in the Hunter Library near the Hunter Library. Pastoral and spiritual care is available from the following denominational chaplains:

- Anglican
- Catholic
- Baptist
- Presbyterian

Uniting Church/Assembly of God

Russian Orthodox

Seventh Day Adventist

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

COMMUNITY PROGRAMMES

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

Students interested in Bridging or preparatory course should telephone, write or call at the Department's office in Room LG09, Lower Ground Floor, McMullin Building. The Department is also able to respond to requests to tailor make courses, Workshops, Seminars and Training Sessions for particular clients in virtually any subject area. Telephone (049) 216017.

CONVOCACTION

All Students (049) 216017.

Russian Floor, McMullin Building. The Convocation Office may be contacted on (049) 216464.

CO-OP BOOKSHOP

The Co-op Bookshop is located within the Student Union Building. It stocks textbooks, general publications, computers discs and other software, audio-visual cassettes. Discounts are available to Co-op members.

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

L O S T PROPERTY

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

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

It is suggested that you telephone in advance.

NOTICEBOARDS

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

POST OFFICE

Offers all normal postal services EXCEPT interviews for passports.

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

PUBLIC TRANSPORT

The State Transit Authority provides a comprehensive bus service to the University from the following locations:


Bus Timetables are available from the Student enquiry counter in the ground floor of the Chancellorcy Building.

STUDENT INSURANCE COVER

Student Insurance is an accident policy which is administered by the Sports Union/Sport and Recreation Office on behalf of American Insurance Underwriters (A.I.U.). This policy provides benefits for death, disability, hospitalization, loss of wages and medical expenses (these are restricted to injuries sustained whilst engaged in campus activity). The injury must be the result of a "fortuitous act" (i.e. due to chance). It does not cover disability arising from sickness or disease.

There is a $25.00 excess applicable to each accident, not each claim. This excess is deducted from the first part claim only.

Student plan can cover:

i) Students who are members of the Sports Union (this does not include students who have deferred study).

ii) Fully paid-up members of the University Sports Club.

iii) Active life and active associate members of the University's organised sport.

iv) Staff of the Sports Union and staff of the University who join the Sports Union.

For further information and claim forms, please contact the Sports and Recreation Office during business hours on (049) 215584.

UNIVERSITY COMPUTING SERVICES

The University of Newcastle has made use of computers in research and teaching for administrative purposes since the first computer was installed in October 1963.

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

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

University Computing Services provides and supports computing services for most activities of the University for academic departments, through the HelpDesk and Computer Laboratory Manager, for administrative divisions and for service units. Services are provided through central computer network with external links, and through assistance to users of both the central computers and distributed desk-top computers.

There are more than 800 terminal connections directly to the campus network. Various computers, both in University Computing Services and in University departments. A number of School and Departmental computers and networks are also connected to the UIN.

Students are given access to central VAX/VM and UNIX computers and centrally located microcomputers (Apple Macintosh and IBM PCs or clones) and to departmental and special purpose computers as stipulated in their course of study. Many packages are available such as the NAG numerical library, statistical programs such as MINITAB, SAS, SPSS-X and BMDP and word-processing.

All students are free to use the electronics news and Mail services for on-campus use. AARNet access is only available to coursework students when specifically requested by course lecturers.

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

The computers normally operate continuously, with terminal rooms open from 08:00 to 21:00 on weekdays (and in the Computing and Information Sciences Building from 06:00 to 19:00 on weekdays for the first part of the academic year).

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

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

CONDITIONS OF USE

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

The University cannot guarantee the confidentiality of any information stored on any University computer or transmitted through its network. For the purpose of managing the resources, it is necessary for the University to monitor files and usage.

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

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

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

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

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

You may not attempt to interfere with the operation of the University's computers or any other facilities accessed by use of the University's computer service.

You may not attempt to subvert the security of any of the University's computing facilities or any others accessible by use of the University's network.

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

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

You may access computing and telecommunications facilities on other sites only with their permission and in a manner consistent with these terms.

You must, on request by an authorised member of staff, produce evidence of identity (for example by student card) when using University Computing facilities.

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

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

UNIVERSITY LIBRARIES

As a member of the University of Newcastle, you are entitled to use the Auchmuty, Harleq, Conservatorium and Central Coast Library facilities as well as the libraries of the teaching hospitals.

Auchmuty Library

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

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

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

The Biomedical Reading Room houses books, serials, pamphlets and reference material in Biological Sciences and Medicine; i.e., within the classification ranges Q16-57, Q51-69 and Q70-619. It also includes a special area, Medical Reserve, which holds a variety of resources and equipment supporting the Faculty of Medicine’s innovative and highly resource-dependent curricula.

Collections of resources are also maintained in seven country centre hospitals for the use of students in clinical learning sites: Taree, Tamworth, Gosford, Maitland, Orange, Lismore and Dubbo. There is a formal agreement between the University and the Area Health Board on the operation of the Cardlin Library Service under which registered users of the Chancellor and Garden Library enjoy complete reciprocity.

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

The Audiovisual section includes computer-based multimedia.

Further information and assistance can be obtained at the Chancellor Reference Desk, ‘phone 215851.

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

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

Further information and assistance can be obtained at the Huxley Reference Desk, ‘phone 215435.

Newcastle Conservatorium of Music Library
The Library contains a collection of books, serials, scores, CDs, and sound recordings. It is located at the Newcastle Conservatorium of Music, on the corner of Gibson and Auckland Streets, in the city.

Currently only students and staff of the Conservatorium of Music can borrow from this Library. This includes Music Education students enrolled on the Callaghan campus.

Further information can be obtained by contacting the Librarian on 294133.

Central Coast Campus Library
The Library has a small but growing collection of books, serials and audiovisual materials which support the programmes in Arts, Business, Social Sciences and Education.

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

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

Further information can be obtained by ringing 215779.

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

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

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

Access to Information
Library facilities include the computerised catalogues NEWCAT, which provides direct access to information about materials held in the Auchmuty, Huxley, Conservatorium, Central Coast and Area Health Libraries. The Auchmuty and Huxley Libraries also hold databases on CD-ROM to enable students and staff to find journal articles in their subject areas. The print version of other indexes are available in the Reference Collection for manual searching. Some are on computerised databases available via telecommunications networks. AANet, the Australian Academic Network, provides access to others.

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

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

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

Hours of Opening

AUChmuTY lIBRARY

Term Hours:
Monday to Thursday: 8.30am to 10.00pm
Friday: 8.30am to 7.00pm
Saturday & Sunday: 10.00pm to 5.00pm

Semester Breaks:
Monday to Friday: 8.30am to 5.00pm
Saturday & Sunday: Closed

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SECTION FOUR

COURSE PROGRAMS

BACHELOR OF ARTS (VISUAL ARTS)

Attendance: Full-time or Part-time

Total Credit Points: 240

Course Co-ordinator: Mr Garry Jones

COURSE DESCRIPTION

The course of study for the Bachelor of Arts (Visual Arts) is a degree program designed to prepare students for professional practice in the visual arts and arts-related fields. The course can be completed over three years full-time or six years part-time study (day classes only).

COURSE OUTLINE

YEAR 1

In this introductory year, full-time students undertake three subjects, while part-time students complete them over two years:

Studio Sessions 2 (9 hours per week; 3 studio classes x 3 hours each, each semester) 36cp

Studio Sessions 1 (6 hours per week; 2 studio classes x 3 hours each, each semester) 24cp

Visual Arts Theory (3 hours per week) 20cp

Studio Sessions (Ungraded Assessment)

In view of the varying backgrounds of commencing students, the First Year studio program is designed to ensure that each individual is able to gain basic experience across a wide range of visual arts disciplines and that each student encounters ongoing studio-based dialogue. Disciplines offered are subject to availability of resources but normally include:

Ceramics Painting
Design and Colour Photography
Drawing Printmaking
Fibre Art/Textiles Sculpture
Graphics Video
Illustration (Plant and Wildlife)

Visual Arts Theory (Graded Assessment)

The First Year theory program introduces all commencing students to current visual arts theory concerns and research methods.

YEAR 2

This transitional year requires students to commit themselves to selected studies and provides preparation for specialised involvements in the final year. In both the studio and theory components of the program, elective studies require the student to carefully select a range of involvements.

The study pattern is:

One Study of 9 hours per week 36cp
plus One study of 6 hours per week 24cp

The subjects chosen are to be selected from the following areas (subject to availability):

Ceramics Painting
Photography Printmaking
Drawing Sculpture
Fibre Art/Textiles Videography
Illustration (Plant and Wildlife)

Theory Studies (Graded Assessment)

Semester-based studies (four to be chosen) 5cp each:

Australian Art
Twentieth Century Art
Historical Survey of Graphics and Illustration
The 3D Arts since 1950
Analysis of the Visual Image
Historical Perspective on Photomedia
Contemporary Australian Craft
Museology

YEAR 3

This culminating year is one of intensive specialisation in the chosen studio major. It is supplemented by two required theory subjects.

Studio Major (Graded Assessment)

Full-time students must select a studio major which involves 15 hours study per week (68 cp). Part-time students select a studio major involving study for two years (34 cp per year).

The areas normally available include:

Ceramics Photography
Fibre Art/Textiles Printmaking
Illustration (Plant and Wildlife) Sculpture
Drawing/Photography Video

Theory Studies (Graded Assessment)

Full-time students in Third Year undertake the Professional Research Paper (6 cp) and Art and Business (6 cp). The Professional Research Paper (15 hours per week) is devoted to the research of some aspect of theory having direct relevance to the selected studio major. Art and Business (1 hour per week - Semester One only) is a course of lectures concerning art and business practice.

Part-time students normally undertake one of these subjects each year for two years.

COURSE INFORMATION

Full-Year and Semester Studies

Wherever possible, studies are offered on a full-year basis to ensure study continuity and to encourage (particularly in studio activities) the development of sustained working patterns. However, semester-long studies apply in the case of Second Year Theory (and in Third Year, Art and Business). In these instances greater elective opportunity and intensive learning experiences can be provided.
Required Study Hours
The program requirements given above show that while full-time students must attend approximately 20 hours of lectures etc. per week, additional independent research is required, extending the normal workload to 40 hours per week in order to achieve satisfactory standards.

Graded and Ungraded Assessments
Excepts for theory studies, no grades are used in assessing student performance until the final exhibition presentation in the Third Year. The ungraded assessment is used to promote creativity and experimentation in studio work prior to committed specialisation.

Assessment Procedures
Theory assessments are generally based on attendance, participation and the quality of required seminar presentations and assignments.

Studio assessments vary from First to Third Year in accordance with the educational character of each year's program. In the First Year, large open assessment sessions bring students and lecturers together so that each student's introductory experiences can be seen and discussed as an integrated whole. Second Year assessments are conducted in-discipline by panels of staff with specialised knowledge of the studio area concerned; however, as in the First Year, large open assessment sessions are scheduled so that broad studio dialogue can occur.

The Third Year final exhibition presentations are assessed by specialist panels of staff. Normally, students are expected to present all relevant studio work at the assessments regardless of whether it is to be exhibited or not.

At all studio assessments, students are urged to present all relevant material including notebooks, sketchbooks, journals, folios, work in progress and completed work. All work produced on-campus and off-campus, including work not directly related to the course, should be presented. Only then can the individual's visual arts commitment be adequately understood.

Assessment Extensions
Extensions of time for specific assignments or projects may be granted by the lecturer(s) concerned. Extensions beyond a final assessment date may be granted by the relevant Head of Department and/or Course Co-ordinator. Students must apply in writing for such extensions, outlining the reasons for the application.

Mid-Year Reviews
Mid-year review sessions are held for all year-long studio studies, from First Year to Third Year. Two weeks are set aside for the review process and students are required to attend the review sessions for all studio studies being undertaken. The reviews are normally conducted along assessment lines but are used solely as progress indicators.

Workshop Week
One week is set aside each year (usually in August) when the normal course timetables are suspended. In place of established classes, lectures etc., unique workshops are organised within and across Departments to provide studio-based and off-campus experiences which can focus creative energies in ways difficult to accomplish in normal course time. Work produced during the Workshop Week is submitted at the end of the year assessments.

Studios on Offer
Departments reserve the right to remove any study from offer for a variety of reasons, including inadequate resources, small class size, lack of facilities, etc.

Part-Time Programs
Part-time program requirements vary considerably according to individual needs and progress through the course and therefore usually require one-to-one counselling. Consequently, part-time students are urged to consult the Faculty Secretary or Course Co-ordinator to avoid errors in enrolment/enrolment.

Withdrawals
Application to withdraw without failure from a subject may be lodged until the last teaching day of semester, subject to the rules of the University.

List of Approved Subjects 1993

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<thead>
<tr>
<th>Number</th>
<th>Subject</th>
<th>Credit</th>
<th>Semester</th>
<th>Hours per week</th>
<th>Prerequisite</th>
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<td>100 LEVEL</td>
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<tr>
<td>BAVA106 Studio Sessions 1</td>
<td>24</td>
<td>FY</td>
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<td>FY</td>
<td>9</td>
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<td>BAVA216 Painting</td>
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<td>FY</td>
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<tr>
<td>BAVA219 Painting</td>
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<td>FY</td>
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<td>BAVA226 Printmaking</td>
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<td>BAVA206 Drawing</td>
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### COURSE PROGRAMS

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**List of Theory Studies 1993**

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<td>Historical Survey of Graphics &amp; Illustration</td>
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<td>BAVA293</td>
<td>Analysis of the Visual Image</td>
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### COURSE PROGRAMS

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<th>GRADUATE DIPLOMA IN ART</th>
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<tr>
<td><strong>Attendance:</strong> Full-time or Part-time</td>
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<tr>
<td><strong>Total Credit Points:</strong> 80</td>
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<tr>
<td><strong>Co-ordinator:</strong> Ms Aldona O'Brien</td>
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**COURSE DESCRIPTION**

The Graduate Diploma in Art course is designed to enable students to achieve high levels of artistic competence which are not normally anticipated within undergraduate programs. Studies include historical, theoretical and critical considerations within a studio-oriented experience. Each student has access to studios, laboratories and workshops and must demonstrate a capacity for independent, self-motivated work. Personal development is reinforced by tutorial and seminar situations. A guest lecture program is an integral part of this course. Each student is exposed to many stylistic and aesthetic notions in the Contextual Studies program which examines current art practice.

At all times, stress is placed upon individual achievement and to this end, formal contact is kept to a minimum of seven hours per week (average) when lectures and seminars take place. The student is expected to participate through the interchange of ideas.

An important aspect of the course is the personal tutorials during which the individual student and members of staff discuss work-in-progress and examine problems arising from the work.

**COURSE OUTLINE**

The course is conducted over one year (30 weeks) of full-time study (80 credit points) or two years of part-time study (40 credit points per year). Average course hour distribution for full-time study is as follows:

- **Contextual Studies**
  - 3 hours per week (lecture and/or seminar).
  - (90 course hours)

At the time of enrolment, part-time students must commit themselves to completing requirements for Contextual Studies in either Year One or Year Two of the part-time course. It is not possible to complete the Contextual Studies segments over two years.

**Major Strand**

1. 2 hours group seminar
2. 2 x 1 hour personal tutorial

3. Studio practice - 23 hours per week

**Assessment**

An exhibition of selected work is mounted by the student at the end of the course. This work is assessed by a panel which includes specialist academic staff and an external professional. All working studies are made available at this assessment.

**Formal Student Time Commitment**

Average 40 hours per week to include all individual tutorials, seminars, lectures and studio practice. Part-time students average 20 hours per week.

**Major Strands**

Major strands are available in the following disciplines in 1993 (subject to student demand):

- Painting Ceramics
- Sculpture Photography
- Printmaking Fibre Art/Textiles
- Illustration (Plant and Wildlife)

**Course Descriptions**

- **Part 1: Contextual Studies**
  - 300 course hours
  - At the time of enrolment, part-time students must commit themselves to completing requirements for Contextual Studies in either Year One or Year Two of the part-time course. It is not possible to complete the Contextual Studies segments over two years.

**Major Strand**

1. 4 hours per week comprising:
   - (a) 2 hours group seminar
   - (b) 2 x 1 hour personal tutorial

2. Studio practice - 23 hours per week

3. Total 900 course hours.

The student also prepares a studio paper of not less than 3,000 words. This paper is prepared on an approved topic which relates directly to the studio study. A resume of this research is presented as a seminar paper within Contextual Studies. A copy of this paper is lodged in the Huxley Library.
List of Approved Subjects 1993

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<tr>
<th>Number</th>
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SUBJECT DESCRIPTIONS

BACHELOR OF ARTS (COMMUNICATION STUDIES)

All Communication Studies subjects are 3 hours face-to-face and 5 hours independent research per week unless otherwise stated.

GROUP A (PROFESSIONAL STUDIES SUBJECTS)

100 LEVEL

CMNS101 PHOTOGRAPHY 1 10cp

Content

Students will gain an understanding of the basic elements of photographic structure, master basic photographic techniques and gain an understanding of photographic history and aesthetic development.

CMNS102 PHOTOGRAPHY 2 10cp

Prerequisite CMNS101 Photography 1

Content

This subject builds on Photography 1's level of understanding of photographic structure. Students will gain an appreciation of the personal, social and ethical considerations of taking another person's photograph and will become aware of a range of contemporary applications of photography, including photography in the media. They will also improve skills gained in the analysis and selection of images, including critique and analysis of master works.

CMNS103 VIDEO 1 10cp

Content

Introduces students to the production, analysis and criticism of video programs. Covers single-camera production, editing and computer-generated imagery. Connects video with film, television and other media in the context of Australian culture.
- have developed their intellectual and imaginative skills and powers.

CMNS108 GRAPHICS 2 10cp
Prerequisite CMNS107 Graphics 1
Content
CMNS108 extends and expands on objectives and topics in CMNS107, and also expects that students will:
- have an understanding of illustrative techniques, materials and equipment
- develop their general problem-solving skills in the field of visual communications
- demonstrate a basic understanding of the breadth of reprographic methods
- further develop their intellectual and imaginative skills and powers
- analyse and evaluate visual material.

CMNS109 WRITING 1 10cp
Content
Students will be able to recognise and write in different styles; learn basic word processing skills; research skills; and understand the role of the writer in communication history.

CMNS110 PHOTOGRAPHY 3 10cp
Prerequisite CMNS102 Photography 2
Content
Students will expand their understanding of the elements of photographic structure, gain a knowledge of the various camera formats and their application, and gain an overview of photography in the media.

CMNS201 PHOTOGRAPHY 3 10cp
Prerequisite CMNS102 Photography 2
Content
This subject expands on ideas, theories and work from Photography 3. Students will be introduced to the speciality press, gain experience with studio photography and with colour materials and theories.

CMNS203 VIDEO 3 10cp
Prerequisite CMNS104 Video 2
Content
CMNS204 VIDEO 4 10cp
Prerequisite CMNS203 Video 3
Content
Develops the specific disciplines of research, camera, sound, editing and post-production, all in the context of intended audience. There is specific emphasis on documentary and program planning and development.

CMNS205 SOUND & RADIO PRODUCTION 3 10cp
Prerequisite CMNS106 Sound & Radio Production 2
Content
This subject will concentrate on the operation of multi-track production facilities and the application of such techniques.

CMNS206 SOUND & RADIO PRODUCTION 4 10cp
Prerequisite CMNS205 Sound & Radio Production 3 or CMNS203 Video 3.
Content
This subject focuses on sound recording (location and studio), sound editing, track laying and mixing for video production.

CMNS207 GRAPHICS 3 10cp
Prerequisite CMNS108 Graphics 2
Content
Develops the specific disciplines of research, camera, sound, editing and post-production, all in the context of intended audience. There is specific emphasis on documentary and program planning and development.

CMNS208 GRAPHICS 4 10cp
Prerequisite CMNS207 Graphics 3
Content
CMNS209 JOURNALISM 1 10cp
Prerequisite CMNS110 Writing 2
Content
CMNS210 WRITING 3 10cp
Prerequisite CMNS110 Writing 2
Content
Writing for a Reader
Genres
Point of View
Setting a Scene
Character
Dialogue
Structure and Plot

CMNS303 VIDEO 5 10cp
Prerequisite CMNS204 Video 4
Content
CMNS304 VIDEO 7 10cp
Prerequisite CMNS303 Video 5
Content
CMNS311 PUBLIC RELATIONS 1 10cp
Prerequisite CMNS110 Writing 2
Content
Principles, Scope and Function of Public Relations
The Public Relations Program and Timetable
Organisation Theory
Interpersonal Communication
The Various Publics of Public Relations
Applied Research
Applied Writing including Reports, Client Briefs and Media Releases
Public Relations Management
Analysis of Trends
Ethics in Public Relations Practice
Media Relations

CMNS312 RESEARCH 200
CMNS321 RESEARCH 300
Prerequisite CMNS161 Communication Studies 2
Content
Principles of Social Research
track sound production to current video production. Focuses on the relationship between audience and production practice.

CMNS312 VIDEO 8
Prerequisite CMNS311 Video 6
Corequisite CMNS304 Video 7
Content Students work under supervision to conceive, research and produce a major video project. The project is supported by a written report connecting it with other work in film, television, video and sound, its specified audience, and relevant social and cultural issues.

CMNS305 SOUND & RADIO PRODUCTION 5
Prerequisite CMNS205 Sound & Radio Production 3
Content This subject will concentrate on the specific programming strategies, production techniques and production roles as applied to the preparation of spoken word and special interest radio features. Students will gain an appreciation of the importance of audience research in program production.

CMNS313 SOUND & RADIO PRODUCTION 6
Prerequisite CMNS206 Sound & Radio Production 4
Content This subject explores the application of time code as a means of picture-sound synchronisation and how this system can be successfully applied during the post-production phase of video making.

CMNS306 SOUND & RADIO PRODUCTION 7
Prerequisite CMNS305 Sound & Radio Production 5
Content This subject provides an opportunity for students to further refine their sound recording and production skills, so that they may reliably produce confident, well-presented and effective radio programs, audio history tapes, radio drama and/or other sonic presentations.

CMNS314 SOUND & RADIO PRODUCTION 8
Prerequisite CMNS313 Sound & Radio Production 6
Content Students will be sound designer, recordist and/or sound mixer for video projects produced during this semester by Third Year video students. As such, this subject is exclusively project-based.

CMNS323 JOURNALISM 2
Prerequisite CMNS209 Journalism 1
Content Ethics in Journalism

CMNS309 JOURNALISM 3
Prerequisite CMNS323 Journalism 2
Content Advanced Research Methods
Advanced Writing
Project Design and Development
Thesis Preparation

CMNS301 PHOTOGRAPHY 5
Prerequisite CMNS202 Photography 4
Content This subject extends the creative development of students through a self-structured program in consultation with lecturers in a studio based situation. They will be able to define the direction of personal research and effect it, and develop critical faculties for appraising contemporary issues in their own work and in the work of others.

CMNS315 PHOTOGRAPHY 6
Prerequisite CMNS202 Photography 4
Content This subject extends the creative development of students through a self-structured program in consultation with lecturers in a studio based situation. They will be able to define the direction of personal research and effect it, and develop critical faculties for appraising contemporary issues in their own work and in the work of others.

CMNS302 PHOTOGRAPHY 7
Prerequisite CMNS301 Photography 5
Content Students will attain to establish standards of professional excellence in black and white photography, investigate the role and function of the professional photographer within the community and industry, and complete and present a substantial folio and exhibition of work in line with research undertaken.

CMNS316 PHOTOGRAPHY 8
Prerequisite CMNS315 Photography 6
Content Students will attain to establish standards of professional excellence in colour photography, investigate the role and function of the professional photographer within the community and industry, and complete and present a substantial folio and exhibition of work in line with research undertaken.

CMNS317 SCREENWRITING 1
10cp
Prerequisite CMNS204 Video 4 or CMNS209 Journalism 1 or CMNS210 Writing 3 or CMNS211 Public Relations 1 or CMNS212 Research 200
Content Corporate and Sponsored Programs (Information, Promotion, Training, etc)
From Outline to Treatment to Script
Techniques and Conventions of Writing for the Screen
Current Affairs Scripts for Television
Documentary: Research, Production Value, Point of View
Preparing a Concept Document
Copyright and the Business of Writing

CMNS318 SCREENWRITING 2
10cp
Prerequisite CMNS317 Screenwriting 1
Content Writing Visually with Images and Sound
Elements of Storytelling
Structure, the Dramatic Act Plot Points
Characters, Actions, Dialogues, Narration
Concepts, Outlines, Treatments, Stages of the Script
Forms and Conventions for Television Comed, and the Cinema

CMNS319 PUBLIC RELATIONS 2
10cp
Prerequisite CMNS211 Public Relations 1
Content Case Study Analysis
Research Methods
Program Planning and Evaluation
Professional Writing
Principles of Layout and Design
Lobbying and Government Relations
Analysis of Global Trends
Evaluation and Production of Promotional Materials
The Nature of Public Opinion and the Role of Communication
Crisis Management
Corporate Planning and Policy Formulation
Private and Public Sector Public Relations
The Role of the Media

CMNS320 PUBLIC RELATIONS 3
10cp
Prerequisite CMNS319 Public Relations 2
Content This course will enable students to develop:
- applied problem solving skills;
- applied critical and analytical skills;
- hands on experience in array of public relations applications;
- advanced writing and production skills;
- practical appreciation of organisational structures and management styles;
- insight into the social and professional value systems within the industry.

SECTION FIVE

GROUP B (THEORETICAL STUDIES SUBJECTS)

CMNS310 COMMUNICATION STUDIES 1
10cp
Content This subject looks at the way that writers and spoken language, and other forms of communication such as the still photograph, communicate meaning. Communication Studies 1 provides students with methods for analyzing media texts and their own work, investigating the effect of form and style on the meaning of a text.

CMNS311 COMMUNICATION STUDIES 2
10cp
Prerequisite CMNS160 Communication Studies 1
Content This subject looks at the specific attributes of sound, video and film. It investigates the difference between film form and television form and the relationships between the two, and looks at the capabilities of the medium of sound. It provides an understanding of the ways in which sound, video and film communicate information and emotion, and gives students a range of methods for analysing media products and their own work.

CMNS360 BACKGROUND TO MEDIA STUDIES IN AUSTRALIA
10cp
Content Theories of Society
Social Research
Theories of Media and Society
Australian Structures and Institutions
Culture and Society in Australia
Inequality in Australia
Social Structure and Representation

CMNS601 MASS COMMUNICATION & SOCIETY
10cp
Prerequisite CMNS60 Background to Media Studies in Australia

This subject involves an off-campus industry internship.

CMNS374 APPLIED COMMUNICATION STUDIES
10cp
Prerequisite 20 cpts CMNS200 level Group A and Course Committee Approval
Content This subject aims to provide students with the opportunity:
- to integrate theory and production within a work place environment;
- to experience occupational situations that cannot be simulated within the teaching program;
- to analyze critically workplace practices and methodology within an academic framework.

This subject involves an off-campus industry internship.
CMNS062 AUSTRALIAN CULTURAL STUDIES BEFORE 1939 10cp
Prerequisite 20 cpts CMNS 100 level Group B

CMNS063 AUSTRALIAN CULTURAL STUDIES AFTER 1939 10cp
Prerequisite 20 cpts CMNS 100 level Group B

CMNS064 AUDIENCE STUDIES 10cp
Prerequisite CMNS161 Communication Studies 2

CMNS065 SCREEN STUDIES 201 10cp
Prerequisite 20 cpts CMNS 200 level Group B

CMNS066 POPULAR CULTURE & SOCIETY 10cp
Prerequisite 20 cpts CMNS 200 level Group B
BIGD151 TECHNOLOGY STUDIES 1 12cp
Print Technology 1. This study familiarises students with traditional and contemporary practices in artwork preparation, typography, type specification techniques and the creative potential of print media.

BIGD155 SPECIALIST DESIGN STUDIES 2 12cp
Prerequisite BigD155 Specialist Design Studies 1 and BigD151 Technology Studies 1
Endows skills in idea generation, drawing techniques and graphic design including systems for managing the time required to develop ideas. A program of projects links the previous year's experience and covers both general and specific areas ranging from illustration to advertising.

300 LEVEL
BIGD300 CONTEXTUAL STUDIES 3 8cp
This subject introduces Human Behaviour as a theoretical study and investigates how sociology and psychology relate to the design process. Marketing and consumerism are also introduced.

BIGD200 CONTEXTUAL STUDIES 2 16cp
Prerequisite BigD100 Contextual Studies 1
This study is composed of Australian Art/Design and Business Studies. The first component introduces students to basic historical perspectives underlying developments in Australian Art and Design. Business Studies aims to provide a working knowledge of business systems as they relate to a design practice. Offers a practical understanding of the profession and concentrates on the common sense aspects of such matters as ethics, codes of conduct, professional bodies and what the professional bodies offer to the practicing designer. Instruction, brief, report and letter writing, accounting practice and costing.

BIGD205 DESIGN CORE STUDIES 2A 12cp
Prerequisite BigD105 Design Core Studies 1A
Sculpture/Modelmaking 2. Provides an opportunity for further experimentation in 3D. Specialist workshop practices are pursued relative to model making.

BIGD206 DESIGN CORE STUDIES 2B 20cp
Prerequisite BigD106 Design Core Studies 1B

BIGD251 TECHNOLOGY STUDIES 2 20cp
Prerequisite BigD151 Technology Studies 1
This subject is composed of Advertising Design and Print Technology 2. The Advertising Design component provides an understanding of the impact of visual techniques and images on the consumer. It also develops through studio practice, the creative and analytical faculties necessary to design effective advertisements. The Print Technology 2 component exposes students to a wide range of printing production procedures and technical services relevant to design for print.

BIGD255 SPECIALIST DESIGN STUDIES 2 12cp
Prerequisite BigD155 Specialist Design Studies 1 and BigD151 Technology Studies 1
Endows skills in idea generation, drawing techniques and graphic design including systems for managing the time required to develop ideas. A program of projects links the previous year's experience and covers both general and specific areas ranging from illustration to advertising.

300 LEVEL
BIGD300 CONTEXTUAL STUDIES 3 8cp
This subject introduces Human Behaviour as a theoretical study and investigates how sociology and psychology relate to the design process. Marketing and consumerism are also introduced.

BIGD400 CONTEXTUAL STUDIES 4 8cp
Prerequisite BigD300 Contextual Studies 3

SECTION FIVE

BIGD451 TECHNOLOGY STUDIES 4 12cp
Prerequisite BigD351 Technology Studies 3B
Provides an extended opportunity for thorough investigation into a selected specialised area of media production. This will be developed in conjunction with studies in Specialist Design Studies 4.

BIGD455 SPECIALIST DESIGN STUDIES 4 44cp
Prerequisite BigD355 Specialist Design Studies 3 and BigD351 Technology Studies 3B
Students encouraged to evolve individual concepts and express them in an articulate manner using both visual and written methods. Students also required to establish contacts with printers, publishers, art directors, TV studios, graphic studios, potential clients, newspapers and other such sources that can assist project development. An awareness of the historical background that shaped the chosen area of specialisation will be developed. Students will also prepare a professional research paper in an area closely related to the design specialisation selected in the final year.

BACHELOR OF ARTS (INDUSTRIAL DESIGN) 190 LEVEL
BIGD100 CONTEXTUAL STUDIES 1 (HISTORY AND THEORY OF DESIGN) 10cp
This study establishes a relationship between Visual Culture, Design Theory and the historical and theoretical reference points in design movements. Particular emphasis will be placed upon aspects of Australian design and the process of creativity.

BIGD105 DESIGN CORE STUDIES 1A 24cp
Prerequisite BigD105 Design Core Studies 1A
Sculpture/Modelmaking 2. Opportunity for further experimentation in creative studies. Projects that relate to a wide variety of materials and art production techniques. Specialist workshop practices pursued relative to model making and prototype construction.

BIGD206 DESIGN CORE STUDIES 2B 20cp
Prerequisite BigD106 Design Core Studies 1B
### SUBJECT DESCRIPTIONS

#### BIGD211 TECHNOLOGY STUDIES 2
**Prerequisite**: BIGD111 Technology Studies 1
- This study is composed of Physics/Maths and Materials and Processes. The Physics/Maths component aims to ensure competency in applying a wide variety of scientific or mathematical principles. Materials and Processes 2 introduces a variety of materials available to the designer and their potential and limitations. Practical introduction to production machinery such as lathes, milling machines etc. The subject is developed through a series of applied studies and projects.

#### BIGD214 SPECIALIST DESIGN STUDIES 2
**Prerequisite**: BIGD214 Specialist Design Studies 2 and BIGD211 Technology Studies 1
- Continues to develop an understanding of the Industrial Design profession. Extends skills in controlling and managing the time required to develop an idea. Focuses on design methodology including problem-solving, communication, presentation and technical skills. Introduces real production, costing specification and professional practice. Emphasises ergonomics.

#### BIGD300 CONTEXTUAL STUDIES 3
**Prerequisite**: BIGD300 Contextual Studies 3
- Students are encouraged to develop an individual and appropriate style. Required to develop an understanding of the theory of Computer Aided Manufacturing techniques.

#### BIGD312 SPECIALIST DESIGN STUDIES 3
**Prerequisite**: BIGD312 Specialist Design Studies 3 and BIGD206 Design Core Studies 2B
- Continues to develop an understanding of the Industrial Design profession. Extends skills in controlling and managing the time required to develop an idea. Focuses on design methodology including problem-solving, communication, presentation and technical skills. Introduces real production, costing specification and professional practice. Emphasises ergonomics.

#### BIGD314 SPECIALIST DESIGN STUDIES 4
**Prerequisite**: BIGD314 Specialist Design Studies 4 and BIGD206 Design Core Studies 2B
- Continues to develop an understanding of the Industrial Design profession. Extends skills in controlling and managing the time required to develop an idea. Focuses on design methodology including problem-solving, communication, presentation and technical skills. Introduces real production, costing specification and professional practice. Emphasises ergonomics.

#### BIGD400 CONTEXTUAL STUDIES 4
**Prerequisite**: BIGD400 Contextual Studies 4
- Focuses on design methodology including problem-solving, communication, presentation and technical skills. Introduces real production, costing specification and professional practice. Emphasises ergonomics.

#### BIGD405 DESIGN CORE STUDIES 4
**Prerequisite**: BIGD405 Design Core Studies 4
- Continues to develop an understanding of the Industrial Design profession. Extends skills in controlling and managing the time required to develop an idea. Focuses on design methodology including problem-solving, communication, presentation and technical skills. Introduces real production, costing specification and professional practice. Emphasises ergonomics.

#### BACHELOR OF ARTS (VISUAL ARTS)

##### STUDIO ART STUDIES

#### STUDIO CO-ORDINATORS
- Drawing: Garry Jones
- Painting: Aldona O'Brien
- Printmaking: Patricia Wilson-Adams
- Sculpture: Vlase Nikoloski
- Ceramics: Pam Spinott
- Fibre Art/Textiles: Jutta Feddersen
- Photography: Allen Chawner
- Illustration: Chris Sanders
- Video: Frank Morgan
- Graphics: Alan More

##### STUDIO SESSIONS
- Studio study in the first year of the course is comprised of two units of studio/workshop sessions, five each semester for full-time students. The subjects select the areas of study that meet their own personal and technical needs. Each student designs his/her own timetable, which can be changed in the second semester. In practice students are able to experience 3 or 4 studio areas each week. Areas offered are subject to availability resources but normally include:
  - Painting
  - Illustration (Plant and Wildlife)
  - Sculpture
  - Video
  - Printmaking
  - Drawing
  - Ceramics
  - Design and Colour
  - Photography
  - Graphics
  - Fibre Art/Textiles

The flexibility of the program ensures that a first-year student can gain basic studio background in nearly all areas. All studio studies are full-year subjects.

#### 100 LEVEL

##### BAYA06 STUDIO SESSIONS 1
- This subject comprises 12 units of studio sessions each semester which is equivalent to 6 hours of studio study per week over the full year.

##### BAYA09 STUDIO SESSIONS 2
- This subject is made up of three units of studio sessions each semester and requires 9 hours of studio study per week over the full year.

#### 200 LEVEL

##### BAYA216 PAINTING
- **Prerequisite**: VP100A or VP105A and VP106A (inc. Painting)
  - Individual projects based on environmental or personal experience, with research assistance from staff.

##### BAYA219 PRINTMAKING
- **Prerequisite**: VP100A or VP105A and VP106A (inc. Printing)
  - Experimental approaches to contemporary problems including large scale formats. Further development of technical and design skills. Paint laboratory experience available.

##### BAYA226 DRAWING
- **Prerequisite**: VP100A or VP105A and VP106A (inc. Drawing)
  - Individual projects based on environmental or personal experience, with research assistance from staff.

##### BAYA229 PRINTMAKING
- **Prerequisite**: VP100A or VP105A and VP106A (inc. Printing)
  - As for above (BAYA226) with a work load commensurate with the extra hours of involvement in printmaking.

##### BAYA236 SCULPTURE
- **Prerequisite**: VP100A or VP105A and VP106A (inc. Sculpture)
  - An introduction to sculptural techniques, processes and concepts using drawing and design as dominant concerns, and including a study research involvement. Specific projects relating techniques to contemporary activity will be provided on an individual basis.

##### BAYA239 SCULPTURE
- **Prerequisite**: VP100A or VP105A and VP106A (inc. Sculpture)
  - An advanced involvement which develops the student's professional attitudes to sculpture. Conceptual growth and imaginative studio activity are dominant features of the program.

##### BAYA346 CERAMICS
- **Prerequisite**: VP100A or VP105A and VP106A (inc. Ceramics)
An investigation of Ceramics, including a research component. Conceptual growth and experimentation with techniques and media are actively encouraged.

**BAVA249 CERAMICS** 36cp  
Prerequisite VP100A or VP109A and VP106A (inc. Ceramics)  
Emphasis is placed on the development of individual student projects. Students are expected to expand background knowledge within Ceramics but are also required to adopt an inter-disciplinary approach through utilizing skills and knowledge gained from other studio involvements.

**BAVA256 FIBRE ART/TEXTILES** 24cp  
Prerequisite VP100A or VP109A and VP106A (inc. Fibre Art/Textiles)  
Being familiar with the diverse creative possibilities of this media area, the student is expected to sustain a program which can solve problems of a conceptual and technical nature. The given projects will vary but students are expected to achieve a mature working attitude.

**BAVA259 FIBRE ART/TEXTILES** 36cp  
Prerequisite VP100A or VP109A and VP106A (inc. Fibre Art/Textiles)  
As for BAVA256 (above), but with a workload and development requirement commensurate with the extra hours of involvement in this media area.

**BAVA266 PHOTOGRAPHY** 24cp  
Prerequisite VP100A or VP109A and VP106A (inc. Photography)  
An exploration of the possibilities of photographic media, extending beyond basic camera and darkroom techniques. Self-directed projects augment given assignments and prepare students to experience a diversity of approaches, both conceptually and practically. A research component is included.

**BAVA269 PHOTOGRAPHY** 36cp  
Prerequisite VP100A or VP109A and VP106A (inc. Photography)  
As for BAVA266 (above), but with a workload and development requirement commensurate with the extra hours of involvement in Photography.

**BAVA276 ILLUSTRATION (PLANT AND WILDLIFE)** 24cp  
Prerequisite VP100A or VP109A and VP106A (inc. Illustration)  
Students are expected to develop basic technical skills, study local habitats and explore creative aspects relevant to plant and wildlife illustration. A research component is included.

**BAVA279 ILLUSTRATION (PLANT AND WILDLIFE)** 36cp  
Prerequisite VP100A or VP109A and VP106A (inc. Illustration)  
As for BAVA276 (above), but with a workload and development requirement commensurate with the extra hours of involvement in the discipline.

**BAVA286 VIDEO** 24cp  
Prerequisite VP100A or VP109A and VP106A (inc. Video)  
The exploration of the creative aspects of the Video process including a research component. Students are expected to develop basic skills in using both established and experimental approaches to the media.

**SECTION FIVE**

As for BAVA276 (above), but with a workload and development requirement commensurate with the additional hours of involvement in the discipline.

**BAVA286 VIDEO** 36cp  
Prerequisite VP100A or VP109A and VP106A (inc. Video)  
As for BAVA286 (above), but with a workload and development requirement commensurate with the additional hours of involvement in this media area.

**300 LEVEL**

**BAVA310 PAINTING/DRAWING** 68cp  
Prerequisite VP210A or VP216A or VP219A  
Specialist painting for advanced students. Individual instruction based on student development and needs. Emphasis on a fusion of technical and conceptual growth and investigation leading to an exhibition. Includes participation in seminars and tutorials.

**BAVA313 PAINTING/DRAWING 1** 34cp  
(part-time only)  
Prerequisite VP210A or VP216A or VP219A  
As for BAVA310 (above), but with a workload commensurate with the reduced hours of involvement in the discipline.

**BAVA316 PAINTING/DRAWING 2** 34cp  
(part-time only)  
Prerequisite VP313A  
As for BAVA310 (above), but with a workload commensurate with the reduced hours of involvement in the discipline.

**BAVA330 CERAMICS** 68cp  
Prerequisite VP240A or VP246A or VP249A  
Emphasis is placed on developing professional attitudes and commitment to individual programs and continuing research studies. The student will be guided towards greater independence and individuality, culminating in an exhibition of selected works drawn from the year’s commitment.

**BAVA343 CERAMICS 1** 34cp  
(part-time only)  
Prerequisite VP343A  
As for BAVA340 (above), but with a workload commensurate with the reduced hours of involvement in the discipline.

**BAVA346 CERAMICS 2** 34cp  
(part-time only)  
Prerequisite VP343A  
As for BAVA340 (above), but with a workload commensurate with the reduced hours of involvement in the discipline.

**BAVA350 FIBRE ART/TEXTILES** 68cp  
Prerequisite VP250A or VP256A or VP259A  
Students at this level pursue their chosen area, either in 3D Fibre or in Surface Design, OR, indeed, in some combination of these two established fields. Students are expected to mature conceptually and to work towards the final exhibition.

**BAVA353 FIBRE ART/TEXTILES 1** 34cp  
(part-time only)  
Prerequisite VP250A or VP256A or VP259A  
As for BAVA350 (above), but with a workload commensurate with the reduced hours of involvement in the discipline.

**BAVA356 FIBRE ART/TEXTILES 2** 34cp  
(part-time only)  
Prerequisite VP353A  
As for BAVA350 (above), but with a workload commensurate with the reduced hours of involvement in the discipline.

**BAVA360 PHOTOGRAPHY** 68cp  
Prerequisite VP260V or VP266V or VP269V  
A professional commitment to photographic media, developed according to individual objectives and approaches. Some challenging photographic formats, contexts and theoretical frameworks are explored under the guidance of the teaching staff to supplement and expand the student’s personal program. Conceptual growth and experimentation are emphasised, leading to presentation of the final exhibition.

**BAVA363 PHOTOGRAPHY 1** 34cp  
(part-time only)  
Prerequisite VP260V or VP266V or VP269V  
As for BAVA360 (above), but with a workload commensurate with the reduced hours of involvement in the discipline.

**BAVA366 PHOTOGRAPHY 2** 34cp  
(part-time only)  
Prerequisite VP363V  
As for BAVA360 (above), but with a workload commensurate with the reduced hours of involvement in the discipline.

**BAVA370 ILLUSTRATION (PLANT AND WILDLIFE)** 68cp  
Prerequisite VP270D or VP272D or VP279D  
The development of a professional level of competence in some chosen aspects of plant and wildlife illustration, leading to presentation of a final exhibition.

**BAVA373 ILLUSTRATION (PLANT AND WILDLIFE)** 34cp  
(part-time only)  
Prerequisite VP270D or VP272D or VP279D  
As for BAVA370 (above), but with a workload commensurate with the reduced hours of involvement in the discipline.

**BAVA376 ILLUSTRATION (PLANT AND WILDLIFE)** 34cp  
(part-time only)  
Prerequisite VP373D
As for BAVA370 (above), but with a workload commensurate with the reduced hours of involvement in the discipline.

**BAVA380 VIDEO**  68cp
Prerequisite VP280V or VP285V or VP289V
An emphasis on sustained specialization and professional competence. Students undertake collaborative activities within the peer-group and aim at writing and producing individually-created projects via such collaborative efforts. A final presentation/screening of the major projects completes the teaching program.

**BAVA382 VIDEO I**  34cp (part-time only)
Prerequisite VP280V or VP285V or VP289V
As for BAVA380 (above), but with a workload commensurate with the reduced hours of involvement in the discipline.

**BAVA383 VIDEO I**  34cp (part-time only)
Prerequisite VP283V
As for BAVA380 (above), but with a workload commensurate with the reduced hours of involvement in the discipline.

**THEORY STUDIES**

**THEORY CO-ORDINATORS**

Visual Arts Theory  Ross Woodrow
Art and Business  Jim Stokes

100 Level

**BAVA190 VISUAL ARTS THEORY**  20cp
Offered Full Year Study
The first year theory program introduces commencing students to current concerns and issues in visual arts theory. Historical material from twentieth century visual culture is selected for analysis in mass lectures and tutorials. Also, in tutorial seminars, emphasis is placed on discussion of studio work to help students develop an understanding of the theoretical context for their work.

200 LEVEL

**BAVA290 AUSTRALIAN ART**  5cp
Semester Based Study (Offered Both Semesters)
Prerequisite BAVA190 or VP180A
This study surveys the major themes and issues in the historical framework of Australian Art. The particular emphasis is on Painting, Printmaking and Drawing.

**BAVA291 TWENTIETH CENTURY ART**  5cp
Semester Based Study (Offered Both Semesters)
Prerequisite BAVA190 or VP180A
An indepth study of the concerns of Twentieth Century artists, with an emphasis on diversity and commonality, continuities and challenges to tradition.

**BAVA292 HISTORICAL SURVEY OF GRAPHICS AND ILLUSTRATION**  5cp
Semester Based Study (Offered Both Semesters)
Prerequisite BAVA190 or VP180A
An introduction to the historical origins and development of graphics and illustration in Australia with reference to international influences. The study will focus on contemporary attitudes and cultural roles adopted by practitioners.

**BAVA293 ANALYSIS OF THE VISUAL IMAGE**  5cp
Semester Based Study (Offered Both Semesters)
Prerequisite BAVA190 or VP180A
A wide ranging survey of the historical and contemporary approaches to the interpretation of Visual Images. The focus of the study is the perception and analysis of pictures, particularly prints, drawings and paintings.

**BAVA294 THE 3D ARTS SINCE 1900**  5cp
Semester Based Study (Offered Both Semesters)
Prerequisite BAVA190 or VP180A
An examination of the evolution of Sculpture, Ceramics and the Fibre Arts in the Twentieth Century. Emphasis is on the major characteristics, changes, cultural settings, economic and political climates as factors underlying movements and trends.

**BAVA295 HISTORICAL PERSPECTIVE ON PHOTOMEDIA**  5cp
Semester Based Study (Offered Both Semesters)
Prerequisite BAVA190 or VP180A
A study of the continuity of historical and contemporary practices in Photography and Film and Video, and the interrelationships of these modern media.

**BAVA296 CONTEMPORARY AUSTRALIAN CRAFTS**  5cp
Semester Based Study (Offered Both Semester 2)
Prerequisite BAVA190 or VP180A
A challenging study of the so-called "Crafts", the media employed, the traditions involved, the cultural content and contemporary attitudes of Australian practitioners.

**BAVA297 MUSEOLOGY**  5cp
Semester Based Study (Offered Semester 1)
Prerequisite BAVA190 or VP180A
An introductory study of the history and roles of museums, including architectural, educational, curatorial, economic and conservation factors.

**BAVA298 ART AND BUSINESS**  5cp
Semester Based Study (Offered Semester 2)
Prerequisite BAVA190 or VP180A
An indepth study of those aspects of commerce and business practice frequently encountered by artists in the course of their professional careers. The lecture program is supplemented with visiting lecturers having specialist knowledge of particular areas.

**BAVA392 ART AND BUSINESS**  6cp
Semester Based Study (Offered Semester 1)
Prerequisite 15cps 2nd Year Art Theory
An indepth study of those aspects of commerce and business practice frequently encountered by artists in the course of their professional careers. The lecture program is supplemented with visiting lecturers having specialist knowledge of particular areas.

**BAVA393 PROFESSIONAL RESEARCH PAPER**  6cp
Offered Full Year Study
Prerequisite 15cps 2nd Year Art Theory
An indepth study of those aspects of commerce and business practice frequently encountered by artists in the course of their professional careers. The lecture program is supplemented with visiting lecturers having specialist knowledge of particular areas.

**BAVA394 PROFESSIONAL RESEARCH PAPER**  6cp
Offered Full Year Study
Prerequisite 15cps 2nd Year Art Theory
The preparation, research and presentation of a major paper having direct relevance to the individual's studio involvement. Tutorials and/or seminars assist the planning and writing phases. The paper must be three thousand (3,000) words, preferably typewritten. Two copies are to be provided, one of which is retained by the Department. This subject is for students majoring in Painting/Drawings, Printmaking, Sculpture, Ceramics or Fibre Art/Textiles.

**BAVA395 PROFESSIONAL RESEARCH PAPER**  6cp
Offered Full Year Study
Prerequisite 15cps 2nd Year Art Theory
The examination of the context within which the student is working. It is expected that the student will already have formed ideas concerning their intended direction and what they expect to achieve. Contact with professional sculptors is organised.

**BAVA396 PROFESSIONAL RESEARCH PAPER**  6cp
Offered Full Year Study
Prerequisite 15cps 2nd Year Art Theory
The examination of the context within which the student is working. It is expected that the student will already have formed ideas concerning their intended direction and what they expect to achieve. Contact with professional sculptors is organised.
An involvement with the community is encouraged and contact with professional artists and craftspeople is organised. The student will pursue historical, theoretical and critical aspects of textiles.

ART460 PHOTOGRAPHY 80cp
This major strand is designed to encourage individual creative development through photographic media. The main objective is the attainment of high professional standards in photography. This is achieved by further extending undergraduate experiences. Personal research and self-evaluation processes are maintained. The student will study historical, theoretical and critical attitudes within the major strand. Contact with professional photographers is organised.

ART470 ILLUSTRATION (PLANT AND WILDLIFE) 80cp
Newcastle and the Hunter Valley Region is unique within this country in the variety and abundance of native flora and fauna and most of this is readily accessible to the student. This major strand enables the student to extend undergraduate studies in illustration with supporting work in photography, graphics, painting and printmaking.

Students holding a Science degree in an allied field are also admitted to the course in which scientific and taxonomic illustration may be studied. The primary objective is to develop a high degree of professional practice. This is accomplished through the freedom to follow an individual direction supported by the best professional advice available. An involvement with the community and appropriate research institutions is encouraged. Current illustration work is examined and contact with professional illustrators is organised.

Part-Time Subjects

ART411 PAINTING 1 40cp
As for ART410, but with a workload and development requirement commensurate with this reduced part-time involvement.

ART412 PAINTING 2 40cp
As for ART410, but with a workload and development requirement commensurate with this reduced part-time involvement.

ART421 PRINTMAKING 1 40cp
As for ART420, but with a workload and development requirement commensurate with this reduced part-time involvement.

ART422 PRINTMAKING 2 40cp
As for ART420, but with a workload and development requirement commensurate with this reduced part-time involvement.

ART431 SCULPTURE 1 40cp
As for ART430, but with a workload and development requirement commensurate with this reduced part-time involvement.

ART432 SCULPTURE 2 40cp
As for ART430, but with a workload and development requirement commensurate with this reduced part-time involvement.

ART441 CERAMICS 1 40cp
As for ART440, but with a workload and development requirement commensurate with this reduced part-time involvement.

ART442 CERAMICS 2 40cp
As for ART440, but with a workload and development requirement commensurate with this reduced part-time involvement.

ART451 FIBRE ART/TEXTILES 1 40cp
As for ART450, but with a workload and development requirement commensurate with this reduced part-time involvement.

ART452 FIBRE ART/TEXTILES 2 40cp
As for ART450, but with a workload and development requirement commensurate with this reduced part-time involvement.

ART461 PHOTOGRAPHY 1 40cp
As for ART460, but with a workload and development requirement commensurate with this reduced part-time involvement.

ART462 PHOTOGRAPHY 2 40cp
As for ART460, but with a workload and development requirement commensurate with this reduced part-time involvement.

ART471 ILLUSTRATION (PLANT AND WILDLIFE) 1 40cp
As for ART470, but with a workload and development requirement commensurate with this reduced part-time involvement.

ART472 ILLUSTRATION (PLANT AND WILDLIFE) 2 40cp
As for ART470, but with a workload and development requirement commensurate with this reduced part-time involvement.

Glossary of Terms

Academic Structure
Departments and Disciplines

The specialised academic units of the University eg Department of Design, Department of Fine Art, which offer subjects for study.

Faculty
Related academic departments or disciplines collectively form faculties eg Faculty of Art, Design and Communication, which oversee courses of study.

Schools
The University of Newcastle is comprised of eight Schools which offer subjects for study. The Senate considers all matters affecting the policy and activities of the University. It reports to the Council.

Advanced Standing
This is given to students enrolling in University courses who have been granted credit for previous study or work experience.

Appeals
Higher education institutions normally have appeals systems in place, for students to appeal against exclusion from a course, etc.

Austudy
This is the main form of financial assistance for secondary and tertiary students.

Bachelor Degree
This is the most common of undergraduate awards, requiring three or four years' full-time, or the equivalent part-time study.

A Bachelor degree can be either an ordinary or an honours degree, which requires additional work.

Binary System
This is the former system in higher education whereby the Universities and the Colleges of Advanced Education were separated both in terms of status and funding. The binary system was abolished in 1988, and replaced by the Unified National System.

Chancellor
This is the "Chairman of the (University) Board". The Chancellor is an honorary position. As well as chairing meetings of the University governing body (known as the Council), the Chancellor is the highest representative of the institution, but often has little input into day-to-day management.

Core Subjects
Subjects that are required to be studied in conjunction with each other.

Credit Points
Credit points are the units of value allocated to each subject. A full-time student load is equal to 80 credit points per year.

Cut-Off Scores
These are used to determine student "quotas" in courses. A minimum cut-off score must be achieved to obtain a place in the
MATURE AGE ADMISSION/ADULT ENTRY
Most institutions have Mature Age Entrance Schemes which allow a person older than the normal school leaver, who has not manifested, to fulfil admission requirements necessary to enrol in a University course.

PREREQUISITE
The previous subjects or requirements that need to be completed, before the subject can be undertaken.

REGISTRAR
The name of the Registrar will become well known to students within a short period. He or she is responsible for maintaining all records on student enrolments, academic records, etc.

SEMESTER
The academic year is normally split in two, each half is called a semester.

STUDENT REPRESENTATIVE COUNCIL (SRC)
The SRC is the political representative body for students. Fees are compulsory and are paid upon enrolment. The SRC lobbies the University Administration on behalf of students.

STUDENT UNION
The union is generally less politically oriented than the SRC, providing such services as catering, social and cultural clubs, sporting facilities, etc. Fees are compulsory (generally three to four times that of the SRC).

TERTIARY EDUCATION
This includes higher education institutions (the former Colleges of Advanced Education and Universities) and TAFE (Technical and Further Education) Colleges.

TERTIARY EDUCATION RANK (TER)
This is a scale between 0 and 100 applied to all HSC candidates based on the 10 best units of study. The TER indicates the place of each student in the state relative to all other HSC candidates in the same year.

TRANSCRIPT
This is a copy of the academic record of each student.

TUTORIAL
Tutorials normally follow the lecture and provide an opportunity for more intimate discussion between the academic teacher and students on a topic of discussion.

UNIFIED NATIONAL SYSTEM (UNS)
This replaced the previous binary system. The intention of the UNS was to place the Universities and the former Colleges of Advanced Education on a more even footing financially. Under the UNS, the Colleges have been encouraged to develop their research capacity, something which was mainly denied to them under the former system.

VICE-CHANCELLOR
The chief executive of the University, the Vice-Chancellor is responsible for day-to-day management of the institution.