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- University of Newcastle Act, 1964
- By-laws
- The Council
- The Senate
- Officers and Former Officers of the University
- Prizes and Scholarships
- University Medallists
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TERM 1  March 3 to May 17  
TERM 2  June 9 to August 16  
TERM 3  September 8 to November 7

### JANUARY
1 Monday  Public Holiday — New Year's Day  
15 Wednesday  Deans available to interview “Show Cause” and Provisional Matriculation applicants  
17 Friday  Last day for lodgement of Enrolment Applications — New Students  
20 Monday  Deferred Examinations commence  
27 Monday  Public Holiday — Australia Day

### FEBRUARY
1 Saturday  Last day of Deferred Examinations  
5 Wednesday  Last day for lodgement of Re-Enrolment Applications — Old Students  
12 Wednesday  New students report for interview  
14 Friday  Orientation commences  
26 Wednesday  Last day for payment of First Term Fees

### MARCH
3 Monday  FIRST TERM commences  
20 Thursday  Graduation Days  
21 Friday  

### APRIL
4 Friday  Public Holiday — Good Friday  
7 Monday  Public Holiday — Easter Monday  
8 Tuesday  Easter Tuesday — No lectures  
25 Friday  Public Holiday — Anzac Day

### MAY
17 Saturday  FIRST TERM ends

### JUNE
9 Monday  SECOND TERM begins  
20 Friday  Last day for payment of Second Term Fees  

### AUGUST
16 Saturday  SECOND TERM ends

### SEPTEMBER
8 Monday  THIRD TERM begins  
19 Friday  Last day for payment of Third Term Fees

### OCTOBER
6 Monday  Public Holiday — Six Hour Day  
31 Friday  THIRD TERM Lectures end

### NOVEMBER
8 Saturday  Annual Examinations begin  
29 Saturday  Annual Examinations end  
THIRD TERM ends

### 1970

### JANUARY
1 Thursday  Public Holiday—New Year's Day  
19 Monday  Proposed closing date for lodgement of Enrolment Applications — New Students  
26 Monday  Deferred Examinations begin  
31 Saturday  Last day Deferred Examinations

### FEBRUARY
4 Wednesday  Proposed closing date for lodgement of all Enrolment Applications
FACULTY OF ECONOMICS AND COMMERCE

Dean
Professor M. O. Jager

Faculty Clerk
Mrs. Elaine Sheehan, B.A.(N.S.W.)

ECONOMICS

Professor
B. L. Johns, M.A.(Cantab)
PROFESSOR OF ECONOMICS [HEAD OF DEPARTMENT]

Associate Professor
B. L. J. Gordon, M.Ec.(Syd.), Ph.D.

Senior Lecturers
I. J. Fairbairn, M.A.(Wash.), Ph.D.(A.N.U.)
P. W. Sherwood, B.Com.(Lond.)

Lecturers
N. J. Dickinson, B.Com.(N.S.W.)
R. W. McShane, B.A.(N.E.), M.A.(Alberta)
W. J. Sheehan, B.Ec.(Syd.), M.A.
P. E. Stonham, M.Sc.(Econ.) (Lond.)
Senior Tutor
I. J. Holmes, B.Com.

Part-time Lecturers and Tutors
Mrs. M. T. Gordon, B.A.(Syd.)
D. A. March, B.A.(N.E.), M.A.
A. H. Norton, B.Com.(N.S.W.)
F. S. O'Toole, B.Com.(N.S.W.)
D. J. Sheriff, B.A.(N.S.W.)

Professor
M. O. Jager, B.Com.(Melb.), A.A.S.A., A.C.A.A.
PROFESSOR OF COMMERCE (HEAD OF DEPARTMENT)

Senior Lecturer

Lecturers
E. J. Burke, B.Com.(N.S.W.), A.A.S.A.
J. R. Forbes, B.A., LL.B.(Syd.), Barrister-at-Law (N.S.W.), Solicitor (Qld.)
R. W. Gibbins, B.Com.(Qld.), A.C.A.
D. S. Karpin, B.Com.(N.S.W.)
D. J. McKee, B.Ec.(Syd.), A.A.S.A.

Part-time Tutors
W. G. Cannington, B.A., LL.B.(Syd.), Solicitor (N.S.W.)
L. E. Cockburn, B.Com.
W. G. Derkenne, LL.B.(Syd.), B.A., Solicitor (N.S.W.)
G. J. Leonard, B.Com.
H. Lunney, A.A.S.A., A.C.I.S.
C. McConville, B.Com.(N.S.W.)
Gloria E. Swan, B.Com.
J. K. Winsen, B.Com.
ADMINISTRATIVE STAFF

Vice-Chancellor and Principal
Professor J. J. Auchmuty, M.A., Ph.D.(Dub.), M.R.I.A.,
F.R.Hist.S., F.I.A.I.

Vice-Principal and Deputy Vice-Chancellor
Professor B. Newton-John, M.A.(Cantab.)

Deputy Vice-Chancellor
Professor J. A. Allen, M.Sc.(Qld.), Ph.D.(Bristol),
F.R.A.C.I.

Personal Assistant to Vice-Chancellor
Nell Emanuel, B.A.(N.S.W.)

Bursar
L. W. Harris, A.A.S.A., A.C.A.A., A.B.I.A.

Deputy Bursar
M. G. Talty, B.Com.(N.S.W.), A.A.S.A.

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

Assistant Bursar—Staff
R. J. Goodbody

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

Enrolments Section
H. Floyer, B.Ec.(Syd.)

Examinations Section
Glennie Jones, B.A.(N.S.W.)

Publications Section
Joan Bale, B.A.(N.S.W.)

Secretariat Section
J. D. Todd, B.Com., A.A.S.A.

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

Staff Architect
D. D. Morris, B.Arch.(N.S.W.), A.S.T.C., A.R.A.I.A.

Staff Engineer

Senior Student Counsellor
P. M. Whyte, B.A.(Melb.), M.A.Ps.S.

Student Counsellors
A. P. Loftus, B.A.(Melb.), M.A.Ps.S.

Computer Unit
Computer Programmer
P. C. Cook, B.A.(N.S.W.)

Secretary/Manager of the University Union
I. H. S. Irwin
THE UNIVERSITY OF NEWCASTLE

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

Enrolments in the first year of the College's existence totalled 370 of whom only five were starting degree courses — the others were seeking a diploma or were converting their diplomas into degrees. In 1954 courses in the Faculty of Arts were offered for the first time. As the New South Wales University of Technology, whose courses were given in the College, had no Faculty of Arts, supervision of these courses was entrusted to the University of New England. This relationship continued until 1959 by which time the New South Wales University of Technology had become the University of New South Wales and was empowered to offer courses in the Faculty of Arts. Enrolments have steadily increased, reaching 1000 in 1960 and 2286 in 1968.

The Newcastle University College was established on the site of the Newcastle Technical College at Tighe's Hill and some faculties still operate there. In 1960 an area of some 200 acres was acquired at Shortland and building commenced in 1964. The transfer of the University began at the end of 1965 and work is underway to have the University fully established at Shortland by the beginning of the 1970 academic year. In 1969 courses in the Faculties of Applied Science, Arts, Economics and Commerce, and Science will be offered at Shortland excepting second and later year Chemistry subjects which will be offered initially at Tighe's Hill but will move to Shortland during the year. Courses in the Faculties of Architecture and Engineering will be given at Tighe's Hill. The branch library will continue to operate at Tighe's Hill.

The University is governed by a Council of twenty-three members of whom one, the Chancellor, acts as chairman. The Council comprises representatives of the University staff, Convocation, the under-graduates, the Legislative Council and the Legislative Assembly; nominees of the Governor; and the Vice-Chancellor who is the chief executive officer of the University.


The principal academic body in the University is the Senate comprising the Vice-Chancellor, Professors, a representative of each of the Faculty Boards and certain other ex officio members. Teaching and research in each Faculty are supervised by a Faculty Board consisting principally of the permanent academic staff of the Departments in the Faculty.

The University is financed by grants from the New South Wales and Commonwealth Governments and fees paid by students. The State and Commonwealth Governments contribute equally to the cost of buildings and major items of equipment whilst with respect to recurrent expenditure, the Commonwealth contributes $1 for every $1.85 received by way of State grant and student fees.
MATRICULATION

The by-laws governing matriculation and admission to courses are set out below. The University does not conduct its own matriculation examination but recognises the New South Wales Higher School Certificate Examination and the University of Sydney Matriculation Examination for this purpose.

By-law 5.1 — Matriculation

1. (1) Except as provided in By-law 5.3.3, a candidate, before being admitted to matriculation, shall—
   (a) have passed in the New South Wales Higher School Certificate Examination or the University of Sydney Matriculation Examination in at least five recognised matriculation subjects, one of which shall be English and any three of which shall be passed at least at second level; and
   (b) have attained in that examination the aggregate of marks prescribed by Senate from time to time and calculated in the manner determined by Senate.

The recognised matriculation subjects shall be:
- English
- Mathematics
- Science
- Agriculture
- Modern History
- Ancient History
- Geography
- Economics
- Greek
- Latin
- Japanese
- Hebrew
- French
- German
- Dutch
- Italian
- Art
- Bahasa Indonesia
- Music
- Spanish
- Industrial Arts
- Russian

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

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

2. A person who has applied to undertake a course of study as a matriculated student shall upon—
   (a) the approval of his admission to a Faculty and the payment of such fees as may from time to time be determined by the Council; and
   (b) signing the Matriculation Register of the University, become a matriculated student of the University and shall be deemed to have accepted the privileges and obligations of membership of the University.

* Subject to approval by the Governor.

By-law 5.3 — Admission to Courses

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

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

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

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

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

PRE-REQUISITES

Although pre-requisites are not prescribed, lectures in the following faculties, courses or subjects will be given on the assumption that students will have studied the subjects listed below to the level indicated:

FACULTY

- ASSUMPTION
- Applied Science — Second level Short Course Mathematics and Science- including Physics and Chemistry options.
- Architecture — Second level Short Course Mathematics and Science.
- Arts — English I — Second level English.
- French I — Second level French.
- Engineering — Second level Short Course Mathematics and Science including Physics and Chemistry options.
- Science — Second level Short Course Mathematics and Science.

There is no compulsory pre-requisite for admission to the Faculty of Economics & Commerce, but students entering the Faculty are advised to have passed mathematics at the N.S.W. Higher School Certificate examination at least at the second level short course standard or to have achieved an equivalent standard in mathematics.
HOW TO ENROL

All documents relating to enrolment are obtainable from the Student Records Office, Room No. G.63, Building 'A', Shortland site.

I. PERSONS ENROLLING IN AN UNDERGRADUATE COURSE AT THE UNIVERSITY OF NEWCASTLE FOR THE FIRST TIME

(i) WITH NORMAL MATRICULATION

Step 1—Intending students, who have obtained passes at the N.S.W. Higher School Certificate Examination, the N.S.W. Leaving Certificate Examination or the Sydney University Matriculation Examination entitling them to matriculation status should lodge an "Application for Admission" with the Student Records Office before 5.00 p.m. on Monday, 20th January, 1969.

Step 2—The University will post a "Notification of Acceptance" to all students approved for admission — a letter will be sent to anyone whose enrolment cannot be accepted.

Step 3—Intending students will be required to report at the University, Shortland site, within the period Wednesday, 12th February to Friday, 14th February, 1969, to discuss their intended course with an academic adviser. Details of the location of such interviews will be given with the "Notification of Acceptance".

Step 4—Student completes enrolment by payment of fees. Wednesday, 26th February, 1969 is the last day for payment of fees.

(ii) WITH PROVISIONAL MATRICULATION

Step 1—Prospective students, seeking admission to the University and whose educational qualifications do not appear to entitle them to normal matriculation, should arrange to interview the Dean of the appropriate Faculty during the period Wednesday, 15th January, to Friday, 17th January, 1969, between the hours of 1.00 p.m. to 7.00 p.m. Each applicant will be required to:

(a) complete an "Application for Admission — Admissions Committee Case"

(b) produce documentary evidence of educational qualifications claimed

(c) hand both to the Dean at the time of interview. This procedure will not apply to students who will have already been advised of approval for admission or whose cases are already under consideration.

Step 2—The University will post a letter to the applicant notifying the decision on his/her application.

Step 3—Students approved for admission will be required to report at the University, Shortland site, within the period Wednesday, 12th February to Friday, 14th February, 1969, to discuss their intended course with an academic adviser. Details of the location of such interviews will be given with the "Notification of Acceptance".

Step 4—Student completes enrolment by payment of fees. Wednesday, 26th February, 1969 is the last day for payment of fees.

(iii) INTERSTATE AND OVERSEAS STUDENTS

Students relying for matriculation on examinations taken outside New South Wales will be required to produce evidence of matriculation to their local university or some other recognised university, for example, The University of London.

Step 1—Intending students should lodge with this University before, say, Friday, 17th January, 1969 an "Application for Admission — Admissions Committee Case" supported by a statement as indicated above and documentary evidence of their educational qualifications.

Step 2—The University will post a letter to all applicants notifying the decision on his/her application. Details will be given in this letter of the procedure to be followed by student to complete enrolment.

II. PERSONS RE-ENROLLING IN UNDERGRADUATE COURSES

Undergraduates re-enrolling will be required to complete an Enrolment Form and lodge it with the Student Records Office on or before Wednesday, 5th February, 1969.

Students awaiting Deferred Examination Results — see Late Enrolments section below.

IMPORTANT

Owing to the expected increase in enrolments in 1969, new students enrolling or old students re-enrolling late, if accepted, may be allocated to the less convenient laboratory, seminar or tutorial times.

Re-enrolment forms when approved will be posted to the students.

III. CANDIDATES FOR POSTGRADUATE DIPLOMA COURSES

DIPLOMA IN APPLIED PSYCHOLOGY

Candidates for admission to this course are required to complete the enrolment form "Postgraduate Diploma" and lodge it with the Student Records Office on or before Wednesday, 5th February, 1969.

Each candidate will be required to attend the University for interview before enrolment in the course is approved.
DIPLOMA IN EDUCATION
Candidates for admission to this course are required to complete the enrolment form “Postgraduate Diploma” and lodge it with the Student Records Office on or before Wednesday, 5th February, 1969.

Notices will be displayed on the University Notice Boards giving information as to where and when prospective candidates will be interviewed concerning their studies.

DIPLOMA IN INDUSTRIAL ENGINEERING
Candidates for admission to this course are required to complete the enrolment form “Postgraduate Diploma” and lodge it with the Student Records Office on or before Wednesday, 5th February, 1969.

IV. CANDIDATES FOR THE DEGREE OF MASTER, OR DOCTOR OF PHILOSOPHY

Candidates Re-Enrolling
A letter will be sent by the University to each candidate whose re-registration is approved. A higher degree enrolment form will be enclosed with the letter and the candidate is required to complete the form and return it to the University Cashier together with the appropriate fees on or before Wednesday, 26th February, 1969.

Candidates Registering for the First Time
These persons should complete an “Application for Registration as a Candidate for a Higher Degree” and lodge it with the Student Records Office.

V. CANDIDATES FOR QUALIFYING COURSES FOR HIGHER DEGREES

Graduates intending to pursue qualifying studies for admission as a candidate for the degree of Master, or Doctor of Philosophy should complete the special form for this purpose and lodge it with the Student Records Office, preferably before Wednesday, 5th February, 1969.

NON-ACCEPTANCE
The student whose enrolment is not accepted will be notified in writing.

LATE ENROLMENTS
(i) Students who are unable to lodge their Application Form or Enrolment Form by the prescribed date, shall make written application to The Secretary for an extension of time. This application must be received by The Secretary on or before Monday, 20th January, 1969 in the case of new students, or Wednesday, 5th February, in the case of students re-enrolling, otherwise the University reserves the right not to accept the student’s application or enrolment.

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

(iii) Deferred Examinations
A student who has taken a deferred examination will be required to lodge an Enrolment Form with the Student Records Office after the publication of the examination results and not later than Wednesday, 19th February, 1969.

(iv) “Show Cause” Students
A student, who, by failure at the Annual Examinations wishes to “Show Cause”, will be required to interview the Dean of his Faculty between the hours of 1.00 p.m. to 7.00 p.m. in the period Wednesday, 15th January to Friday, 17th January, 1969, or, by failure at the Deferred Examinations, to interview the Dean between the hours of 2.00 p.m. to 4.30 p.m. and 5.30 p.m. to 7.30 p.m. on Friday, 14th February, 1969.

A letter will be sent to all students who “Show Cause”. Those whose re-enrolment is approved will also be sent an enrolment form and details of procedure for student to complete enrolment.

(v) Sydney University Matriculation
Students relying on this examination for matriculation should call at the Student Records Office, Shortland site, after the publication of results and obtain an "Application for Admission" and an "Enrolment Form". After completion of these forms, the student will be directed to an academic advisor.

UNIVERSITY SKILLS ASSESSMENT
All new first year students will be required to attend the University on Thursday and Friday, 27th and 28th February, 1969, for University Skills Assessment. Full-time attendance on both days will be required.

Further details will be posted to the student during the enrolment period.

MATRICULATION CEREMONY
A Matriculation Ceremony will be held during first term and as part of the proceedings new students, excepting those who have been admitted with provisional matriculation status, will be expected to sign the Matriculation Register.

ENROLMENT IN CORRECT SUBJECTS
Considerable inconvenience is caused to the University and to the student if he reads a subject in which he has not enrolled. It is essential for the student to determine before submitting his Enrolment Form, the subjects he will read for the year. Particular attention should be made to the inclusion of Honours courses where these are taken.

WITHDRAWAL FROM COURSE REGARDED AS FAILURE
Approval to withdraw from a course is not automatic. It should be noted that a student is regarded as having failed in a course if he enrols in it and does not pass the annual examinations — i.e. not sitting for the examination is regarded as not passing the examination (unless withdrawal has been approved).

A student is required to notify The Secretary of the University in writing of his withdrawal within seven (7) days of the date...
Concessions are available to:

HOW CHANGE AMENDMENTS
Variation Application Forms (pink) are available from the Student Records Office of the University. It is essential that these variations be completed before 31st March, 1969. Automatic approval is not given; the student must have valid and sufficient reasons for making the change and these reasons should be stated on the Variation Application Form. Variation Application Forms (pink) are available from the Student Records Office.

CHANGE OF ADDRESS
Students are responsible for notifying the Student Records Office in writing of any change in their address as soon as possible. Failure to do this could lead to important correspondence or course information not reaching the student. The University cannot accept responsibility if official communications fail to reach a student who has not notified Student Records Office of a change of address.

The Transport Authorities may challenge a student whose address on his identity token is incorrect.

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

The student should present his fee receipt to the Student Records Office on or after Monday, 10th March, 1969, and he will be given an identity token for 1969.

Students re-enrolling are permitted to use their 1968 identity tokens up to Friday, 7th March, 1969.

Loss of Identity Token
If a student loses his identity token, he should pay to the University Cashier, the sum of 50c., and present the receipt to the Student Records Office for the purpose of obtaining a replacement token. A delay of approximately ten days is involved in this procedure.

Return of Identity Token
Each student, who during the academic year withdraws completely from his course, will be required to hand his Identity Token to the Student Records Office before leaving the University.

Non-Degree Students and Identity Token
Each non-degree student, who does not elect to pay the General Services Fee, will be issued with an embossed plain white token. This token is to be produced each time a travel concession is requested. It must also be shown on request to prove status as a student of the University.

TRAVEL CONCESSIONS
The various transport authorities provide fare concessions for certain classes of students
Application forms for these concessions may be obtained at the Student Records Section, Building "A," Shortland Site.

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

OMNIBUS -- Concessions are available to:

(a) students under 18 years of age irrespective of whether they are employed or receive income or remuneration.
(b) students between 18 and 30 years of age who are not in employment nor in receipt of any income or remuneration.

Note: Income or remuneration includes allowances paid to Colombo Plan students, Public Service trainees, etc., but does not include allowances paid to holders of Commonwealth Scholarships, Teachers' College Scholarships or Scholarships granted by the State Bursary Endowment Board.
TRAVEL —

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

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

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

AIRCRAFT —

Concession fares for travel overseas, interstate and intrastate are available under the conditions ruling for the various operating companies.

FEES

GENERAL INFORMATION

COMPLETION OF ENROLMENT

Enrolment is completed by the payment of fees. Fees should be paid on or before Wednesday, 26th February, 1969. After that, a late fee will apply (see below). Fees will not be accepted after the 31st March unless the Secretary's approval to enrol is obtained in writing. This will only be given in exceptional circumstances.

Payment of fees by mail is encouraged. Money Orders should be made payable at the Newcastle University Post Office. Fees should be paid to the Cashier on the first floor of Building "A" Shortland site. The Cashier's office is open at the following times:

Monday to Friday ......... ......... 9.00 a.m. to 11.00 a.m.

1.00 p.m. to 4.30 p.m.

During enrolment periods the Cashier's hours are extended and details are published in the press and on University Noticeboards.

PAYMENT OF FEES BY TERM

Students may pay Course Fees by the term, in which case they are required to pay First Term Course Fees and the whole of the General Services Fee before Wednesday, 26th February, 1969. Students paying fees under this arrangement will receive accounts for Second and Third Term fees prior to the commencement of these terms. These fees must be paid within the first two weeks of each term, otherwise late fees will apply.

EXTENSION OF TIME IN WHICH TO PAY FEES

Students who are unable to pay fees by the prescribed date may apply in writing to the Vice-Principal for an extension of time to pay fees. Special forms for this purpose are available from the Student Records Office. Applications must state fully the reasons why fees cannot be paid and must be lodged before the date on which the late fee becomes payable.

SCHOLARSHIP HOLDERS AND SPONSORED STUDENTS

Students are required to submit authorised enrolment forms together with vouchers or other documentary evidence that fees are covered by a scholarship or will be paid by a sponsor, where this type of financial assistance is received. Where such documentary evidence is not available, students are expected to make payment by the due date to avoid late fees and apply for a refund of fees when the authority required is available.

DATES FOR PAYMENT OF FEES IN 1969

<table>
<thead>
<tr>
<th>TERM</th>
<th>Fees payable before or on</th>
<th>LATE FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRST TERM</td>
<td>Wednesday, 26th Feb.</td>
<td>$6.00 payable on and after</td>
</tr>
<tr>
<td></td>
<td>Monday, 17th March</td>
<td>$10.00 payable on and after</td>
</tr>
<tr>
<td>SECOND TERM</td>
<td>Friday, 20th June</td>
<td>Monday, 23rd June</td>
</tr>
<tr>
<td></td>
<td>Monday, 7th July</td>
<td>Monday,</td>
</tr>
<tr>
<td>THIRD TERM</td>
<td>Friday, 19th Sept.</td>
<td>Monday, 22nd Sept.</td>
</tr>
<tr>
<td></td>
<td>Monday, 6th October</td>
<td>Monday,</td>
</tr>
</tbody>
</table>
FAILURE TO PAY FEES

Any student who is indebted to the University and who fails to make a satisfactory settlement of his indebtedness upon receipt of due notice ceases to be entitled to membership and privileges of the University. Such a student is not permitted to register for a further term, to attend classes or examinations, or to be granted any official credentials. The student is not eligible to attend the annual examinations in any subject where any portion of his Course Fees for the year is outstanding by the end of the fourth week of third term. In very special cases the Vice-Principal may grant exemption from this disqualification upon receipt of a written statement setting out all relevant facts.

FEE ADJUSTMENTS

Should an application to withdraw from a course or a subject be approved, an adjustment of course fees may be made, based on the date the application is received by the University; fees accrue up to that date.

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

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

The University Administration does not refund any portion of the General Services Fee. However, students withdrawing from courses may enquire of the Union, Sports' Union and Students' Association regarding refund possibilities.

DESIGNATION OF STUDENTS

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

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

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

GENERAL SERVICES FEE

(a) Students Proceeding to a Degree or Diploma

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

(b) Non-Degree Student

Payment of the General Services Fee by a non-degree student is optional.

A student cannot elect to pay portion of this fee.

UNDERGRADUATE COURSE FEES

<table>
<thead>
<tr>
<th>Full-Time Courses:</th>
<th>Part-Time Courses:</th>
<th>Non-Degree Subject:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$276 per annum</td>
<td>$330 per annum</td>
<td>$90 per annum</td>
</tr>
</tbody>
</table>

The abovementioned fees are current at the time of publication and may be varied by the Council without notice.

OTHER FEES

1. Where an application to sit for examinations is accepted after the closing date... $4
2. Deferred examinations, per subject... $4
3. Examination under special supervision, per paper... $8
4. Review of Examination result, per subject... $6
5. Statement of Matriculation Status... $6
6. Laboratory Kit (Chemistry), per kit... $8

POSTGRADUATE DIPLOMA COURSE FEES

| Diploma in Education... $276 p.a.|
| Diploma in Applied Psychology... $165 p.a.|
| Diploma in Industrial Engineering... $165 p.a.|

HIGHER DEGREE FEES

Course and Supervision Fee

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

Where a candidate withdraws during a term, no portion of the term fee will be refunded.
General Services Fee

Higher Degree candidates are required to pay the General Services Fee (see page 27). Where a Higher Degree candidate's enrolment is effective from first or second term, the General Services Fee covers a period of registration from the first day of the term to the Friday immediately preceding the first day of first term in the following academic year. Where a Higher Degree candidate enrols on or after the first day of third term, the General Services Fee paid will cover his liability in respect of this fee to December 31st of the subsequent year.

Re-submission of Thesis

A candidate required to re-submit a Thesis, will not be required to pay further fees, unless laboratory work is involved, in which case the appropriate course and supervision fee will be payable on a term basis.

FEES FOR MASTER'S DEGREE

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration Fee</td>
<td>$4</td>
</tr>
<tr>
<td>Course &amp; Supervision Fee (Full-time)</td>
<td>$114 p.a.</td>
</tr>
<tr>
<td>Course &amp; Supervision Fee (Part-time)</td>
<td>$57 p.a.</td>
</tr>
<tr>
<td>Final Examination and Graduation Fee</td>
<td>$30</td>
</tr>
</tbody>
</table>

FEES FOR DOCTOR OF PHILOSOPHY DEGREE

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Qualifying Examination Fee (if applicable)</td>
<td>$12</td>
</tr>
<tr>
<td>Registration Fee</td>
<td>$4</td>
</tr>
<tr>
<td>Course &amp; Supervision Fee</td>
<td>$114 p.a.</td>
</tr>
<tr>
<td>Final Examination and Graduation Fee</td>
<td>$42</td>
</tr>
</tbody>
</table>

* This fee is payable where an examination is prescribed for the assessment of a student prior to his registration as a Higher Degree candidate.

GENERAL REQUIREMENTS

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

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

ACADEMIC REQUIREMENTS

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

NOTICES

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

NOTICE BOARDS

Examinations

A notice board has been placed on the wall opposite the entrance to the Main Lecture Theatre (B.01) Shortland Site for the specific purpose of displaying examination timetables and notices concerning all matters pertaining to examinations. Students are specifically requested to be acquainted with the notices periodically displayed thereon.

Student Matters Generally

A notice board in the Student Records area is the display point for notices concerning enrolment matters, scholarships, University rules and travel concessions, etc.

ATTENDANCE AT CLASSES

Students are expected to be regular and punctual in attendance at all classes in the course or subject in which they are enrolled. All applications for exemption from attendance at lectures or practical classes must be made in writing to the Head of the appropriate Department. If term examinations have been missed this fact should be noted in the application.

In the case of illness or of absence for some other unavoidable cause a student may be excused by the Head of the appropriate Department for non-attendance at classes for a period of not more than one month, or on the recommendation of the Head of the appropriate Department for any longer period.

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

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

STUDENT IDENTIFICATION

Students are expected to carry their receipt for First Term enrolment as evidence that they are entitled to the rights and privileges afforded by the University. Each student wishing to obtain a travel concession, to borrow a book from the Library or to confirm his membership of the University of Newcastle Union is required to produce on demand the identity token which will be given to him. The student should present his fee receipt to the Student Records Office on or after Monday, 10th March, 1969 and he will be given an identity token for 1969.

Loss of Identity Token

If a student loses his identity token, he should pay to the University Cashier, the sum of 50c., and present the receipt to the Student Records Office for the purpose of obtaining a replacement token. A delay of approximately ten days is involved in this procedure.

Return of Identity Token

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

CHANGE OF ADDRESS

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

GENERAL CONDUCT

Acceptance as a member of the University implies an undertaking on the part of the student to observe the by-laws and other requirements of the University. Students are expected to conduct themselves at all times in a seemly fashion. Smoking is not permitted during lectures, in examination rooms or in the University Library. Gambling is forbidden. Members of the academic staff of the University, senior administrative officers, and other persons authorised for the purpose have authority, and it is their duty, to check and report on disorderly or improper conduct occurring in the University.

PARKING OF CARS

On the Tighe's Hill Site the authorities of the Newcastle Technical College are responsible for traffic control and parking, and their regulations, traffic signs, etc., must be obeyed. At Shortland, all vehicles must be parked in a car park.

EXAMINATIONS

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

ANNUAL EXAMINATIONS

A student desiring to sit for an annual examination must lodge an application with the Secretary on the appropriate form by the prescribed date, 20th June, 1969.

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

The cashier is authorised to receive application forms during the three weeks immediately following the prescribed closing date if they are accompanied by a late fee of $4.00. Applications submitted more than three weeks after the closing date will not be accepted except with the approval of the Secretary. Where an application is not accepted, the student concerned is not eligible to sit for the examination.

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

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

Examinations are conducted in accordance with the following rules and procedure:

(a) Candidates are required to obey any instruction given by a Supervisor for the proper conduct of the examination.

(b) Candidates are expected to be in their places in the examination room not less than ten minutes before the time for commencement of the examination.

(c) No bag, writing paper, blotting paper, manuscript or book, other than a specified aid, is to be brought into the examination room.

(d) No candidate shall be admitted to an examination after thirty minutes from the time for commencement of the examination.

(e) No candidate shall be permitted to leave the examination room before the expiry of thirty minutes from the commencement of the examination.
(f) No candidate shall be re-admitted to the examination room after he has left it unless during the full period of his absence he has been under approved supervision.

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

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

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

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

EXAMINATION RESULTS
The official examination results will be posted on the notice board in the Student Records Office area. It is planned to advise each student by mail of his examination results. A set of examination results will be offered to the newspapers for publication. No results will be given by telephone.

Examination results may be reviewed for a fee of $6.00 per subject, which is refundable in the event of an error being discovered. Applications for review must be submitted on the appropriate form together with the prescribed fee by the date notified in the publication of results.

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

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

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

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

DEFERRED EXAMINATIONS
Deferred examinations may be granted in the Faculties of Applied Science, Architecture and Engineering to resolve a doubt. The examinations will be held in January-February and results will be published in the same manner as for the Annual Examinations.
ACADEMIC PROGRESS REQUIREMENTS

GENERAL

To assist those students who may be unsuited to university study or whose circumstances jeopardise success at study and to deal with those students whose lack of success has a detrimental effect on the work of the course, the University has enacted certain By-laws relating to continuation in a course. The relevant By-laws are set out below.

BY-LAWS

By-law 5.4.1 — Unsatisfactory Progress

1. The Head of a Department in any Faculty may determine that a student taking a subject or course offered by the Department shall be excluded from any examination for which the Department is responsible for any or all of the following reasons:
   (a) Unsatisfactory attendance at lectures;
   (b) Failure to complete laboratory work;
   (c) Failure to complete written work or other assignments; or
   (d) Failure to complete field work.

2. The Faculty Board may review the academic progress of any student enrolled in the Faculty concerned who fails in, or is absent from, or is excluded under section 1 of this By-law from any examination and may determine:
   (a) that the student be excluded from further study in a subject;
   (b) that the student may enrol in that Faculty only in such subject or subjects as the Faculty Board shall specify; or
   (c) that the case be referred to the Admissions Committee if, in the opinion of the Faculty Board, the student should be excluded from a degree course, from the Faculty or from the University.

3. The Admissions Committee, in considering a referral under sub-section (c) of section 2 and after giving the student an opportunity to be heard, may determine:
   (a) that the student be excluded from a degree course or from the Faculty;
   (b) that the student shall be permitted to continue his course, subject to such conditions as the Admissions Committee may determine;
   or
   (c) that the case be referred to the Vice-Chancellor with the recommendation that the student be excluded from the University.

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

By-law 5.4.2 — Show Cause

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

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

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

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

By-law 5.4.3 — Re-enrolment

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

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

By-law 5.4.4 — Appeal Against Exclusion

1. A student who is refused permission to enrol under the provisions of section 1 of By-law 5.4.5 may appeal to the Senate.

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

PROCEDURES

The onus is on a student required to "show cause" to initiate action should he wish to re-enrol. He must interview the Dean of his Faculty in accordance with the time-table announced towards the end of the academic year.
THE LIBRARY

The Library, totalling approximately 130,000 volumes and made up of monographs, pamphlets, serials and microform sets, exists to acquire, preserve and make available for use all research materials needed by the staff and students of the University. By 1970, all departments now at Tighe's Hill will have been transferred to Shortland and all library service for the University will be given from the Shortland library. Library service for the Faculties of Architecture and Engineering, including Chemical Engineering, will, until these departments are transferred, be given through the Joint Technical College-Uni­versity library at Tighe's Hill.

In both libraries, there is an almost complete freedom of access to the collections, and students are encouraged and aided to learn how to use, as soon as possible, the library and its contents. On registering, as a reader, the student is provided with a brochure out­lining the library's resources, its services, such as the copying service, its special facilities, such as the microprint reading room, and procedure for borrowing.

The Shortland Library, fittingly, occupies a central position on the site, next to the Union. Hours of opening are:

Monday — Friday 8.30 a.m. to 10.00 p.m.
Saturday 9.00 a.m. to 5.00 p.m.
Sunday 1.00 p.m. to 5.00 p.m.

Long vacation:
Monday, Wednesday, Friday 9.00 a.m. to 5.00 p.m.
Tuesday and Thursday 9.00 a.m. to 7.00 p.m.

The Library will be closed on public holidays. The Tighe's Hill library is located on the first floor of the Clegg Building. Hours of opening are:

Monday — Friday 9.00 a.m. to 9.15 p.m.

The Library is closed on public holidays.

UNIVERSITY SERVICES

STUDENT COUNSELLING UNIT

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

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

Students who have problems about their choice of course, or uncertainty about career plans; students who are worried about inadequate study methods or personal difficulties are invited to arrange an appointment with a Student Counsellor.

The S.C.U. is divided into three major divisions, although there is inevitably overlap between the sections. These are Personal Counselling, Study Skills Training and Research. Apart from individual counselling, courses in an increasing number of areas are run for groups of students.

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

In 1968, an Appointments Service was established within the S.C.U., and students are invited to register. Students in their final year may expect to receive all available advance information about career opportunities, and all students may register for part-time, casual or vacation employment. Students in the first group will be interviewed and may seek Vocational Guidance if they so desire.

"Study at the University Level" — The S.C.U. produced a brief but comprehensive book on this subject in 1967, and this can be obtained at the Bookshop for 40 cents. Although it was produced specifically for the students of Newcastle University, and reflects the attitudes of several Heads of Departments here, it is already widely used in other Universities and tertiary institutions throughout Australia. A Revised Edition was published in November, 1967 as the first printing had sold out.

S.C.U. Staff—

Senior Student Counsellor: P. M. Whyte, B.A.(Melb.), M.A.Ps.S.
Student Counsellor: A. P. Loftus, B.A.(Melb.), M.A.Ps.S.
Student Counsellor: Miss J. A. Hollingdale, B.A., Dip.Psych.(Syd.), M.A.Ps.S.
Graduate Research Assistant: A. V. Turnbull, B.A.
Secretary: Mrs. J. Hoesli.
Stenographer: Miss V. Petersen.

Location—
The Secretary to the S.C.U. and two Counsellors are located in the Administration Building at Shortland (Room G75) (entrance at N.W. end of building). Study rooms are available here for students. The Unit also has a room in the Union Building Basement, and in the Main Building (1st Floor, Room 108) at Tighe's Hill.

It is generally most satisfactory for students to make appointments through the Secretary. As a Counsellor is on duty five nights each week, part-time students are in no way excluded from the available service.
CHAPLAINCY SERVICE

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

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

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

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

NAMES AND ADDRESSES OF CHAPLAINS

Anglican The Reverend Canon E. H. V. Pitcher, M.A.(Syd.), Th.Schol., 83 Queen's Road, NEW LAMBERTON. Tel. 57 1875.

Baptist The Reverend H. K. Watson, 133 Kemp Street, HAMILTON. Tel. 61 4048.

Methodist The Reverend K. G. Bond, B.D.(Lond.), L.Th., 40 Tighe Street, WARATAH. Tel. 68 2358.

Presbyterian The Reverend H. Barratt, B.A.(Syd.), St. Phillip's Manse, NEWCASTLE. Tel. 2 2379.

Roman Catholic The Reverend Father T. Warren, B.A.(Qld.), Redemptorist Monastery, MAYFIELD. Tel. 68 2547.

STUDENT LOAN FUND

The Council of the University has recently established a Student Loan Fund which is managed by a committee under the chairmanship of the Vice-Principal.

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

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

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

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

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

THE UNIVERSITY OF NEWCASTLE STUDENTS' ASSOCIATION

Included in the General Services Fee of the University is an amount payable to the Students' Association, a body to which all students of the University belong. The Students' Association is governed by the Students' Representative Council (SRC), which is elected each year in September to take office in the following April. The functions of the Students' Association are many and varied.

The SRC acts as the main liaison body between the student body and the University authorities. Complaints and requests from students may be handled by the Education and Welfare Committee, or by the SRC as a whole when brought to its attention by one of the Faculty or General Representatives. The Education and Welfare Committee is the part of the SRC most students come in contact with. The education side attempts to study the local and national needs of education and to bring these to the attention of the public and the government.

One of the major ways in which the income of the SRC is spent is in grants to affiliated clubs and societies (which include cultural, social, political and religious societies). To this end the Vice-President is the Clubs' and Societies Liaison Officer, and, with his assistant and the Clubs' and Societies' Committee, gives such help to these societies as they may seek from time to time.

The SRC is also responsible for publishing the student newspaper "Opus," the literary magazine "Nimrod" and the Orientation Handbook, which may be seen around the campus at the time of their publication. A weekly "Bulletin" is published to publicise activities of the SRC, the Union and affiliated clubs and societies.

Each year the SRC organises, with assistance from the University and the Union, Orientation Week and other activities designed to help new students adjust to university life. Early in July Autonomy Day is also organised by the SRC — of this nothing more be said than that it is the equivalent of Commem, Foundation Day, or similar activities at other universities.

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

President: Giles Martin
Secretary: Michael Nelson

NEWCASTLE UNIVERSITY UNION

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

The Union maintains a fine building at Shortland which provides common room facilities for its members; a cafeteria; a coffee room; a meeting room; a reading room; a stationery shop catering for all members' academic needs and the University Co-operative Bookshop. The offices of the Students' Representative Council and the Students' Counsellor are contained in the basement of the building. A common room is provided in the Main University building at Tighe's Hill and members are eligible to use the catering facilities of the Technical College Union.

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

The conduct of the affairs of the Union is vested in the Board of Management composed of two members appointed by the University Council, two members elected by the graduates, six members elected by the Union members, two members appointed by the Students' Representative Council, two members elected by the Senior Common Room, and the Secretary/Manager. Elections for the Board of Management are held in April.

President: Mr. B. C. Humphries
Secretary/Manager: Mr. I. H. S. Irwin
THE UNIVERSITY OF NEWCASTLE SPORTS UNION

The Sports Union is a student organisation responsible for promotion and control of sporting activities within the University. As a student you are automatically a member of the Sports Union. There are nineteen affiliated clubs: Athletics, Badminton, Men's Basketball, Women's Basketball, Cricket, Fencing, Golf, Men's and Women's Hockey, Men's and Women's Rowing, Rugby, Sailing, Ski-ing, Soccer, Squash, Surfing, Swimming, Table Tennis, Tennis, Weightlifting, most of which participate in local competitions and send teams to Inter-Varsity contests each year. Inter-Faculty Contests conducted throughout the year aim to stimulate friendly rivalry among the various Faculties, and to encourage a higher student participation in sport. Each club has a student representative on the Sports Union Committee, which meets monthly. The Executive Committee consists of the President, Vice-President, Secretary, Treasurer, a representative of the University Council, and the Amenities Officer. The Sports Union's annual income is derived from portion of the General Services Fee and is used to meet the cost of equipment, affiliation fees, Inter-Varsity trips, etc.

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

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

President: Mr. G. McIntyre
Secretary: Mr. R. Hannah
Amenities Officer: Mr. H. Bradford

THE UNIVERSITY OF NEWCASTLE COMPANY

The University of Newcastle Company is the Citizen Military Force's Unit affiliated with your University. The Company was formed in 1957 as a Sub-Unit of the University of Technology Regiment which is now called The University of N.S.W. Regiment. The current strength of the Company is 150 and is rising.

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

(a) An Annual Camp for three weeks in February
(b) An optional camp of ten days in May
(c) Five weekend bivouacs a year
(d) Parades on Friday nights of two and a half hours duration.

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

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

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

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

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

OFFICERS AND STAFF

Officer Commanding — Maj. J. G. Raymond
Full-time Staff — WO2 M. Durie
S/Sgt. K. Carmichael
CLASSIFICATION OF STUDENTS

A student's progress in the course is determined by enrolment in a classifying subject, i.e. by a major subject in the course. If a student enrols in more than one classifying subject, then the year or stage of the lower classifying subject applies. If a student enrols in no classifying subject, then he is classified in the year or stage of the highest classifying subject he has passed.

Classifying subjects are shown in bold type in the course outlines on pages 51 to 53.

INFORMATION FOR NEW UNDERGRADUATES

Members of the Faculty realise that students entering the University for the first time may find some of the arrangements different from anything experienced hitherto. A lack of awareness of the general structure of the University and the functions of the various sections within it as well as the scope of the various activities is common. It is important for the student to make himself or herself familiar with the methods of organisation used in the University and the degree courses available. The University Calendar contains all the formal information about the by-laws and regulations governing courses and general organisation. Faculty Handbooks are available for providing information about degree and subject requirements. In some cases, for example Mathematics and Economics, it is possible for the subject to be taken for more than one degree. Hence students should be sure that they have selected the correct Faculty for the type of studies they wish to undertake.

At the outset the student should become familiar with the general structure of the degree courses offered in the Faculty. First-year subjects are laid down regardless of the specialisation to which the student is inclined on matriculation. However, difficulties can arise should a student attempt a combination of subjects which does not allow for an efficient progression in a degree course. This is of particular importance for part-time students. Part-time students wishing to take Applied Economics must do so in Stage 1 as the subject is not offered in Stage 2. Also a number of general prerequisites exist; Accounting I being a general prerequisite for all subsequent accounting subjects and Economics I a general prerequisite for all economics subjects and statistics. Moreover, the choice of subjects has to meet the Bachelor of Commerce degree requirements which are listed in a subsequent section.

For part-time students the significant feature of the degree requirements is the schedule showing the subjects to be attempted each year. It is clear that this outline of subjects for the part-time student represents the appropriate study load for a person having employment during the day. It would be foolish for a student to attempt more subjects during the year even where time to attend lectures during the day is granted by employers. Students enrolling in subjects and then finding the demands of their employment too much have to have special permission to withdraw from a subject if it is not to be recorded as a failure. The granting of this
permission is not automatic. Where students feel that their time does not permit a full subject load for a year then it may be advisable to limit to a small number of subjects. Part-time students specialising in Accounting and who are unable to attend the university during the day are especially advised to seriously consider the possibility of extending their programme over a longer period than the minimum of 5 years for the part-time degree course.

Students requiring advice should seek help from members of the Faculty or the Senior Student Counsellor, Mr. P. M. Whyte. Inquiries about enrolment procedures should be directed to the Faculty Secretary, Mrs. E. M. Sheehan or the Sub-Dean, Mr. D. J. McKee.

ADVISORY PREREQUISITE FOR ENTRY TO THE FACULTY

In addition to satisfying the matriculation requirements of the University, candidates applying for entry to the Faculty of Economics and Commerce are advised to have passed in Mathematics at the New South Wales Higher School Certificate Examination at least at the second level of the short course or to have attained an equivalent standard in Mathematics, (refer Matriculation, page 16).

THE DEGREE OF BACHELOR OF COMMERCE

Candidates for the degree of Bachelor of Commerce (both pass and honours) may elect to specialise in Accounting or Economics. For each specialisation there will be one stream which specialises in that particular field, as well as an alternative stream namely, in Joint Studies.

The Economics stream provides a basic training in Economics which will equip the graduate for a wide range of vocations with both public and private institutions. At the same time the stream is sufficiently flexible to allow students the opportunity to pursue courses of study which may be academically and/or vocationally beneficial. The Accounting stream provides a comprehensive study of the many aspects of business and industry, viz. financial and managerial accounting, the theory of management, law and economics. Students wishing to pursue a less specialised course should enrol in the Joint Studies stream. This stream permits students to combine subjects from both the Departments of Economics and Commerce more readily than is possible in the more specialised Economics and Accounting streams. Furthermore, the choice of specialisation, whilst normally made at the end of Year 1 in the full-time course or Stage 2 in the part-time course in either the Accounting or Economics stream, may be delayed until Year III full-time or Stages 4 and 5 part-time in the Joint Studies stream. Students following the Joint Studies stream will be permitted to enter a final honours year in either Accounting or Economics as in the case of the other two more specialised streams.

The Australian Society of Accountants will admit to the qualifying examination of the Society graduates of the University of Newcastle who hold the Bachelor of Commerce degree specialising in Accounting and who have included the subjects Accounting IIA and either Legal Studies I or Legal Studies II in their course. It is not recommended that Legal Studies II be attempted without having first completed Legal Studies I. The Institute of Chartered Accountants in Australia and the Chartered Institute of Secretaries also grant exemption from certain examinations for passes in particular subjects in the degree course and Professional Accounting Studies.

Registration as a registered public accountant under the Public Accountants Registration Act 1945-61 (N.S.W.) is available to graduates of the University of Newcastle who hold the Bachelor of Commerce degree specialising in Accounting including the subjects Accounting IIA, Legal Studies I and Legal Studies II, and who have passed Auditing and Internal Control and Taxation and Estate Planning in the post-graduate subject Professional Accounting Studies.
1. In the Requirements, unless the contrary intention appears, "the Faculty" means the Faculty of Economics and Commerce and "the Faculty Board" means the Faculty Board of the Faculty of Economics and Commerce.

2. The degree of Bachelor of Commerce may be conferred as an ordinary degree or as an honours degree.

3. A candidate enrolling in the Faculty for the first time shall report in person to the Dean, or his nominee, to have his enrolment for that year approved.

4. (a) The Annual Examinations shall normally be held at the end of third term.

(b) A candidate may be granted a Special Examination in accordance with the provisions of By-law 5.9.3., sections 5, 6 and 7.

5. The results of successful candidates at Annual and Special Examinations shall be classified: Pass, Credit, Distinction, High Distinction.

6. (a) A candidate may withdraw from a subject only by notifying the Secretary of the University in writing of his withdrawal within seven days of the date of withdrawal.

(b) A candidate who withdraws after the second Friday in Second Term from a subject in which he has enrolled shall be deemed to have failed in that subject. However, such a candidate may apply to the Dean who, after consultation with the Head of the Department concerned, may allow him to withdraw without penalty.

7. A graduate or an undergraduate of another University, University College or other Faculty of the University may be granted advanced standing in recognition of any subject passed in such other University, University College or Faculty, on conditions to be determined by the Faculty Board.

8. (a) To complete a subject qualifying towards the degree, hereinafter called a subject, a candidate shall attend such lectures, tutorials, seminars, laboratory classes and field work and submit such written work as the Department concerned shall require.

(b) To pass a subject a candidate shall satisfy the requirements of the previous clause and pass such examinations as the Faculty Board concerned shall require.

(c) Except with the permission of the Faculty Board a subject shall qualify towards a degree for no more than eight years from the year in which it was passed.

9. (a) Candidates for the ordinary degree shall pass the prescribed qualifying subjects listed in one of three streams:

(i) Economics
(ii) Accounting
(iii) Joint Studies.

(b) The full-time and part-time courses in the three streams are shown in the Appendix to these Requirements.

(c) Candidates who have passed the appropriate prescribed qualifying subjects shall be deemed to have completed the requirements for an Economics or Accounting specialization.

(d) The minimum time for a course qualifying for an ordinary degree is three years except in those cases where candidates are granted advanced standing.

10. (a) Candidates for an honours degree shall pass the prescribed qualifying subjects in not more than five years in the case of the full-time courses and not more than eight years in the case of the part-time courses from the date of first enrolment in the Faculty. The Faculty Board may vary these provisions.

(b) Honours shall be awarded in the following specializations:

(i) Economics,
(ii) Accounting.

(c) There shall be three classes of Honours; namely—Class I, Class II, and Class III. Class II shall have two divisions; namely—Division I and Division II.

11. (a) Candidates for an honours degree shall pass the qualifying subjects listed in the Appendix to the Requirements.

(b) Applicants for admission as candidates for honours shall apply to the Head of the Department concerned at the commencement of Year II or Stage III in the Economics or Accounting streams except that the Faculty Board, on the recommendation of the Head of the Department concerned, may admit a candidate at some later year or stage in the degree programme.

(c) Applicants for admission as candidates for honours who are enrolled in the Joint Studies stream may apply to the Head of the Department concerned at the commencement of Years II or III, or Stages III or IV except that the Faculty Board, on the recommendation of the Head of the Department concerned, may admit a candidate to Year IV or some later stage in the degree programme.

(d) Candidates for honours must pass all the prescribed subjects prior to entering Economics IV or Accounting IV at a standard prescribed by the Faculty Board on the recommendation of the Head of the Department concerned.

12. The candidate who in Year IV, or Stage VI taken wholly in one year, of an Honours specialization listed in 11 (b) most distinguishes himself shall, if he has obtained First Class Honours and has shown outstanding merit, receive a University Medal.

13. The Faculty Board may permit a candidate to transfer from one stream to another and one specialization to another on such conditions as it may determine.

14. (a) The Faculty Board shall publish a Schedule of the subjects offered in the Faculty and a Schedule on the rules relating to the selection of individual subjects.

(b) All subjects listed by the Faculty Board may not necessarily be offered in any one year.
15. (a) Subjects listed as Economics Options shall be approved by the Faculty Board.
(b) Subjects listed as Accounting Options shall be approved by the Faculty Board.
(c) An Arts or Science subject listed as approved is a subject offered in the Faculty of Arts or the Faculty of Science and approved by the Faculty Board.
(d) A candidate may substitute with the approval of the Head of the Department of Commerce, another subject for Management Studies II in the Accounting Stream.

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

APPENDIX

ORDINARY DEGREE

FULL-TIME DEGREE COURSE

COMMON FIRST YEAR

YEAR 1

Economics I
Accounting I
Two of: (i) Applied Economics
        (ii) Legal Studies I
        (iii) Approved Arts or Science Subject

PART-TIME DEGREE COURSE

COMMON FIRST STAGES

STAGE 1

Economics I
One of: (i) Applied Economics
        (ii) Legal Studies I
        (iii) Approved Arts or Science Subject

STAGE 2

Accounting I
One of: (i) Legal Studies I
        (ii) Approved Arts or Science Subject, if not taken in Stage I

Commerce Statistics or Statistical Analysis I
FULL-TIME DEGREE COURSE

ECONOMICS

YEAR II
- Macroeconomics
- Monetary Economics
- Commerce Statistics or Statistical Analysis I
- Economics Option I
- Economics Option II

YEAR III
- Fluctuations and Growth
- Public Economics
- International Economics
- Seminars in Economic Theory and Problems
- Economics Option III

ACCOUNTING

YEAR II
- Accounting II A
- Accounting II B
- Macroeconomics
- Commerce Statistics or Statistical Analysis I
- Legal Studies II

YEAR III
- Accounting III A or III B
- Management Studies I
- Management Studies II
- Public Economics
- One of: (i) International Economics
- (ii) Monetary Economics

JOINT STUDIES

YEAR II
- Macroeconomics
- Accounting II B
- Monetary Economics
- Commerce Statistics or Statistical Analysis I
- Industry Economics

YEAR III
- Accounting III B
- Public Economics
- Either Economics Option I
- Economics Option II
- Economics Option III
- Or Accounting Option I
- Accounting Option II
- Accounting Option III

PART-TIME DEGREE COURSE

ECONOMICS

STAGE 3
- Macroeconomics
- Monetary Economics
- Economics Option I

STAGE 4
- International Economics
- Economics Option II
- Seminars in Economic Theory and Problems
- or Economics Option III

STAGE 5
- Public Economics
- Fluctuations and Growth
- Economics Option III or Seminars in Economic Theory and Problems, whichever not taken in Stage IV

ACCOUNTING

STAGE 3
- Accounting II A or II B
- Macroeconomics
- Legal Studies II

STAGE 4
- Accounting II B or II A
- whichever not taken in Stage III
- Management Studies I
- One of: International Economics
- Monetary Economics

STAGE 5
- Accounting III A or III B
- Management Studies II
- Public Economics

JOINT STUDIES

STAGE 3
- Macroeconomics
- Accounting II B
- Monetary Economics

STAGE 4
- Industry Economics
- Either Economics Option I
- or Accounting Option I
- Economics Option II
- Accounting Option II

STAGE 5
- Accounting III B
- Public Economics
- Either Economics Option III
- or Accounting Option III
- being the same subject option as in Stage IV.

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HONOURS DEGREE

FULL-TIME DEGREE COURSE

ECONOMICS

YEAR II
As for Year II Economics Ordinary Degree Stream plus such additional work as the Faculty Board, on the recommendation of the Head of the Department of Economics, may prescribe.

YEAR III
As for Year III Economics Ordinary Degree Stream plus such additional work as the Faculty Board, on the recommendation of the Head of the Department of Economics, may prescribe.

YEAR IV
Economics IV.

ACCOUNTING

YEAR II
As for Year II Accounting Ordinary Degree Stream plus such additional work as the Faculty Board, on the recommendation of the Head of the Department of Commerce, may prescribe.*

YEAR III
As for Year III Accounting Ordinary Degree Stream plus such additional work as the Faculty Board, on the recommendation of the Head of the Department of Commerce, may prescribe.†

YEAR IV
Accounting IV.

JOINT STUDIES

YEAR II
As for Joint Studies Year II Ordinary Degree Stream plus such additional work as the Faculty Board, on the recommendation of the Head of the Department concerned, may prescribe.

YEAR III
As for Joint Studies Year III Ordinary Degree Stream plus such additional work as the Faculty Board, on the recommendation of the Head of the Department concerned, may prescribe.

YEAR IV
Either Economics IV or Accounting IV.

* Refer Accounting Seminar I, page 78.
† Refer Accounting Seminar II, page 79.

PART-TIME DEGREE COURSE

ECONOMICS

STAGE 3
As for Economics Stage III Ordinary Degree Stream plus such additional work as the Faculty Board, on the recommendation of the Head of the Department of Economics, may prescribe.

STAGE 4
As for Economics Stage IV Ordinary Degree Stream plus such additional work as the Faculty Board, on the recommendation of the Head of the Department of Economics, may prescribe.

STAGE 5
As for Economics Stage V Ordinary Degree Stream plus such additional work as the Faculty Board, on the recommendation of the Head of the Department of Economics, may prescribe.

STAGE 6
Economics IV, which may be taken over two successive years.

ACCOUNTING

STAGE 3
As for Accounting Stage III Ordinary Degree Stream plus such additional work as the Faculty Board, on the recommendation of the Head of the Department of Commerce, may prescribe.*

STAGE 4
As for Accounting Stage IV Ordinary Degree Stream plus such additional work as the Faculty Board, on the recommendation of the Head of the Department of Commerce, may prescribe.†

STAGE 5
As for Accounting Stage V Ordinary Degree Stream plus such additional work as the Faculty Board, on the recommendation of the Head of the Department of Commerce, may prescribe.

STAGE 6
Accounting IV, which may be taken over two successive years.

JOINT STUDIES

STAGE 3
As for Joint Studies Stage III Ordinary Degree Stream plus such additional work as the Faculty Board, on the recommendation of the Head of the Department concerned, may prescribe.

STAGE 4
As for Joint Studies Stage IV Ordinary Degree Stream plus such additional work as the Faculty Board, on the recommendation of the Head of the Department concerned, may prescribe.

STAGE 5
As for Joint Studies Stage V Ordinary Degree Stream plus such additional work as the Faculty Board, on the recommendation of the Head of the Department concerned, may prescribe.

STAGE 6
Either Economics IV or Accounting IV, the chosen subject may be taken over two successive years.

* Refer Accounting Seminar I, page 78.
† Refer Accounting Seminar II, page 79.
NOTES TO THE REQUIREMENTS FOR THE BACHELOR OF COMMERCE DEGREE

1. PRE-REQUISITE REQUIREMENTS

A. Special Requirements

Pre-requisite

Subject

Pre-requisite

(i) Accounting I

(ii) Accounting I

(iii) Economics I

(iv) Accounting IIA

(v) Accounting IIIB

(vi) Commerce Statistics

(vii) Macroeconomics

All other Economics subjects other than Applied Economics

Economics I

Accounting IIA

Accounting IIIB

Econometrics

Fluctuations and Growth

Public Economics

International Economics

Seminars in Economic Theory and Problems

Statistical Analysis I

Statistical Analysis II

B. Candidates wishing to take Mathematical Economics must have their entry approved by the Head of the Department of Economics.

2. ECONOMICS OPTIONS

A. Economics Stream

ECONOMICS OPTION I:

One of—Industry Economics OR Labour Economics

ECONOMICS OPTION II:

One of—(i) Industry Economics OR Labour Economics (whichever not taken in Economics Option I)

Accounting IIA

Accounting IIIB

Approved Arts subject

ECONOMICS OPTION III:

One of—(i) Industry Economics OR Labour Economics (if not previously taken)

(ii) Econometrics

(iii) Statistical Analysis II

(iv) Mathematical Economics

(v) Computer Applications & Systems

(vi) History of Economic Thought

Management Studies I

Management Studies II

Management Studies III

Approved Arts subject taken at Part II or Part III

B. Joint Studies Stream

ECONOMICS OPTIONS I, II AND III:

International Economics, and two subjects approved by the Head of the Department of Economics from the following list—

(i) Labour Economics

(ii) Fluctuations and Growth.

(iii) Seminars in Economic Theory and Problems

(iv) Management Studies I or II OR Computer Applications and Systems

3. ACCOUNTING OPTIONS

Joint Studies Stream

ACCOUNTING OPTIONS I, II AND III:

Group A: Accounting IIA

Management Studies I

Management Studies II

Legal Studies II

Industrial and Administrative Law

Group B: Legal Studies I (if not previously taken)

Labour Economics

Computer Applications and Systems

Approved Arts or Science unit (see Note (b) below)

Notes:

(a) At least two of the optional subjects must be chosen from Group A.

(b) If two approved Arts/Science units are included in the degree, the second must complete or be part of a recognised sequence in an Arts or Science degree in this University.

4. APPROVED ARTS/SCIENCE SUBJECTS

Provision is made in the degree requirements for students to attempt approved Arts or Science subjects. Such subjects are those offered in the Faculty of Arts or Science in 1968 provided the candidate complies with the requirements of the Faculties concerned in relation to entry to the subject.

A list of the approved subject areas is shown below:

Chemistry

Education

Engineering

English

French

Geography

Geology

German

Greek

History

Latin

Mathematics

Philosophy

Physics

Psychology

Sanskrit

An outline of the contents of the appropriate subjects may be obtained from the handbooks of the Faculties of Arts and Science.
5. TRANSITIONAL ARRANGEMENTS FOR THE NEW BACHELOR OF COMMERCE DEGREE

The transitional arrangements for the Bachelor of Commerce degree introduced in 1968 were reproduced in the 1968 Handbook of the Faculty of Economics and Commerce, pp. 56-58. Two of the transitional arrangements in particular are relevant to present students who commenced their studies prior to 1968:

1. Candidates in the existing Accounting specialisation who have passed Accounting II will be required additionally to pass or be granted advanced standing for only Accounting IIA and IIB, to fulfil those requirements for the new degree covered by the subjects Accounting IIA, IIB and IIA or IIB. This provision will apply only until the end of the 1972 academic year.

2. Immediately subsequent to his completing the degree requirements introduced in 1968, a student who was enrolled in the Bachelor of Commerce degree specialising in Accounting (Accounting stream) on 31 March, 1968, and who had passed the previously prescribed subject Accounting II but who had not passed Auditing and Internal Control and/or Taxation, shall be permitted to enrol once, should he so desire, in the appropriate subject or subjects in the postgraduate course without payment of the relevant subject fee, provided such enrolment is undertaken prior to 31 March, 1972.

SUBJECT OUTLINES AND READING LISTS

(A) DEPARTMENT OF ECONOMICS

ECONOMICS I

(i) MICROECONOMICS

This subject deals with the theory of value and distribution. The course begins with a brief introductory account of the major problems of economics and the methods of economic analysis. It then reviews the theory of individual and market demand. After an analysis of the production function and costs of production, it examines the theory of firms' price and output policies in different market situations, paying attention to the results of both theoretical and empirical studies. The final section is concerned with the analysis of pricing and employment of factor services.

READING LIST

Preliminary Reading (Intended mainly for students who have not studied Economics before).

P. A. Samuelson—Economics (Seventh Edition) (McGraw-Hill), Parts 1, 3 and 4.

R. Dorfman—Prices and Markets (Prentice-Hall)

Books Recommended for Purchase At least one of the following:


J. S. Bain—Price Theory (John Wiley & Sons)


R. G. Lipsey—An Introduction to Positive Economics (Second Edition)

More Advanced Texts

R. A. Bilas—Microeconomic Theory—A Graphical Analysis

M. Friedman—Price Theory—A Provisional Text (Aldine Press)

W. Ryan—Price Theory (Macmillan)

American Economic Association—Readings in Price Theory (Allen & Unwin)

American Economic Association—Readings in Industrial Organisation (Allen & Unwin)

(ii) ELEMENTARY ECONOMIC STATISTICS

This is an introductory course beginning with an examination of the place of, and need for, statistics in a modern society and the collection, classification and presentation of statistical data. Methods of describing statistical data, including measures of central tendency and measures of dispersion, are then dealt with.

Other topics covered are simple linear regression and correlation, the analysis of time series, including trend and seasonal variation, and the computation of index numbers. There is also an introduction to the theory of probability and to sampling and sampling errors.
APPLIED ECONOMICS

This course examines a number of economic topics of current importance in the Australian economy. Areas of study include the following: the structure and use of national accounts, with reference to post-war Australia; post-war government economic objectives and policy; the relative performance of major producing sectors and their problems; the environment of Australian manufacturing industry—tariff protection and foreign investment; patterns of Australia's foreign trade; productivity in industry; case-studies of major Australian industries; the transport sector; wage-bargaining and trade unions; the Australian capital market. Most of these topics are complementary to reading done in economic theory.

MONETARY ECONOMICS

This course studies major aspects of the working of modern monetary systems, in theory and in practice. The following topics are covered: theory of the firm applied to domestic banking; the theory and practice of development banking; banking in under-developed economies; banking and financial institutions in Australia, the U.K. and the U.S.A.; current international financial institutions; the theory of price movements and interest rates and the analysis of inflation; techniques of monetary control; monetary policy in post-war Australia; current problems of international payments and the International Monetary Fund.
LABOUR ECONOMICS

The course serves as an introduction to the wider field of industrial relations, with emphasis on those aspects where economic studies may be most profitably applied. The following topics are dealt with: theories of organised labour; the history of trade unionism in Australia; the goals and methods of trade unions—an international comparative study; the structure of the modern corporation and its implications for industrial relations; the distributions of the national product—theories of the determination of general wage and profit shares; the determination of individual wages; wage determination in Australian arbitration; alternate systems of industrial dispute settlement; the strike pattern in Australia.

READING LIST
Preliminary Reading
N. W. Chamberlain—The Labor Sector (McGraw-Hill)

Recommended Reading
A. M. Cartter—Theory of Wages and Employment (Irwin)
J. E. Isaac and G. W. Ford—Australian Labour Relations: Readings (Sun Books)
J. E. Isaac and G. W. Ford—Australian Labour Economics: Readings (Sun Books)

INDUSTRY ECONOMICS

This course will study some aspects of the structure, conduct and performance of Australian industry, and selected industries abroad. The control of industry, including legislation on monopolies and restrictive practices will be discussed. The course will have both a theoretical and an applied content.

READING LIST
Recommended Books
National Bureau of Economic Research—Business Concentration and Price Policy
E. Penrose—The Theory of the Growth of the Firm
B. Fog—Industrial Pricing Policies (North-Holland, 1960)
J. S. Bain—Barriers to New Competition (Harvard, 1958)
P. Karmel and M. Brunt—The Structure of the Australian Economy (Cheshire, 1963)
D. F. Pegrum—Public Regulation of Business (Irwin, 1965)
W. Shepherd—Economic Performance Under Public Ownership (Yale, 1965)
J. E. Richardson—Introduction to Australian Trade Practices Act (Hicks Smith, 1967)

R. B. Stevens and B. S. Yamey—The Restrictive Practices Court (Weidenfeld and Nicolson, 1965)
A. Hunter—The Economics of Australian Industry (M.U.P., 1963)
H. Martyn—International Business (Glencoe Free Press, 1964)

COMMERCE STATISTICS

The basic ideas of probability and statistical inference are developed and the application of sampling techniques is studied in such fields as market research, quality control, and related fields. The subject also includes a discussion of regression and correlation techniques and statistical decision-making.

READING LIST
Text Books
W. J. Dixon and F. J. Massey jnr.—Introduction to Statistical Analysis (McGraw-Hill)
P. H. Karmel—Applied Statistics for Economists (Pitman)
M. J. Moroney—Facts from Figures (Pelican)

ECONOMETRICS

A knowledge of elementary calculus and of statistics covering at least those topics in the Commerce Statistics course is a prerequisite for reading Econometrics. The content includes elementary matrix algebra, elementary mathematical statistics, the two variable linear model and extensions of it, the major problems in linear estimation, and an introduction to simultaneous estimation.

READING LIST
Text Books
J. Johnston—Econometric Models (McGraw-Hill)
K. A. Fox—Intermediate Economic Statistics (Wiley)
L. A. Klein—An Introduction to Econometrics (Prentice-Hall)

Recommended Reading
T. Yamane—Mathematics for Economists (Prentice-Hall)
A. Goldberger—Econometrics (Wiley)
E. Malinvaud—Statistical Methods of Econometrics (North-Holland)
G. Hadley—Linear Algebra (Addison-Wesley)

PUBLIC ECONOMICS

Public economics is a study of Government intervention in the economy through the budget. It is concerned, therefore, with taxes and with government expenditure. The analysis of the effects of such personal taxes as a poll tax, income tax and wealth tax on savings, consumption and work effort is followed by an analysis of business taxes such as company tax and sales tax. There is a discussion of other
possible taxes, notably an expenditure tax, a capital gains tax and a tax on value added.

The relation between the budget and the level of employment is then examined. Topics covered include the multiplier impact of the balanced budget, the use of taxation and government expenditure to achieve stability and the notion of capacity to pay taxes. There is also an examination of the problems of the national debt, of inter-governmental financial relationships and of the place of fiscal policy in economic development.

READING LIST
O. Eckstein—Public Finance (Prentice-Hall)
J. F. Du—Government Finance: Economics of the Public Sector (Irwin)
A. R. Prest—Public Finance (Weidenfeld & Nicolson)
R. L. Mathews—Public Investment in Australia (Cheshire)
A. R. Williams—Public Finance and the Budgetary Policy (Allen & Unwin)
R. A. Musgrave—The Theory of Public Finance (McGraw-Hill)

INTERNATIONAL ECONOMICS

This course begins with a study of the theories of international trade in its non-monetary aspects. From the traditional analysis the theory is extended to examine such problems as the effect of economic growth on trade and the role of international trade in economic development. The theory of restrictions on trade is discussed with particular emphasis on the role of tariffs and tariff policy and of customs unions. This is followed by an analysis of balance of payments problems and of various policies of adjustment, such as internal deflation, devaluation and direct controls. The course then considers certain theoretical aspects of international capital movements and the implications of Australia's capital inflow. It goes on to examine the present international monetary system and its reform. The final section reviews Australia's changing pattern of foreign trade and payments and assesses relevant economic policies.

READING LIST
C. P. Kindleberger—International Economics (Irwin)
P. T. Ellsworth—The International Economy (Collier-Macmillan paperback)
L. B. Yeager—International Monetary Relations (Harper)
D. A. Snider—International Monetary Relations (Random House paperback)
I. Wexler—Fundamentals of International Economics (Random House)

HISTORY OF ECONOMIC THOUGHT

The course is designed to provide historical perspective for advanced students on the subject matter of their earlier courses in economic analysis. In historical sequence, the following contributions are examined: Greek economic analysis; the early and later Scholastics; Mercantilism; Physiocracy; Adam Smith; David Ricardo and the Ricardians; the anti-Ricardian tradition; W. S. Jevons and marginal utility theorists; Leon Walras and the concept of general equilibrium; the Austrian school—Menger, von Wieser, Böhm-Bawerk; Alfred Marshall; Knut Wicksell's American contributions; the development of trade cycle theory.

READING LIST

PRELIMINARY READING
E. Roll—A History of Economic Thought (Faber)

RECOMMENDED READING
J. Schumpeter—A History of Economic Analysis (Oxford)

FLUCTUATIONS AND GROWTH

This course analyses the problem of economic fluctuations and growth. The various tools and concepts employed in such analysis are first treated; and this is followed by an examination of the theories of Harrod, Hicks, Duesenberry, amongst others. Particular emphasis is given to the application of these theories to the problem of a growing economy. The course ends with an examination of economic development in selected countries in the Pacific area, Asia, the Middle East and Europe.

READING LIST
R. C. O. Matthews—The Trade Cycle (Nisbet, 1959)
J. E. Meade—A Neo-Classical Theory of Economic Growth (Allen and Unwin, 1961)
S. Enke—Economics for Development (Prentice-Hall, 1963)

SEMINARS IN ECONOMIC THEORY AND PROBLEMS

Weekly seminars are held at which students present papers relating to particular areas of contemporary controversy in economic theory and policy. The areas to be explicitly examined are as follows: capital theory; distribution theory; economic growth—theories and cases; the Australian economy—structure, trends and policy problems. The course is designed for advanced students, and its content may vary from time to time according to the interests of those involved.
ADVANCED ECONOMIC ANALYSIS

This subject comprises four units of two hours per week over the academic year. For 1969 these units comprise Welfare Economics, Industry Economics, Economic Development and History of Economic Thought.

(A) Welfare Economics

This course begins with a discussion of the concept of welfare in general and economic welfare in particular, and then introduces the problems associated with the necessary and sufficient conditions for policy changes, valuation of national income, and assessment of the desirability of competition. Classical and Neo-Classical theories are examined, and compared with the "New Welfare Economics".

In the second half of the year more recent theories and discoveries are discussed and analysed.

READING LIST

Preliminary Reading
J. Rothenberg—The Measurement of Social Welfare
I. M. D. Little—A Critique of Welfare Economics
E. Mishan—Welfare Economics
De V. Graaf—Theoretical Welfare Economics
A. Pigou—The Economics of Welfare

(B) Industry Economics

The first part of the course begins with a discussion of decision-making within the firm. Recent developments in the theory of the firm, particularly in oligopoly theory, are examined in detail. The second part examines some aspects of industrial structure, the significance of concentration ratios, the effect of monopolies and restrictive practices. In the third part attention is directed to some aspects of innovation and technical progress, and the effects of trade and overseas investment upon the industrial structure.

READING LIST

G. B. Richardson—Information and Investment
R. Marris—Economic Theory of Managerial Capitalism
E. Penrose—The Theory of the Growth of the Firm
R. Evely and I. M. D. Little—Concentration in British Industry
American Economic Association—Readings in Industrial Organisation and Public Policy
National Bureau of Economic Research—Business Concentration and Price Policy
W. E. G. Salter—Productivity and Technical Change

(C) Economic Development

This course is an extension of the third year work in Fluctuations and Growth. The work involves an analysis of more advanced theories of economic growth and their applications. Comparative work on development under different political systems will be incorporated in the empirical aspects of the study.

READING LIST

G. Meier—Leading Issues in Development Economics (Oxford University Press, 1964)
A. N. Agarwala and S. P. Singh (eds.)—The Economics of Underdevelopment (Oxford, 1958)
E. A. G. Robinson (ed.)—Problems in Economic Development (Macmillan, 1965)
A. Nove—the Soviet Economy (Allen and Unwin, 1965)

COMPUTER APPLICATIONS

This course is aimed at developing an understanding of how computers are used, rather than the more technical aspects of operation and programming. The first part of the course will, however, deal with computer operations; data representation and storage, programming, processing, etc., and design and analysis of systems. In third term students may choose between two streams. In the first, general and specific applications will be discussed. In the second, the use of computers in problem solving and research will be dealt with.

The subject will involve two hours of lectures per week with additional tutorial or "laboratory" periods on a business computer.

READING LIST

Textbook (recommended for purchase).
A. Lytel—Fundamentals of Data Processing

Supplementary Reading
E. M. Amad—Business Data Processing
Arnold, Hill & Nichols—Introduction to Data Processing
B. V. Bowden—Faster Than Thought
Burton & Mills—Electronic Computers and Their Business Application
N. Chapin—An Introduction to Automatic Computers
A. B. Frielink—Economics of Automatic Data Processing
J. F. Davison—Programming for Digital Computers
Laden & Gildersleeve—System Design for Computer Applications
McCarthy, McCarthy & Humes—Integrated Data Processing Systems
Nathan & Hanes—Computer Programming Handbook
Sprowls—Computers—A Programming Problem Approach
Systems and Procedures Association—Business Systems
MATHEMATICAL ECONOMICS

This subject is concerned with applications of mathematical techniques to theories of fluctuations, growth and allocation. Some treatment of programming applications in economics.

(Approximately 3 hours per week)

NOTE: This subject is not certain to be offered in 1969. An announcement will be made in February 1969.

STATISTICAL ANALYSIS I

NOTE: This subject is not certain to be offered in 1969. An announcement will be made in February 1969.

ACCOUNTING I

A theoretical analysis of the accounting function in the social structure; accounting as an information system including the classification, recording and verification of financial data with emphasis on control techniques; automatic processing of accounting data and the computer; analysis and interpretation of financial statements; management uses of accounting information; various budgetary controls; an introduction to business finance; a brief survey of the law and practice of the taxation of income derived from Australian sources.

Reading Guide

Anthony, R. N.—Management Accounting Principles (Irwin)
Chambers, R. J.—Accounting and Action (Law Book Co.)
Gilman, S.—Accounting Concepts of Profit (Ronald Press)
Goldsberg, L. (Ed.)—Fitzgerald's Accounting (Butterworths)
Gole, V. L.—Fitzgerald's Analysis and Interpretation of Financial and Operating Statements (Butterworths)
McRae, T. W.—Impact of Computers on Accounting (Wiley)
Matthews, R. L.—Accounting for Economists (Cheshire)
Spiller, E. A.—Financial Accounting: Basic Concepts (Irwin)
*Accountancy Exercises—First Year (Revised Edition) (University of Melbourne)

ACCOUNTING IIA

Theory and practice of company accounting; accounting for the formation, reconstruction, amalgamation, take-over, official management, receivership and liquidation of companies; the preparation of holding company and group financial statements; the valuation of shares and goodwill; adjustments for changes in the purchasing power of the unit of measurement; accounting for executorship, hire purchase and instalment purchase, and lease agreements. Concepts and basic principles of auditing and internal control; the law and practice of income taxation as applicable to companies.
Note—Essential books which students should possess are marked with an asterisk.

Reading Guide

American Institute of C.P.A.'s—Accounting Research Studies
Backer, M. (Ed.)—Modern Accounting Theory (Prentice-Hall)
Baxter, W. T. & Davidson, S. (Eds.)—Studies in Accounting Theory (Sweet & Maxwell)
*Companies Act, 1961 (N.S.W. Government Printer)
Davidson, S., Green, D., Horngren, C. T. & Sorter, G. H.—An Income Approach to Accounting Theory (Prentice-Hall)
*Goldberg, L. (Ed.)—Fitzgerald’s Accounting (Butterworths)
Goldberg, L.—Concepts of Depreciation (Law Book Co.)
Gole, V. L.—Fitzgerald’s Analysis and Interpretation of Financial and Operating Statements (Butterworths)
*Johnston, T. R. & Jager, M. O.—The Law and Practice of Company Accounting in Australia (Butterworths)
Mautz, R. K.—Fundamentals of Auditing (Wiley)
*Accountancy Exercises—Advanced (Revised Edition) (University of Melbourne)
*Income Tax & Social Services Contribution Assessment Act (Commonwealth Government Printer)
Statements on Accounting Principles and Recommendations on Accounting Practice (Institute of Chartered Accountants in Australia)

ACCOUNTING IIIB

Theory and practice of accounting for management control and product costing; the accounting for materials, labour and overhead in the cost accounting cycle; the use of budgets, standards and variance analysis; evaluation of performance; traditional and modern concepts of "cost"; inventory costing and income determination; variable costing; differential costs; distribution cost analysis; capital investment appraisal.

Reading Guide

Batty, J.—Standard Costing (McGraw-Hill)
Note—Essential books which students should possess are marked with an asterisk.

ACCOUNTING IIIA

Selected contemporary problems in the theory and practice of financial accounting, company financial reporting and public practice including a study of current approaches to the formulation of accounting theory; governmental and institutional accounting.

Reading Guide
American Accounting Association—A Statement of Basic Accounting Theory
American Institute of C.P.A.’s—Accounting Research and Terminology Bulletins (Final Edition)
American Institute of C.P.A.’s—Accounting Research Studies
Backer, M. (Ed.)—Modern Accounting Theory (Prentice-Hall)
Baxter, W. T. & Davidson, S. (Eds.)—Studies in Accounting Theory (Sweet & Maxwell)
Chambers, R. J.—Accounting, Evaluation and Economic Behaviour (Prentice-Hall)
Chambers, R. J., Goldberg, L. & Mathews, R. L.—The Accounting Frontier (F. W. Cheshire)
Davidson, S., Green, D., Horngren, C. T. & Sorter, G. H.—An Income Approach to Accounting Theory (Prentice-Hall)
Dickerson, R. W. V.—Accountants and the Law of Negligence (Canadian Institute of Chartered Accountants)
Garner, P. & Berg, K. B. (Eds.)—Readings in Accounting Theory (Houghton Mifflin)
Gilman, S.—Accounting Concepts of Profit (Ronald)
Goldberg, L.—Concepts of Depreciation (Law Book Co.)
Goldberg, L.—An Inquiry into the Nature of Accounting (American Accounting Assn.)
Hendriksen, E. S.—Accounting Theory (Irwin)
Irish, R. A.—Auditing (Law Book Co.)
Johnston, T. R. & Jager, M. O.—Law and Practice of Company Accounting in Australia (Butterworths)
Littleton, A. C.—Structure of Accounting Theory (American Accounting Association)
Mathews, R. L.—Accounting for Economists (Cheshire)
Note—Essential books which students should possess are marked with an asterisk.

ACCOUNTING HIB

Selected contemporary problems in the theory and practice of managerial accounting, e.g. standard costing and variance analysis, variable costing and responsibility accounting, cost-volume-profit analysis, capital budgeting and cost aspects in pricing; the planning and installation of accounting systems with particular emphasis on the use of electronic computers.

Students are also expected to enrol in the Fortran Programming course conducted in the Mathematics Department (see Extra-curricular courses p. 104). All tests, tutorials, etc. should be completed satisfactorily. Students will also be required to run selected commercial type programmes on the computer.

Reading Guide

*Bierman, H.—Topics in Cost Accounting and Decisions (McGraw-Hill)
Bierman, H. & Smidt, S.—The Capital Budgeting Decision (Collier-Macmillan)
Brummett, R. L.—Overhead Costing—The Costing of Manufactured Products (Michigan Business Studies)
Clark, J. M.—The Incidence of Overhead Costs (Accountants Publishing Co.)
Garner, S.—Evolution of Cost Accounting to 1925 (University of Alabama Press)
Knight, W. D. & Weinwurm, E. H.—Managerial Budgeting (Macmillan)

Note—Essential books which students should possess are marked with an asterisk.

McFarland, W. B.—Concepts for Management Accounting (National Association of Accountants)
McRae, T. W.—The Impact of Computers on Accounting (Wiley & Sons)
Merrett, A. J. & Sykes, A.—Capital Budgeting and Company Finance (Longmans)
Solomons, D.—Studies in Costing (Sweet & Maxwell)
Stedry, A. C.—Budget Control and Cost Behavior (Prentice-Hall—Ford Foundation Series)
Veldman, Donald J.—Fortran Programming for the Behavioural Sciences (Holt, Rinehart & Winston)
Weber, C.—The Evolution of Direct Costing (Centre for Education and Research in Accounting)

In addition to the above books students will be provided with a recommended reading list of articles in various journals.

MANAGEMENT STUDIES I

Business finance, including the management of assets, the deployment and control of funds and disposition of earnings; methods of finance and problems of raising capital; financial expansion and reorganisation; cost of capital; reserve and dividend policies; financial policy in regard to leasing, factoring and hire-purchase; capital expenditure analysis. Quantitative analysis and the use of statistical methods and operations research in managerial accounting. Principles and techniques of security analysis.

Preliminary Reading

Students are advised that before the beginning of the academic year they should read:
Weston, J. F.—The Scope and Methodology of Finance (Prentice-Hall)
Note—Essential books which students should possess are marked with an asterisk.

Reading Guide

Ball, R. E.—*Readings in Investments* (Allyn & Bacon)

Bennett, J. W., Grant, J. McB. & Parker, R. H.—*Topics in Business Finance and Accounting* (Cheshire)

Beranek, W.—*Analysis for Financial Decisions* (Irwin)


Bierman, H. & Smidt, S.—*The Capital Budgeting Decision* (Macmillan)

Cohen, J. B. & Zinbarg, E. D.—*Investment Analysis and Portfolio Management* (Irwin)

Friedland, S.—*The Economics of Corporate Capital* (Prentice-Hall)

Gordon, M. J.—*The Investment, Financing and Valuation of the Corporation* (Irwin)


Hirst, R. R. & Wallace, R. H.—*Studies in the Australian Capital Market* (Cheshire)

Howard, B. B. & Jones, S. L.—*Managerial Problems in Finance* (McGraw-Hill)

Lerner, E. M.—*Readings in Financial Analysis and Investment Management* (Irwin)


Merrett, A. J. & Sykes, A.—*The Finance and Analysis of Capital Projects* (Longmans)

Merrett, A. J. & Sykes, A.—*Capital Budgeting and Company Finance* (Longmans)

Moranian, T., Grunewald, D. & Reidenbach, R.—*Business Policy and its Environment* (Holt, Rinehart & Winston)


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Note—Essential books which students should possess are marked with an asterisk.


Solomon, E.—*The Management of Corporate Capital* (Glencoe Free Press)

*Van Horne, J.—*Financial Management* (Prentice-Hall)

Weston, J. F.—*Theory of Business Finance* (Prentice-Hall)


Wolf, H. A. & Richardson, L.—*Readings in Finance* (Appleton-Century-Crofts)


MANAGEMENT STUDIES II

Organisation Theory: the development of scientific management; sociological factors affecting organisational behaviour; the planning and design of organisational systems; information and communication systems within organisations; the analysis of organisational structures and goals.

Management and Decision Theory: functions and role of the manager; criteria for measuring managerial performance; management planning and control; decision theory; contemporary problems in management theory.

Production Planning and Control: studies in production organisation including product selection and change; standardisation; production forecasting, planning and control; inventory control systems; maintenance organisation; distribution and warehousing; compensation of labour and personal evaluation.

Reading Guide

Barnard, C.—*The Functions of the Executive* (H.U.P.)

Dale, E.—*Management: Theory and Practice* (McGraw-Hill)

Dale, E. (Ed.)—*Readings in Management: Landmarks and New Frontiers* (McGraw-Hill)

Drucker, P. F.—*Managing for Results* (Harper and Row)
Note—Essential books which students should possess are marked with an asterisk.

Dubin, R.—*Human Relations in Administration* (Prentice-Hall)


OR

*Hein, L. W.—The Quantitative Approach to Managerial Decisions* (Prentice-Hall)

Howell, J. E. & Teicherow, D.—*Mathematical Analysis for Business Decisions* (Irwin)


Likert, R.—*New Patterns of Management* (McGraw-Hill)

Litterer, J. A.—*The Analysis of Organisations* (Wiley)


Magee, J. F. & Boothman, D. M.—*Production Planning and Inventory Control* (McGraw-Hill)

March, J. G. & Simon, H. A.—*Organizations* (Wiley)


Pfiffner, J. M. & Sherwood, F. P.—*Administrative Organization* (Prentice-Hall)

Rubenstein, A. H. & Haberstroh, C. J.—*Some Theories of Organization* (Irwin-Dorsey)

Schoderbek, P. P.—*Management Systems* (Wiley)

Schuchman, A.—*Scientific Decision-Making in Business* (Holt, Rinehart & Winston)


ACCOUNTING SEMINAR I *(See below)*

In Year II of the full-time honours degree specializing in Accounting (or equivalent part-time stages) each student is required to undertake research into particular aspects of accounting to be chosen from, for example, valuation problems in accounting, depreciation, direct costing, company financial statements, etc., and to present his findings in the form of a research essay.

*—Additional work required for honours degree specializing in Accounting.

**ACCOUNTING SEMINAR II *(See below)*

(Year III of the full-time honours degree specializing in Accounting or equivalent part-time stages.)

The theory and measurements of accounting profit.

Reading Guide

Backer, M. (Ed.)—*Modern Accounting Theory* (Prentice-Hall)

Baxter, W. T. & Davidson, S. (Eds.)—*Studies in Accounting Theory* (Sweet & Maxwell)

Bedford, N. M.—*Income Determination Theory: An Accounting Framework* (Addison Wesley)

Chambers, R. J., Goldberg, L. & Mathews, R. L. (Eds.)—*The Accounting Frontier* (F. W. Cheshire)

Davidson, S., Green, D., Horngren, C. T. & Sorter, G. H.—*An Income Approach to Accounting Theory* (Prentice-Hall)


Garner, P. & Berg, K. B.—*Readings in Accounting Theory* (Houghton Mifflin)

Gilman, S.—*Accounting Concepts of Profit* (Ronald Press)

Goldberg, L.—*An Inquiry into the Nature of Accounting* (American Accounting Association)

Hansen, P.—*The Accounting Concept of Profit* (North Holland Publishing Co.)

Hendriksen, E. S.—*Accounting Theory* (Irwin)

Johnston, T. R. & Jager, M. O.—*The Law and Practice of Company Accounting in Australia* (Butterworths)

Norris, H.—*Accounting Theory* (Pitman)

*—Additional work required for honours degree specializing in Accounting.
ACCOUNTING IV

(Year IV of the full-time honours degree specializing in Accounting or equivalent part-time stages.)

(1) Analytical studies and supervised independent research in advanced financial and management accounting with emphasis on contemporary accounting theory and problems; e.g., Accounting IIIA or Accounting IIB (whichever not taken previously), methodology of accounting theory formation, history of accounting thought, international comparisons of accounting methods and theories.

(2) Research essay.

Note: The research essay should normally be submitted by the first day of the third term of the final year.

Reading Guide

American Accounting Association—A Statement of Basic Accounting Theory

American Institute of Certified Public Accountants—Professional Accounting in 25 Countries

Backer, M. (Ed.)—Modern Accounting Theory (Prentice-Hall)


Bedford, N. M.—Income Determination Theory: An Accounting Framework (Addison-Wesley)

Berlo, D. K.—The Process of Communication (Holt, Rinehart & Winston)

Canning, J. B.—The Economics of Accountancy (Ronald)

Campbell, R. W.—Accounting in Soviet Planning and Management (Harvard University Press)
Note—Essential books which students should possess are marked with an asterisk.


Prince, T. R.—*Extension of the Boundaries of Accounting Theory* (South Western)

Scott, D. R.—*The Cultural Significance of Accounts* (Lucas Bros.)

Searle, E. & Ross B.—*Accounts of the Cellarers of Battle Abbey 1275-1513* (Sydney University Press)

Seligman, B. B.—*Main Currents in Modern Economics* (Free Press of Glencoe)

Stacey, N. A.—*English Accountancy 1800 to 1954* (Gee)

Williams, T. H. & Griffin, C. H.—*The Mathematical Dimension of Accountancy* (South Western)

Yamey, B. S., Edey, H. C. & Thomson, H. W.—*Accounting in England and Scotland 1543-1800* (Sweet and Maxwell)

**LEGAL STUDIES I**

This course falls within two broad divisions: (1) A general conspectus of the legal system; (2) The elements of the law of contract. In the first part, students are introduced to:— the constitutions of England, N.S.W. and the Commonwealth (with special reference to the judicial function, administrative and trade practices law); freedom under the law; the courts, the legal profession, accounting and the law; definition and nature of law; inter-relation of law, ethics and culture.

**Reading Guide**

Abel-Smith, B. & Stevens, R.—*Lawyers and the Courts* (Heinemann)

Baalman, J.—*Outline of Law in Australia* (Law Book Co.)

Benjafield, D. G. & Whitmore, H.—*Principles of Australian Administrative Law* (Law Book Co.)

Campbell, E. & Whitmore, H.—*Freedom in Australia* (Sydney University Press)


Friedman, W.—*Law in a Changing Society* (Penguin)

Halsbury—*Laws of England* (Butterworths)

Jackson, R. M.—*Machinery of Justice in England* (Cambridge University Press)

Jennings, I.—*The British Constitution* (Cambridge University Press)

**LEGAL STUDIES II**

Elements of law relating to commerce:— agency; partnership; sale of goods; hire purchase; insurance; commercial arbitration; negotiable instruments; mortgages; bills of sale; real property; trusts; succession; bankruptcy; company law.

**(NOTE)—(i) Company law will form approximately one-half of the course. (ii) Students will be permitted to take copies of the Statutes referred to in the Reading Guide into the annual examination, provided the copies are not marked otherwise than by underlining.**

**Reading Guide**

Chorley Lord & Giles, O. C.—*Leading Cases on Mercantile Law* (Butterworths)


Halsbury—*Laws of England* (Butterworths)

Hayek, E.—*Principles of Bankruptcy Law in Australia* (University of Queensland Press)

Higgins, P. F. P.—*Law of Partnership in Australia and New Zealand* (Law Book Co.)

Johnston, T. R. & Jager, M. O.—*The Law and Practice of Company Accounting in Australia* (Butterworths)

Joske, P. E.—*Sale of Goods and Hire Purchase* (Butterworths)
Note—Essential books which students should possess are marked with an asterisk.

Law Reports—English and Australian—as prescribed
Sim, R. S.—Casebook on Company Law (with Aust. Supp. by H. Mason) (Butterworths)
"Yorston, R. K. & Fortescue, E. E.—Australian Mercantile Law (Law Book Co.)

Statutes
Bankruptcy Act 1966 (Commonwealth Government Printer)
Bills of Exchange Act (Commonwealth Government Printer)
*Companies Act 1961 (N.S.W.) (N.S.W. Government Printer)
Hire Purchase Act (N.S.W. Government Printer)
Partnership Act (N.S.W. Government Printer)
Real Property Act (N.S.W. Government Printer)
Sale of Goods Act (N.S.W. Government Printer)

INDUSTRIAL AND ADMINISTRATIVE LAW
A study of administrative and industrial law in the context of related disciplines, institutions and affairs. Brief history of industrial law with reference to early conspiracy and trade union laws; the law of industrial arbitration (Federal and State) with reference to the respective constitutional positions; other protections for the employee; workers' compensation law. Contracts relating to employment with reference to restrictive covenants including those related to copyright and patent law. Further study of restrictive trade practices law.

Reading Guide
Benjafield, D. G. & Whitmore H.—Principles of Australian Administrative Law (Law Book Co.)
Citrine, N. A.—Trade Union Law (Stevens)
Foenander, O. de R.—Industrial Conciliation and Arbitration in Australia (Law Book Co.)
Masterman, C. G. & Solomon E.—Australian Trade Practices Law (Butterworths)
Mendelsohn, R.—Social Security in the British Commonwealth (University of London)
O'Dea, J. H.—Industrial Relations in Australia (West Publishing Corp.)
Portus, J. H.—The Development of Australian Trade Union Law (Melbourne University Press)
Sawer, G.—Australian Government Today (Melbourne University Press)

Note—Essential books which students should possess are marked with an asterisk.

Sykes, E. I.—The Employer, the Employee and the Law (Law Book Co.)
Factories and Shops Act 1912 as amended (N.S.W. Government Printer)
Industrial Arbitration Act 1940 as amended (N.S.W. Government Printer)
The Conciliation and Arbitration Act (Commonwealth Government Printer)
Workers' Compensation Act 1926 as amended (N.S.W. Government Printer)

NOTE: Students will be permitted to take copies of the Statutes referred to in the Reading Guide into the annual examination, provided the copies are not marked otherwise than by underlining.

PROFESSIONAL ACCOUNTING STUDIES
The Bachelor of Commerce degree specialising in Accounting (pass and honours) is based on the premise that graduates who wish to enter the accounting profession should, subsequent to graduation, complete the study of certain material of a specialised nature. The subject of Professional Accounting Studies comprises courses at a post-graduate level in Accounting Systems and Computer Applications, Auditing and Internal Control, and Taxation and Estate Planning. The subject is specifically directed to the requirements of graduates wishing to qualify for entry to the professional accounting associations and/or registration as a registered public accountant under the Public Accountants Registration Act, 1945-61 (N.S.W.) and will involve class work of 6 to 8 hours per week for a year.

The subject is also available to non-graduates who are members of the Australian Society of Accountants, the Institute of Chartered Accountants in Australia, or the Chartered Institute of Secretaries. Students reading the subject of Professional Accounting Studies are regarded as "non-degree" students.

ACCOUNTING SYSTEMS AND COMPUTER APPLICATIONS
The systems concept; information technology; computer fundamentals; systems design and analysis, human problems of systems; total management information systems; real time systems; information retrieval; management of data processing. Case Studies will be used extensively.
Note—Essential books which students should possess are marked with an asterisk.

Reading Guide
Awad, A.—Principles of Business Data Processing (Prentice-Hall)
Brandon, D. H.—Management Standards for Data Processing (Van Nostrand)
Elliot, C. O. & Wasley, R. S.—Business Information Processing Systems (Irwin)
McMillan, C. & Gonzalez, R. F.—Systems Analysis (Irwin)
Optner, S. L.—Systems Analysis for Business Management (Prentice-Hall)
*Optner, S. L.—Systems Analysis for Business Management (Prentice-Hall)
Schoderbek, P. P.—Management Systems (Wiley)

Auditing and Internal Control:
Concepts and principles of auditing; audit evidence; investigations; internal control; auditing standards; statistical applications in auditing; the audit of electronically processed accounting data; the law relating to company audits and auditors.

Reading Guide
Institute of Chartered Accountants in England and Wales—Statements on Auditing
Irish, R. A.—Auditing (Law Book Co.)
Johnson, J. T. & Brasseaux, J. H.—Readings in Auditing (South Western)
Mautz, R. K.—Fundamentals of Auditing (Wiley)
Mcigs, W. B.—Principles of Auditing (Irwin)
Moore, F. E. & Stettler, H. F.—Accounting Systems for Management Control (Irwin)
*Ray, J. C. (Ed.)—Independent Auditing Standards (Holt, Rinehart and Winston)

Note—Essential books which students should possess are marked with an asterisk.

Taxation and Estate Planning:
The history of Commonwealth Income Tax; an intensive study of income tax law as it applies to individuals, partnerships, companies estates and trusts, including the study of selected Board of Review and Court decisions; elements of tax and estate planning; sales tax.

Reading Guide
Adams, P. R.—Australian Tax Planning (Butterworths)
*Bock, F. G. & Mannix, E. F.—The Guide to Australian Income Tax (Butterworths)
Bock, F. G. & Mannix, E. F.—Gunn's Australian Income Tax (Butterworths) and Butterworth's Taxation Service
Challoner, N. E. & Greenwood, J. M.—Income Tax Law and Practice (Commonwealth) and Supplements (Law Book Co.)
Hayek, E. J.—Ryan's Manual of Income Tax Law in Australia (Law Book Co.)
Irving, H. R.—Sales Tax Highlights (Australian Society of Accountants)
*Income Tax (International Agreements) Act, 1953, as amended (Commonwealth Government Printer)
(C) MAJOR SUBJECTS FROM OTHER FACULTIES

GEOGRAPHY I

Six hours per week (2 hours lectures, 1 hour tutorial, 3 hours of practical work). Four days of field work are an integral part of the course. A final examination of two papers each of three hours.

The three strands of this course are designed to introduce students to the earth as the home of man and to basic techniques required for this study.

(a) Practical Geography
The practical class of 3 hours per week is designed to enable students to gain proficiency in, and an understanding of, the tools of geographical analysis. It contains three sections:
(i) An introduction to the mechanics of reading and interpreting topographic maps. An integral part of this section is a one-day excursion designed to develop a basic frame of geographic reference and elementary field work skills.
(ii) The cartographic representation of quantitative data in distribution maps and diagrams.
(iii) An introduction to the statistical organisation and interpretation of quantitative data.

(b) A study of the processes resulting in and the integration of landforms, climate, soil and vegetation. Two days of field investigations are associated with this aspect of the course.

(c) A study of the evolution and patterns of world population and settlement. One day of field investigation is included in this part of the course.

Prescribed Books:
A set of four topographic maps and a basic set of cartographic instruments (Advice on these items will be given at the beginning of the practical course.)

Coggins, R. S. & Hefford, R. K.—The Practical Geographer (Longmans of Australia)
Strahler, A. N.—Introduction to Physical Geography (Wiley)
Elzey, F. F.—A Programmed Introduction to Statistics (Wadsworth)
Eyre, S. R.—Vegetation and Soils (Arnold)
Jones, E.—Human Geography (Chatto and Windus)
Clarke, J. I.—Population Geography (Pergamon Press)
MATHEMATICS I

A subject of four lectures and two tutorial hours per week for three terms comprising the following topics.

Differential and integral calculus and their applications; special functions; sequences and series; coordinate geometry; differential equations; groups, fields, linear algebra, vector spaces, matrices and determinants; introduction to computing and numerical mathematics.

Recommended Books

Calculus and Linear Algebra — H. S. Wilf (Harcourt Brace & World Inc.).
Differential and Integral Calculus — Frank Ayres (Schaum Publishing Co.).
A Course in Fortran — J. A. Lambert.

PART II SUBJECTS

The following topics are offered by the Mathematics Department. Certain combinations of these topics specified below will comprise the Part II subjects offered by the Department; each topic consists of about 27 lectures. A pass in Mathematics I is a prerequisite for entry to each Part II subject given by the Department; in addition some topics will require other topics as a corequisite or prerequisite as shown.

<table>
<thead>
<tr>
<th>Topic</th>
<th>Corequisite or Prerequisite Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Real analysis</td>
</tr>
<tr>
<td>B</td>
<td>Complex analysis</td>
</tr>
<tr>
<td>C</td>
<td>Calculus and vector calculus</td>
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<tr>
<td>D</td>
<td>Linear algebra</td>
</tr>
<tr>
<td>E</td>
<td>Differential equations and integral transforms</td>
</tr>
<tr>
<td>F</td>
<td>Numerical analysis and computing</td>
</tr>
<tr>
<td>G</td>
<td>Fourier series, partial differential equations and special functions</td>
</tr>
<tr>
<td>H</td>
<td>Probability and statistics</td>
</tr>
<tr>
<td>I</td>
<td>Topic in statistics e.g. time series</td>
</tr>
<tr>
<td>J</td>
<td>Topic in applied mathematics, e.g. dynamics</td>
</tr>
<tr>
<td>K</td>
<td>Topic in pure mathematics, e.g. group theory</td>
</tr>
<tr>
<td>L</td>
<td>Topic in pure mathematics, e.g. axiomatic systems</td>
</tr>
</tbody>
</table>

Recommended Books

Topic A—Real Analysis — A. J. White.
Topic B—Advanced Calculus (Chapter 9) — W. Kaplan.
Topic C—Advanced Calculus (Chapters 1-5) — W. Kaplan.
Topic D—Linear Algebra and Matrix Theory (Chapters 1-5) — E. D. Nering.
Topic E—Elementary Differential Equations and Boundary Value Problems (Chapters 3,4,5,6,7,9) — W. E. Boyce & R. C. DiPrima.
Topic G—Advanced Calculus (Chapters 7,10) — W. Kaplan.
Topic L—Topics in Algebra (Chapters 1,2,3,7) — I. N. Herstein.

MATHEMATICS IIA

A subject of four lectures and two tutorial hours per week for three terms comprising topics A, B, C and D. In exceptional circumstances and with the consent of the Head of Department one topic from E, F, G or H may be substituted for A.

MATHEMATICS IIB

A subject of four lectures and two tutorial hours per week for three terms comprising topics A, B, C and D. In exceptional circumstances and with the consent of the Head of Department one or more of the topics I, J, K or L may be included.

MATHEMATICS IIC

A subject of four lectures and two tutorial hours per week comprising either topics E, J, K and L or topics H, I, K and L. Subject to the consent of the Head of the Department one topic from A to H may be substituted for topics K or L.

Notes

1. Part-time students may take Mathematics IIB in two parts each of two lectures per week for three terms.
2. In order to pass both Mathematics IIA and Mathematics IIB a student must study all the topics A to H above and offer them for examination.
3. Mathematics IIA is a corequisite or prerequisite for Mathematics IIC.
4. In order to pass in all three group II subjects a student must study all twelve topics and offer them for examination.
PSYCHOLOGY

A course of four lectures and one one-hour practical session per week. The final examination consists of two three-hour papers plus an assessment of the practical work carried out by the student throughout the year.

The course, which is a general introduction to psychology, includes learning theory, motivation, developmental psychology, physiological psychology, comparative psychology, theory of measurement, and descriptive statistics and statistical analysis of data.

ECONOMICS FOR THE BACHELOR OF ARTS DEGREE

The Economics units in the Arts degree are arranged rather differently from those in the Bachelor of Commerce degree. It is important that students show clearly on their enrolment form the Arts subject in which they wish to enrol followed by the title of each component of that subject. The subjects and their components are shown below:

Students following a major sequence in Economics, will attempt Economics I, Economics IIA, and Economics IIB. However any student may also enrol in Economics IIB provided he has completed or is concurrently enrolled in Economics IIA. Similarly Economics IIB may be selected by students who have enrolled in or have passed Economics IIA.

Students who intend to complete a major in Economics would be well advised to devise a programme which includes Geography, History, Psychology, or Mathematics. Those students who have a sound background in mathematics should note the possibilities for combining Mathematics and Economics units in the degree programme, while concentrating on aspects of quantitative economics.

Members of the staff of the Department will be available during the enrolment period to advise students on appropriate combinations of subjects which will suit their requirements and interests.

Candidates for an honours degree in Economics are normally expected to enrol in Elementary Economic Statistics and Commerce Statistics at an appropriate stage of their course.

ECONOMICS I

(i) Microeconomics
(ii) ONE OF: (a) Elementary Economic Statistics (b) Applied Economics

ECONOMICS IIA

(i) Macroeconomics
(ii) Elementary Economic Statistics, if that subject was not taken in Economics I; otherwise, ONE OF: (a) Commerce Statistics* OR Statistical Analysis I* (b) Monetary Economics
(iii) Candidates for the Honours Degree may be required to take some additional work prescribed by the Head of the Department of Economics

ECONOMICS IIB

(For students who are enrolled in Economics IIA or have already passed ii)

TWO OF:
(i) Industry Economics
(ii) Labour Economics
(iii) Monetary Economics (if not taken previously)
(iv) Commerce Statistics* OR Statistical Analysis I* (if not taken previously)
ECONOMICS IIIA

(i) Fluctuations and Growth
(ii) Public Economics
(iii) International Economics
(iv) A candidate for an Honours Degree in Economics may be required to take an additional subject as prescribed by the Head of the Department of Economics if the candidate has passed only Economics I and IIA and is currently enrolled in Economics IIIA only.
(v) A candidate for the Honours Degree may be required to take some additional work prescribed by the Head of the Department of Economics.

ECONOMICS IIIB

(For students who are enrolled in Economics IIIA or have already passed it)

TWO OF:

(i) Econometrics
(ii) Statistical Analysis I* (if not taken previously) or II
(iii) Mathematical Economics
(iv) Seminars in Economic Theory and Problems
(v) History of Economic Thought
(vi) Industry Economics (if not taken previously) OR Labour Economics (if not taken previously)
(vii) Commerce Statistics (if not taken previously) *

Candidates for an Honours degree must have their selection of subjects approved by the Head of the Department of Economics.

ECONOMICS IV

EITHER,

(i) Advanced Economic Analysis, involving four major topics
(ii) Thesis embodying results of a research investigation

OR,

Advanced Economic Analysis, involving six major topics

ENTRY TO FINAL HONOURS SUBJECT

The standard for entry to Economics IV will be determined finally by the Head of the Department of Economics, but the normal requirements will be passes at credit level in the second and third years.

NOTE: * Elementary Economic Statistics is a pre-requisite for Commerce Statistics and Statistical Analysis I, except that candidates who have successfully completed Mathematics I and Economics I (including Applied Economics) may, with permission of the Head of the Department of Economics, proceed directly to Commerce Statistics or Statistical Analysis I.

TRANSFER SUBJECTS

The transfer subjects in Economics are available only to those undergraduates who passed Economics I or Economics II in Newcastle University College before the beginning of the 1963 academic year, or those candidates who have completed a subject or subjects in Economics from another University and are directed by the Admissions Committee to take these subjects.

THE PROPER TITLE OF THE SUBJECT MUST BE SHOWN ON THE ENROLMENT FORMS AND OTHER STATEMENTS COMPLETED BY THE UNDERGRADUATE.

ECONOMICS IIAT

(i) Microeconomics
(ii) Elementary Economic Statistics if that subject, or its equivalent, was not taken before; otherwise, ONE OF:
   (a) Commerce Statistics OR Statistical Analysis I
   (b) Monetary Economics.

Candidates for the Honours Degree may be required to take some additional work prescribed by the Head of the Department of Economics.

ECONOMICS IIIBT

Same as for Economics IIAT.

ECONOMICS IIIAT

(i) Macroeconomics
(ii) Public Economics
(iii) International Economics
(iv) A candidate for an Honours Degree in Economics may be required to take an additional subject as prescribed by the Head of the Department of Economics, if the candidate has been given advanced standing in Economics I and passed only IIAT, and is currently enrolled in Economics IIIAT only.

NOTE: * Elementary Economic Statistics is a pre-requisite for Commerce Statistics and Statistical Analysis I, except that candidates who have successfully completed Mathematics I and Economics I (including Applied Economics) may, with permission of the Head of the Department of Economics, proceed directly to Commerce Statistics or Statistical Analysis I.

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ECONOMICS IIIBT

Candidates can only enrol in this unit if they concurrently enrol in or have already passed Economics IIIAT.

TWO OF:

(i) Econometrics
(ii) Statistical Analysis I (if not taken previously), OR II
(iii) Mathematical Economics
(iv) Seminars in Economic Theory and Problems, only if Economics IIIAT has already been passed.
(v) History of Economic Thought, only if Economics IIIAT has already been passed.
(vi) Industry Economics OR Labour Economics OR Monetary Economics (if not taken previously).
(vii) Fluctuations and Growth, only if Economics IIIAT has already been passed.
(viii) Commerce Statistics (if not taken previously).

Candidates for the Honours Degree must have their selection of subjects approved by the Head of the Department of Economics.

POSTGRADUATE COURSES

Postgraduate studies may be undertaken within the Departments of Commerce and Economics leading to M.Com. or Ph.D. degrees. The Economics Department also accepts candidates for M.A. degrees. In addition, graduates and other approved candidates may enrol in the postgraduate subject Professional Accounting Studies, (see p. 103).

The degree of Master of Commerce may be taken in either of two ways. The first shall consist primarily of research and the submission of a thesis. The second shall consist of a programme of lectures and other coursework and the submission of a dissertation. Candidates for this degree must normally hold the degree of Bachelor of Commerce in the University of Newcastle or an appropriate degree from any other approved university, but in any case must satisfy the Faculty Board of their ability to carry out the programme of study and research.

A number of postgraduate scholarships are available to candidates who have obtained a good honours degree to enable them to undertake full-time research, and prospective candidates are asked to consult their Head of Department not later than the third term of the final (honours) year. Full details of recurrent scholarships will be given in the general Calendar issued by the University. Details of special scholarships are posted from time to time on departmental notice boards.

Conditions of award of these higher degrees are given in the following pages.
REQUIREMENTS FOR THE DEGREE OF
MASTER OF COMMERCE

1. The degree of Master of Commerce shall be awarded in one grade only.

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

3. (i) An applicant for registration for the degree shall have satisfied all the requirements for admission to the degree of Bachelor of Commerce in the University of Newcastle, or to an appropriate degree of this or any other University approved for this purpose by the Faculty Board of the Faculty of Economics and Commerce (hereinafter referred to as the "Faculty Board").

(ii) In exceptional cases an applicant possessing other qualifications may on the recommendation of the Faculty Board be permitted by the Senate to register as a candidate for the degree.

4. The Faculty Board may require an applicant to demonstrate fitness for registration by carrying out such work and sitting for such examinations as the Faculty Board may determine.

5. An applicant for registration shall apply to pursue his studies for the degree of Master of Commerce in either of two ways. The first shall consist primarily of research and the submission of a thesis. The second shall consist of a programme of lectures and other coursework and the submission of a dissertation (hereinafter referred to as "research and thesis" and "coursework and dissertation" respectively).

6. Before permitting an applicant to register as a candidate for the degree, the Faculty Board shall be satisfied that adequate supervision and other facilities are available.

7. An applicant for registration shall have his programme, and in the case of a candidate for the degree by research and thesis the subject of his thesis, approved by the Faculty Board on the recommendation of the Head of Department before being permitted to register.

8. A candidate shall register as either a full-time or a part-time student.

9. (i) A candidate for the degree by research and thesis shall pursue his investigations under the direction of a supervisor appointed by the Faculty Board.

(ii) Such a candidate may be required to attend such lecture courses, seminars and other supervised study and pass such examinations at such standard as the Faculty Board may determine, before being permitted to proceed with his programme of research.

(iii) Such a candidate shall be examined by means of a thesis embodying the results of an original investigation and may be examined orally on the subject of his thesis.

10. (i) A candidate for the degree by coursework and dissertation shall pursue a course of formal study by attending such lecture courses, seminars and other supervised study as the Faculty Board may determine.

(ii) Such a candidate who has obtained an appropriate Bachelor's degree with Honours or has postgraduate qualifications may be granted such advanced standing as the Faculty Board recommends.

(iii) Such a candidate shall be examined by means of written annual examinations in the subjects studied and by a dissertation on a topic approved by the Faculty Board and, at the discretion of the examiner, he may also be examined orally on the subject studied or the dissertation.

11. The degree shall not be conferred on a full-time student before the lapse of nine complete terms and on a part-time student before the lapse of six complete terms from the date on which the registration becomes effective, save that in the case of a candidate who has obtained the degree of Bachelor with Honours or who has had lengthy research experience, this period may be reduced by the Faculty Board by up to three terms for full-time students and four terms for part-time students.

12. Except with the permission of the Faculty Board, a candidate for the degree by coursework and dissertation shall submit the dissertation not later than the end of February in the year subsequent to the second full-time or third part-time year of registration.

13. The Faculty Board may permit a candidate to change his registration from a programme of coursework and dissertation to one of research and thesis, or vice versa, on such terms and conditions as the Faculty Board may determine.

14. (i) Three copies of the thesis or dissertation shall be submitted so as to comply with the requirements of the University.

(ii) The University may retain the three copies of the thesis or dissertation submitted for examination and shall be free to allow them to be consulted or borrowed. Subject to the provisions of the Copyright Act 1912 as amended, the University may issue the thesis or dissertation in whole or in part, in photostat or microfilm or other copying medium.

15. A candidate who fails to satisfy the examiners may, with the permission of the Senate, re-submit his thesis or dissertation in an amended form and/or present himself again for the prescribed examinations on such terms and conditions as the Faculty Board may recommend. If he fails to satisfy the examiners at the second attempt, he shall not be eligible to submit himself again as a candidate for the degree.

16. Notwithstanding the generality of any of these conditions the Senate, on the recommendation of the Faculty Board, may relax any condition in order to provide for exceptional circumstances arising in particular cases.
REQUIREMENTS FOR THE DEGREE OF DOCTOR OF PHILOSOPHY

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

2. A candidate for registration for the degree of Doctor of Philosophy shall:
   (i) have satisfied all of the requirements for admission to the degree of master or the degree of bachelor with first or second class honours in the University of Newcastle or a degree from another University recognised by the Senate as having equivalent standing;
   (ii) have satisfied all of the requirements for admission to the degree of bachelor with third class honours or without honours in the University of Newcastle or a degree from another University recognised by the Senate as having equivalent standing, and have achieved by subsequent work and study a standard recognised by the Senate as equivalent to at least second class honours;
   (iii) in exceptional cases submit such other evidence of general and professional qualifications as may be approved by the Senate.

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

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

5. (i) A candidate shall, except in exceptional circumstances, be determined by Senate, register as a full-time student.

   (ii) Notwithstanding the provisions of section (i) of this clause, a member of the full-time academic or teaching staff of the University may be registered as a candidate for the degree.

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

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

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

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

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

11. On completing his course of study every candidate shall submit a thesis which complies with the following requirements:
   (i) The greater proportion of the work described must have been completed subsequent to registration for the Ph.D. degree.
   (ii) It must be a distinct contribution to the knowledge of the subject.
   (iii) It must be written in English or in a language approved by the Senate and reach a satisfactory standard of literary presentation.

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

13. Every candidate shall be required to submit with his thesis a short abstract of the thesis comprising not more than 300 words.

14. A candidate may not submit as the main content of his thesis any work or material which he has previously submitted for a University degree or other similar award.

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

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

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

18. It shall be understood that the University retains four copies of the thesis and is free to allow the thesis to be consulted or borrowed. Subject to the provisions of the Copyright Act (1912-1950) the University may issue the thesis in whole or in part in photostat or microfilm or other copying medium.

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

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

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

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

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

1. The degree of Doctor of Science may be awarded by the Council, on the recommendation of the Senate, for an original contribution or contributions of distinguished merit adding to the knowledge or understanding of any branch of learning with which the Faculty is concerned.

2. An applicant for registration for the degree of Doctor of Science shall hold a degree of the University of Newcastle or a degree from another University recognised by the Senate as being equivalent or shall have been admitted to the status of such a degree.

3. The degree shall be awarded on published * work although additional unpublished work may also be considered.

4. Every candidate in submitting his published work and such unpublished work as he deems appropriate shall submit a short discourse describing the research embodied in his submission. The discourse shall make clear the extent of originality and the candidate's part in any collaborative work.

5. An applicant for registration for the degree shall submit in writing to the Secretary a statement of his academic qualifications together with:
   (a) four copies of the work, published or unpublished, which he desires to submit; and
   (b) a Statutory Declaration indicating those sections of the work, if any, which have been previously submitted for a degree or diploma in any other University.

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

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

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

* In these requirements, the term "published work" shall mean printed in a periodical or as a pamphlet or as a book readily available to the public. The examiners are given discretion to disregard any of the work submitted if, in their opinion, the work has not been so available for criticism.

PROFESSIONAL ACCOUNTING STUDIES

The Bachelor of Commerce degree specialising in Accounting (pass and honours) is based on the premise that graduates who wish to enter the accounting profession should, subsequent to graduation, complete the study of certain material of a specialised nature. The subject of Professional Accounting Studies comprises courses at a post-graduate level in Accounting Systems and Computer Applications, Auditing and Internal Control, and Taxation and Estate Planning. The subject is specifically directed to the requirements of graduates wishing to qualify for entry to the professional accounting associations and/or registration as a registered public accountant under the Public Accountants Registration Act, 1945-61 (N.S.W.) and will involve class work of 6 to 8 hours per week for a year.

The subject is also available to non-graduates who are members of the Australian Society of Accountants, the Institute of Chartered Accountants in Australia, or the Chartered Institute of Secretaries. Students reading the subject of Professional Accounting Studies are regarded as "non-degree" students.

The syllabus of the subject Professional Accounting Studies and the Reading Guides are set on pages 85 and 86.
EXTRA-CURRICULAR COURSES

A number of extra-curricular courses which may be of interest to Faculty students will be available within the University during the academic year 1969.

FORTRAN PROGRAMMING

The Mathematics Department offers during the first half of the year as part of Mathematics I a course in Fortran Programming for the University's IBM 1130 computer. It is anticipated that lectures will be held on Tuesday evenings and Wednesday mornings. The course should be of major interest to Honours students. Students enrolled in Accounting III B are also expected to enrol in this course.

SYMBOLIC LOGIC

The Philosophy Department proposes to offer a Symbolic Logic course of sixty hours in the 1969 academic year. The course will employ "natural deduction" techniques, and will deal with both propositional and predicative calculus.

Further information on this course will be available at the beginning of first term in 1969.

FACULTY OF ECONOMICS AND COMMERCE

TIMETABLE 1969

ROOM LOCATION

SHORTLAND CAMPUS

A — ARTS/ADMINISTRATION BUILDING
B — MAIN LECTURE THEATRE
G — GROUND FLOOR
LG — LOWER GROUND FLOOR

Tutorial classes and honours seminars will be arranged by the Department concerned.

ACCOUNTING 3A and 3B

It is likely that an alteration to the timetable will be necessary in respect of these subjects. Students should consult the departmental notice boards early in 1969.
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Economics 2B (Labour)  
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Economics 3A (Public) | AG25 | Professional Accounting Studies  
Accounting 3A*  
Legal Studies 2  
Economics 2A (Monetary)  
Economics 3B (Seminars) | A102 | Accounting 2B  
Economics 1  
Economics 2B (International)  
Industrial Law | ALG28 | AG56 | ALG29 |
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Economics 1  
Economics 2A  
Statistical Analysis 1  
Computer Applications | AG52 | Accounting 2A  
Economics 3A (Public) | AG25 | Professional Accounting Studies  
Legal Studies 2  
Economics 3A  
Economics 3B (Fluctuations) | A102 | Accounting 2B  
Economics 1  
Economics 2B (Industry) | ALG28 | AG56 |
| 9    | Economics 1  
Economics 2A  
Statistical Analysis 1  
Computer Applications | B-01 | | | | | | Industrial Law | ALG29 |

* See note at beginning of Timetable.