FACULTY OF ECONOMICS
and COMMERCE
HANDBOOK 1970

THE UNIVERSITY OF NEWCASTLE
NEW SOUTH WALES: 2308
Telephone — Newcastle 68 0401

Fifty Cents
CONSULT THE CALENDAR FOR:

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

First Term  2 March — 16 May
Second Term  8 June — 15 August
Third Term  7 September — 28 November

ANNUAL EXAMINATIONS 1970
7 November — 28 November

PRINCIPAL DATES FOR 1970

JANUARY
1 Thursday  Public Holiday — New Year's Day
16 Friday  Last day for lodgement of Re-Enrolment Applications — Old Students
19 Monday  Last day for lodgement of Enrolment Applications — New Students
26 Monday  Deferred Examinations begin
31 Saturday  Public Holiday — Australia Day

FEBRUARY
11 Wednesday  New Students must return acceptance by 12.00 noon
16 Monday  New students report for interview where required, in Faculties other than the Faculty of Arts
17 Tuesday  Faculty of Arts Representatives available to advise students on selection of subjects
17 Tuesday  Last day for lodgement of enrolment forms — New students in Faculties other than the Faculty of Arts
18 Wednesday  New students in Faculty of Arts report for enrolment
19 Thursday  New students in Faculty of Arts report for enrolment
20 Friday  Last day for lodgement of enrolment forms — New students in the Faculty of Arts
20 Friday  Last day for payment of First Term Fees
24 Tuesday  Final Day of Deferred Examinations

MARCH
2 Monday  FIRST TERM commences
20 Friday  Graduation Day
27 Friday  Easter — First Term Recess
31 Tuesday  Easter

APRIL
25 Saturday  Public Holiday — Anzac Day

MAY
16 Saturday  FIRST TERM ends
PRINCIPAL DATES FOR 1970
(continued)

JUNE
8 Monday SECOND TERM begins
15 Monday Public Holiday — Queen's Birthday
19 Friday Last day for payment of Second Term Fees
Last day for acceptance of applications for examinations

AUGUST
15 Saturday SECOND TERM ends

SEPTEMBER
7 Monday THIRD TERM begins
18 Friday Last day for payment of Third Term Fees

OCTOBER
5 Monday Public Holiday — Six Hour Day
30 Friday THIRD TERM Lectures end

NOVEMBER
7 Saturday Annual Examinations begin
28 Saturday Annual Examinations end
THIRD TERM ends

1971

MARCH
1 Monday FIRST TERM begins

THE UNIVERSITY OF NEWCASTLE
Telephone Newcastle 68 0401

FACULTY OF ECONOMICS & COMMERCE
TELEPHONE ENQUIRIES

FACULTY OFFICE extn. 411 or dial 68 01411
Dean: Professor M. O. Jager extn. 218 or dial 68 01218
Sub-Dean: Mr. D. J. McKee extn. 215 or dial 68 01215

DEPARTMENT OF COMMERCE
Head of Department: Professor M. O. Jager
extn. 218 or dial 68 01218

DEPARTMENT OF ECONOMICS
Head of Department: Professor B. L. Johns
extn. 219 or dial 68 01219

Telephone enquiries to the Faculty of Economics and Commerce which are not specifically directed to the Department of Economics or the Department of Commerce should be directed to the Faculty Office, extension 411 or dial 68 01411.
FACULTY OF ECONOMICS AND COMMERCE

Dean
Professor M. O. Jager

Sub-Dean
Mr. D. J. McKee.

ECONOMICS

Professor
B. L. Johns, M.A.(Cantab)

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
C. J. Aislabie, M.Ec.(Syd.), Ph.D.(Lond.)
K. C. Carpenter, M.Com.(Auckland) (Temporary)
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.)
D. J. Sheriff, B.A.(N.S.W.)
B. A. Twohill, B.A.

COMMERCE

Professor
M. O. Jager, B.Com.(Melb.), A.A.S.A., A.C.A.A.

Senior Lecturer

Lecturers
E. J. Burke, B.Com.(N.S.W.), A.A.S.A.
R. W. Gibbins, B.Com.(Qld.), A.C.A.
D. S. Karpin, B.Com.(N.S.W.), A.A.S.A.
K. E. Lindgren, B.A.(N.S.W.), LL.B.(Lond.), M.A.
D. J. McKee, B.Ec.(Syd.), A.A.S.A.
R. B. Vermeesch, LL.B.(Syd.)

Senior Tutor
M. Gurunathan, B.Com.(Qld.), Dip.Acc.(Sing.), A.A.S.A.(Snr.)

Part-time Tutors
R. Bruce, B.Com.
L. E. Cockburn, B.Com.
E. E. George, B.A., LL.B.(Syd.)
G. J. Leonard, B.Com., A.C.A.
H. Lunney, A.A.S.A., A.C.I.S.
C. McConville, B.Com.(N.S.W.).
T. Presbury, LL.B.(Syd.)
B. Roberts, Solicitor (N.S.W.)
Gloria E. Swan, B.Com.
J. K. Winsen, B.Com., A.A.S.A.
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.L.

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
L. F. Norberry, A.A.S.A., A.C.I.S.

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.)
T. R. Rodgers

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.

Assistant Architect
W. J. Crook, B.Arch.(N.S.W.), A.R.A.I.A.

Staff Engineer
ADMINISTRATIVE STAFF
(continued)

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.

---*

COMPUTER CENTRE

Director

Programmer
I. R. Beaman, B.Sc.(N.S.W.)

---*

THE LIBRARY STAFF

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

Head Cataloguer
Elizabeth Guilford, B.A.(N.E.), A.L.A.A.

Reader Services Librarian
Joan E. Murray, B.A.(N.E.), A.L.A.A.

Assistant Librarians
Barbara Cook, B.A.; Dip.Lib.(N.S.W.)
E. Elizabeth Cook, B.A.(Syd.), A.L.A.A.

Graduate Library Staff
Rosa Bailey, B.A.(Syd.)
Colette Bromilow, B.A.(N.E.)
Jane Campbell, B.A.(N.E.), Dip.Ed.(Syd.)
Anna Geyl, B.Sc.
Helen Hart, B.A.
Jane Kandiah, B.A.
Winifred Murdoch, B.Sc.(N.E.)
ECONOMICS IIIB should read -

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

TWO OF -

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

Candidates for an Honours degree must have their selection of subjects approved by the Head of the Department of Economics.
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 2872 in 1969.

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 during the 1970 academic year. In 1970 courses in the Faculties of Applied Science, Arts, Economics and Commerce, and Science will be offered at Shortland. Courses in the Faculties of Architecture and Engineering will initially be given at Tighe's Hill and will be transferred to Shortland as the appropriate buildings are completed. 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 undergraduates, 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 present Chancellor of the University is Senator the Honourable Sir Alister McMullin, K.C.M.G., D.Litt., President of the Senate. Professor J. J. Auchmuty, M.A., Ph.D.(Dub.).

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 the Senate from time to time and calculated in the manner determined by the Senate.

(2) The recognised matriculation subjects shall be:

<table>
<thead>
<tr>
<th>English</th>
<th>Greek</th>
<th>Chinese</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mathematics</td>
<td>Latin</td>
<td>Japanese</td>
</tr>
<tr>
<td>Science</td>
<td>French</td>
<td>Hebrew</td>
</tr>
<tr>
<td>Agriculture</td>
<td>German</td>
<td>Dutch</td>
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<tr>
<td>Modern History</td>
<td>Italian</td>
<td>Art</td>
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<tr>
<td>Ancient History</td>
<td>Bahasa Indonesia</td>
<td>Music</td>
</tr>
<tr>
<td>Geography</td>
<td>Spanish</td>
<td>Industrial</td>
</tr>
<tr>
<td>Economics</td>
<td>Russian</td>
<td>Arts</td>
</tr>
</tbody>
</table>

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

(4) The qualification for matriculation must be obtained at one examination.
2. A person who has applied to undertake a course of study as a matriculated student shall upon —

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

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

By-law 5.3 — Admission to Courses

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

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

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

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

4. The Council may, with 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 for the New South Wales Higher School Certificate the subjects listed below to the level indicated:

**FACULTY**

**APPLIED SCIENCE** Second level Short Course Mathematics and Science including Physics and Chemistry options.

**ARCHITECTURE** Second level Short Course Mathematics and Science.


**ECONOMICS AND COMMERCE** There is no compulsory pre-requisite for admission 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.

**ENGINEERING** Second level Short Course Mathematics and Science including Physics and Chemistry options.

**SCIENCE** Second level Short Course Mathematics and Science.
PROCEDURES

ENROLMENT

All documents relating to enrolment are obtainable from the Student Records Office, Room G.63, Building "A" Shortland site.

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

All intending students in the 1970 academic year will be required to lodge an "Application for Admission" with the Student Records Office before 5.00 p.m. on Monday, 19th January, 1970.

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

Each student will be advised by letter of the outcome of his application and those accepted will be informed of the procedures to be followed for the completion of enrolment.

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 Friday, 16th January, 1970.

Students awaiting deferred examination results must lodge their enrolment form within one week of the publication of the deferred examination results.

Approval of Re-enrolment

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

CANDIDATES FOR POSTGRADUATE DIPLOMA COURSES

DIPLOMA IN APPLIED PSYCHOLOGY

Intending candidates will be required to complete an application form to register as a candidate for the Postgraduate Diploma in Applied Psychology and lodge it with the Student Records Office on or before Monday, 19th January, 1970.

Each student whose undergraduate studies have been undertaken at another University will be required to submit a full transcript of his academic record.

All candidates will be required to attend the University for interview before a decision is made on his registration.

All candidates will be advised by letter of the outcome of his application and those approved for registration will be sent an enrolment form and instructions on how to complete enrolment.

DIPLOMA IN EDUCATION

Intending candidates who have completed all of the requirements for admission to the degree of Bachelor of Arts or Bachelor of Science or Bachelor of Commerce in the University of Newcastle should complete a Postgraduate Diploma enrolment form and lodge it with the Student Records Office on or before Monday, 19th January, 1970.

All other candidates will be required to complete an application to register as a candidate for a Postgraduate Diploma course and lodge it with the Student Records Office as soon as possible but in any case not later than Monday, 19th January, 1970.

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

Intending candidates who have completed all the requirements for admission to a degree course in the University of Newcastle or admission to a degree in another University recognised for this purpose should complete a Postgraduate enrolment form and lodge it with the Student Records Office on or before Monday, 19th January, 1970.
PROCEDURES  
(continued)  

All other candidates will be required to complete an application to register as a candidate for a Postgraduate Diploma Course and lodge it with the Student Records Office as soon as possible but in any case not later than Monday, 19th January, 1970.

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 Friday, 16th January, 1970.

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.

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, 19th January, 1970 in the case of new students, or Friday, 16th January, 1970 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 within one week from the day of publication of the examination results.

(iv) “Show Cause” Students  
Notices will be displayed throughout the University during Third Term 1969 indicating procedures to be followed by students who wish to “Show Cause” after failure at the annual examinations.
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 adviser.

UNIVERSITY SKILLS ASSESSMENT  
All new first year students will be required to attend the University for a full day to be notified in the week 23rd to 27th February, 1970 for University Skills Assessment.

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.

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 enrolls in it and does not pass the annual examinations - i.e. not sitting for the examination is regarded as not passing the examination (unless withdrawal 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 of withdrawal. With the exception of students in the Faculty of Arts and the Faculty of Economics and Commerce, no student will be allowed to withdraw without penalty after the sixth Monday of second term unless, in the opinion of the Dean of the Faculty, there is good reason why he should be permitted to do so.
PROCEDURES
(continued)

In the Faculty of Arts and the Faculty of Economics and Commerce, a student 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 student may apply to the Dean, who, after consultation with the Head of the Department concerned, may allow him to withdraw without penalty.

AMENDMENTS

The following matters are regarded as amendments to course programmes and are required to be documented:

(a) to completely withdraw from course
(b) to withdraw from a subject or subjects
(c) to substitute one subject for another
(d) to add a subject to existing programme
(e) to transfer from F/T to P/T within degree course
(f) to transfer from P/T to F/T within degree course
(g) to transfer from one degree course to another
(h) to transfer from a degree course in one Faculty to a degree course in another Faculty
(i) if the variation sought is not listed above, please indicate briefly nature of change sought.

NOTES

The student is liable for fees up to the date on which his application to withdraw is received by the University.

When requesting exemption in subject unit(s) or substituting unit(s) within a subject, no Variation Application is required. BUT the Head of the Department concerned must be formally notified in writing.

HOW TO DOCUMENT WITHDRAWALS AND AMENDMENTS

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

It is essential that these variations be completed before 31st March, 1970. 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.

PROCEDURES
(continued)

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, 9th March, 1970 and he will be given an identity token for 1970.

Students re-enrolling are permitted to use their 1969 identity tokens up to Friday, 6th March, 1970.

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 identity token appropriately embossed. It must be shown on request to prove status as a student of the University.
The various transport authorities provide fare concessions for certain classes of students.

Application forms for these concessions may be obtained at the Student Records Office, 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.

TRAIN —

(a) Periodical 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, inter-state and intra-state are available under the conditions ruling for the various operating companies.
FEES
(continued)

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 1970

<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>$6.00 payable on and after</td>
<td>$10.00 payable on and after</td>
</tr>
<tr>
<td></td>
<td>Tuesday, 24th Feb.</td>
<td>Wednesday, 25th Feb.</td>
</tr>
<tr>
<td></td>
<td>Wednesday, 25th Feb.</td>
<td>Wednesday, 1st April.</td>
</tr>
<tr>
<td>SECOND TERM</td>
<td>Monday, 19th June.</td>
<td>Monday, 22nd June.</td>
</tr>
<tr>
<td></td>
<td>Monday, 22nd June.</td>
<td>Monday, 6th July.</td>
</tr>
<tr>
<td>THIRD TERM</td>
<td>Monday, 18th Sept.</td>
<td>Monday, 21st Sept.</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 third 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.

FEES
(continued)

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 Secretary 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 FEE 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

FULL-TIME STUDENTS

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

PART-TIME STUDENTS

A Part-Time Student is one who enrolls in half or less than half the subjects of a normal first-year course; in subsequent years his enrollment as a part-time student requires the approval of the Dean of his Faculty; or a student enrolled in a part-time course.
NON-DEGREE STUDENTS

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 and 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

Full-Time Courses
Faculties of Arts, Economics & Commerce $276 per annum
All other Faculties ...................... $330 per annum

Part-Time Courses
All Faculties ............................... $165 per annum
Non-Degree Subject ....................... $90 per annum

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 or Metallurgy) 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.

FEES FOR MASTER'S DEGREE

Registration Fee ......................... $4
Course & Supervision Fee (Full-time) ......... $114 p.a.
Course & Supervision Fee (Part-time) .......... $57 p.a.
Final Examination and Graduation Fee .......... $30

FEES FOR DOCTOR OF PHILOSOPHY DEGREE

Qualifying Examination Fee (if applicable*) $12
Registration Fee .......................... $4
Course & Supervision Fee (Full time) .......... $114 p.a.
Final Examination and Graduation Fee .......... $42

* 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.

GENERAL REQUIREMENTS

(continued)

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.

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

OWNERSHIP OF STUDENTS' WORK

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

STUDENT IDENTIFICATION

Students are expected to carry their Identity Token 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 his identity token.

The student should present his fee receipt to the Student Records Office on or after Monday, 9th March, 1970 and he will be given an identity token for 1970.
GENERAL REQUIREMENTS  

(continued)

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, 19th June, 1970.

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 the commencement of the examination.

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

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

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

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

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

FURTHER EXAMINATIONS

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

EXAMINATION RESULTS

The official examination results will be posted on the notice board at the top of the main staircase. 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.
EXAMINATIONS
(continued)

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 subsection (c) of section 2 and after giving the student an opportunity to be heard, may determine:—

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

(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 such Faculty or to the University. If the Admissions Committee is satisfied that the condition or circumstances of any such student have so changed that there is reasonable probability that he will make satisfactory progress in his studies it may authorise the re-admission of that student under such condition as it may determine.

By-law 5.4.4 — Appeal Against Exclusion

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

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

PROCEDURES

The onus is on a student required to “show cause” to 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 150,000 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 1971, 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 his first visit to the Library the student is provided with a brochure outlining the library's resources, its services, such as the copying service, its special facilities, such as the microprint reading room; and procedure for borrowing.

The 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.
  (long vacation excepted)
- **Saturday**: 9.00 a.m. to 5.00 p.m.
  (all vacations excepted)
- **Sunday**: 1.00 p.m. to 5.00 p.m.
  (all vacations excepted)

**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 is 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.
  (all vacations excepted)

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.

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

Students who are worried about inadequate study methods, personal difficulties, choice of courses or career planning are invited to arrange an appointment with a Student Counsellor.

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.

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.

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.

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.
UNIVERSITY SERVICES
(continued)

S.C.U. STAFF

Senior Student Counsellor — P. M. Whyte, B.A.(Melb.), M.A.Ps.S.
Student Counsellor — A. P. T. Loftus, B.A.(Melb.), M.A.Ps.S.
A Female Counsellor is to be appointed.
Secretary — Mrs. L. J. Hoesli
Stenographer — Mrs. V. E. Lloyd

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. Arrangements may be made for students to consult a Counsellor on the Tighe’s Hill campus.

It is generally most satisfactory for students to make appointments through the Secretary. As Counsellors are available for evening appointments, part-time students are in no way excluded from the available service.

UNIVERSITY SERVICES
(continued)

CHAPLAINCY SERVICE

A Chaplaincy Service within the University of Newcastle for the benefits 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 A. J. A. Scott, B.A.(Melb.), Th.L.,
83 Queen’s Road,
NEW LAMBTON. Tel. 57 1875.

Baptist — The Reverend R. Willicome,
6 Dangar Street,
WALLSEND. Tel. 55 9277.

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 2347.
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.

OVERSEAS STUDENTS

Overseas students who wish to obtain any information or help are invited to see the Overseas Students' Adviser in the Student Counselling Unit.

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 Committees are 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 need be said than that it is the equivalent of Commem, Foundation Day, or similar activities at other universities.
UNIVERSITY ORGANISATIONS
THE UNIVERSITY OF NEWCASTLE
STUDENTS' ASSOCIATION

(continued)

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 intervarsity 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 — Brailey Sims
Secretary — Kathryn Price

UNIVERSITY ORGANISATIONS
(Continued)

NEWCASTLE UNIVERSITY UNION

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

The Union maintains a fine building at Shortland which provides recreational and common room facilities for its members; a complete range of catering services; rooms for meetings and functions of all kinds including a film viewing room (16mm); billiards, table tennis, chess and music rooms; a reading room; a stationery shop catering for all members' academic needs and the University Co-operative Bookshop. The offices of the Students' Representative Council, the Sports Union 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. M. Nelson
Secretary/Manager — Mr. J. Grahame-Smith
THE UNIVERSITY OF NEWCASTLE
SPORTS UNION

The Sports Union is a student organisation responsible for promotion and control of sporting activities within the University. All students are automatically members of the Sports Union. There are twenty-three affiliated clubs: Athletics, Badminton, Men’s Basketball, Women’s Basketball, Cricket, Fencing, Golf, Men’s and Women’s Hockey, Judo, Mountaineering, Men’s and Women’s Rowing, Rugby, Sailing, Ski-ing, Soccer, Softball, 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 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 students interested in participating in any sport, are urged to contact the Amenities Officer, Mr. Bradford, or one of the Sports Union Executive for further information. The Amenities office is located with the Post Office in the temporary building adjacent to the University Union and the Sports Union office on the lower floor of the University Union, next to the SRC office.

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 the University. The Company was formed in 1957 as a Sub-Unit of the University of Technology Regiment which is now called The University of 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) Two weekend bivouacs a year
(d) Parades on Friday nights of two and a half hours duration
(e) Four weekend day parades.

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. 61 2121.

OFFICERS AND STAFF
Officer Commanding — Maj. J. G. Raymond
Full-time Staff — WO2 M. Durie
S/Sgt. P. Toohey
CONVOCATION

Convocation consists of persons of or above the age of twenty-one years who are: members or former members of the University Council; graduates of the University or graduates of the University of New England or the University of New South Wales who spent at least three years as students at the Newcastle University College; full-time members of the academic staff and graduate permanent members of the administrative, library and technical staff; and graduates of other Universities, either resident in the Hunter Valley or North Coast areas or approved by Council, who have been admitted as members of Convocation by Council after payment of the fee prescribed by Council.

At least two meetings are held each year, an Annual Meeting during First Term and an ordinary meeting in Third Term.

Convocation elects a Chairman who is called the Warden of Convocation and whose term of office is two years, and a Standing Committee of Convocation consisting of the Warden and twelve other members.

This body, which has the right to discuss and to pronounce an opinion on any matter relating to the University and to communicate directly with either the Council or the Senate, provides a means whereby graduates can remain active in university affairs. Five of the members of the Council are elected by the members of Convocation.

OFFICE BEARERS

Warden — Mr. J. P. Talty
Secretary — Miss E. M. Kane

FACULTY OF ECONOMICS AND COMMERCE

CLASSIFICATION OF STUDENTS

A student's progress in the course is determined by enrolment in a classifying subject, i.e., by a key subject in the year or stage of 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 62-64.

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 Clerk, 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 19).

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 Legal Studies II in their course plus at least Taxation and Estate Planning in the postgraduate subject of Professional Accounting Studies. 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 postgraduate subject Professional Accounting Studies.
REQUIREMENTS FOR THE DEGREE OF BACHELOR OF COMMERCE

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. 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.

3. (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.

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

5. (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.

6. 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.

7. (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.

8. (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.

" Refer, Conditions for the Granting of Standing to Graduates of Other Universities, University Colleges and Faculties, page 61.

(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.

9. (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.

10. (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 3 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 3 or 4 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.

11. The candidate who in Year IV, or Stage 6 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.

12. 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.

13. (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.
14. (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.

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

CONDITIONS FOR THE GRANTING OF STANDING TO GRADUATES OF OTHER UNIVERSITIES, UNIVERSITY COLLEGES AND FACULTIES

(Determined by the Faculty Board, Faculty of Economics and Commerce, on 18th June, 1969 under the powers given to it in Clause 6 of the Requirements for the degree of Bachelor of Commerce).

“A graduate of another University, University College or other Faculty of this University may be granted standing in recognition of work completed in such University, University College or Faculty, provided that:

(i) the subjects for which standing is granted shall have a reasonable correspondence with those included in the Bachelor of Commerce programme of this University;

(ii) the degree shall not be awarded to a candidate unless he has, whilst enrolled as a candidate for the Bachelor of Commerce degree within the Faculty, completed more than half the total number of subjects required for the degree;

(iii) a candidate shall not include in his programme for the Bachelor of Commerce degree any subject which is equivalent to part or all of a subject he has completed in a previous degree course and for which standing has not been granted;

(iv) a candidate seeking standing in more than four subjects must, at the time of his first enrolment in the Bachelor of Commerce degree course, have his programme for the entire course approved by the Faculty Board acting on the recommendation of the Heads of Departments concerned. Subsequent variations in this prescribed programme will require the approval of the Faculty Board, acting on the recommendation of the Heads of Departments concerned.”
ORDINARY DEGREE

FULL-TIME DEGREE COURSE

COMMON FIRST YEAR

YEAR I

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

* A candidate enrolling in Stage I for the first time in 1970 may be permitted to enrol in Economics I and Accounting I in lieu of the programme specified above, if in the opinion of the Dean, he has an adequate reason for so doing. An intending student seeking such permission must lodge an application with the Dean prior to his enrolment.

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 IIIA
Accounting IIIB
Macroeconomics
Commerce Statistics or Statistical Analysis I
Legal Studies II

YEAR III

Accounting IIIA or IIIB
Management Studies I
Management Studies II
Public Economics
One of: (i) International Economics
       (ii) Monetary Economics

JOINT STUDIES

YEAR II

Macroeconomics
Accounting IIIB
Monetary Economics
Commerce Statistics or Statistical Analysis I
Industry Economics

YEAR III

Accounting IIIB
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 Economy 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 IIA or IIB
Macroeconomics
Legal Studies II

STAGE 4
Accounting IIB or IIA
whichever not taken in Stage III
Management Studies I
One of: International Economics
Monetary Economics

STAGE 5
Accounting IIB or IIB
Management Studies II
Public Economics

JOINT STUDIES

STAGE 3
Macroeconomics
Accounting IIB
Monetary Economics

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

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

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 93.
† Refer Accounting Seminar II, page 93.
PART-TIME DEGREE COURSE

ECONOMICS

STAGE 3
As for Economics Stage 3 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 4 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 5 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 3 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 4 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 5 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 3 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 4 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 5 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.

ECONOMICS OPTIONS

1. 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)
(ii) Accounting IIA
(iii) Accounting IIB
(iv) Approved Arts or Science subject.

ECONOMICS OPTION III:
One of—(i) Industry Economics OR Labour Economics (if not taken previously)
(ii) Econometrics
(iii) Statistical Analysis II
(iv) Mathematical Economics
(v) Computer Applications & Systems
(vi) History of Economic Thought
(vii) Management Studies I
(viii) Management Studies II
(ix) Approved Arts subject or Science subject taken at Part II or Part III

2. 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
(v) Econometrics

* Refer Accounting Seminar I, page 93.
† Refer Accounting Seminar II, page 93.
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.

PRE-REQUISITE REQUIREMENTS

1. SPECIAL REQUIREMENTS

<table>
<thead>
<tr>
<th>Subject</th>
<th>Pre-requisite</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting II A</td>
<td>Accounting IIA</td>
</tr>
<tr>
<td>Accounting IIB</td>
<td>Accounting IIB</td>
</tr>
<tr>
<td>All other Economics subjects other than Applied Economics</td>
<td>Commerce Statistics</td>
</tr>
<tr>
<td>Accounting IIA</td>
<td>Accounting IIB</td>
</tr>
<tr>
<td>Accounting IIB</td>
<td>Accounting IIB</td>
</tr>
<tr>
<td>Commerce Statistics</td>
<td>Accounting IIB</td>
</tr>
<tr>
<td>or Statistical Analysis I*</td>
<td>Econometrics</td>
</tr>
<tr>
<td>(vii) Macroeconomics</td>
<td>Fluctuations and Growth</td>
</tr>
<tr>
<td>(viii) Statistical Analysis I</td>
<td>Public Economics</td>
</tr>
<tr>
<td>(viii) Statistical Analysis I</td>
<td>International Economics</td>
</tr>
<tr>
<td>(viii) Statistical Analysis I</td>
<td>Seminars in Economic Theory and Problems</td>
</tr>
<tr>
<td>(viii) Statistical Analysis I</td>
<td>Statistical Analysis II</td>
</tr>
</tbody>
</table>

* Students intending to proceed to Econometrics are advised to take Statistical Analysis I.

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

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.
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 of Economics and Commerce:

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 IIIA or IIIIB. 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.

PART-TIME STUDENTS WHO FAIL ONE SUBJECT IN STAGE I

1. Part-time students who fail either Economics I or Applied Economics in Stage I should note the following:

(a) A student who fails in Economics I will be permitted to enrol in the following year in only one subject from Stage Two of the part-time degree programme, in addition to Economics I.

(b) A student who fails in Applied Economics will be permitted to enrol in the following year in two subjects from Stage Two of the part-time degree programme, in addition to Applied Economics.

2. Part-time students who fail only in either Legal Studies I or the Arts/Science subject will be permitted to enrol in the following year in two subjects from Stage Two of the part-time degree programme, in addition to repeating the subject failed, (or alternative subject).

3. No variation from these arrangements will be permitted without prior approval of the Dean.

SUBJECT OUTLINES AND READING LISTS

(A) DEPARTMENT OF ECONOMICS

ECONOMICS I

(i) MICROECONOMICS (Mr. Sherwood)

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.

(3 hours Lectures and Tutorials per week)

READING LIST

PRELIMINARY READING (intended mainly for students who have not studied Economics before):


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

BOOKS RECOMMENDED FOR PURCHASE at least one of the following:


A. J. Braff—*Microeconomic Analysis* (Wiley)

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


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


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.

(2 hours Lectures per week for 2 Terms)

PRELIMINARY READING

M. J. Moroney—Facts from Figures (Pelican)

TEXT BOOK

Stephen P. Shao, Statistics for Business and Economics (Merrill)

APPLIED ECONOMICS (Mr. Stonham)

This course examines a number of economic topics of 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; the environment of Australian manufacturing industry—foreign investment and protection; patterns of Australia’s foreign trade; productivity in industry; case studies of major Australian industries; wage bargaining and trade unions.

PRELIMINARY READING


MACROECONOMICS

The course deals with the determination and measurement of the levels of income, employment and economic activity. Models of closed systems are introduced and the connections between the major aggregate economic variables are outlined. This part includes consideration of the factors bearing on two major components of aggregate demand: consumption and investment, as well as those influencing aggregate supply. The external sector and the government sector are incorporated in the lectures. The emphasis is on short-run models of aggregate economic behaviour.

(3 hours Lectures and Tutorials per week)

READING LIST

TEXT BOOKS

M. G. Mueller—Readings in Macroeconomics
G. Ackley—Macroeconomic Theory (Macmillan 1961)
R. J. Ball—Inflation and the Theory of Money (Allen and Unwin 1964)
J. M. Keynes—General Theory of Employment, Interest and Money (Macmillan)
D. Bober—Economics of Cycles and Growth (Wiley)
J. Lindauer—Macroeconomics (Wiley)

RECOMMENDED READING

A. H. Hansen—Monetary Theory and Fiscal Policy
A. H. Hansen—A Guide to Keynes
J. Duesenberry—Business Cycles and Economic Growth
W. J. Baumol—Economic Dynamics (Second Edition)
R. C. O. Matthews—The Trade Cycle
T. Wilson—Inflation
**COMMERCE STATISTICS** (Dr. Aislabie)

After a discussion of the probabilistic nature of statistical inference this subject is explored in considerable depth. Besides the various sampling distributions, topics include hypothesis testing, analysis of variance, regression and correlation, analysis of covariance, multiple and curvilinear regression, nonparametric methods and sampling design.

(2 to 3 hours per week)

**STASTICAL ANALYSIS I** (Mr. McShane)

In the first part of this course a study is made of the basic ideas of statistical inference. While in the second part of the course a detailed examination is made of both the Input-Output and Linear Programming techniques of analysis.

**TEXT BOOKS**

2. Chiu-Shuang Yan—*Introduction to Input-Output Economics* (Holt, Rinehart and Winston)

**RECOMMENDED READING**

1. Chenery & Clark—*Interindustry Economics* (Wiley)
2. Simonnard, M.—*Linear Programming* (Prentice-Hall)

**LABOUR ECONOMICS** (Professor Gordon)

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.

(2 hours per week)

**PRELIMINARY READING**

N. W. Chamberlain—*The Labor Sector* (McGraw-Hill)

**RECOMMENDED READING**

A. M. Carter—*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)

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**MONETARY ECONOMICS** (Mr. Stonham)

Major aspects of the working of modern monetary systems, in theory and in practice, are studied. The following topics are covered: theory of the firm applied to domestic banking; the theory and practice of development banking; banking in less-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; the structure of the International Monetary Fund and its role in the finance of international trade.

**PRELIMINARY READING**


**INDUSTRY ECONOMICS** (Mr. Holmes)

The topics covered in this course have been selected to probe more deeply into certain conditions and problems that have important economic effects on industrial activity and to provide application (particularly Australian) of some of the microeconomic principles previously acquired. As such, some of the subjects dealt with are: the practical consequences of uncertainty on industrial investment rate-of-return forecasting, pricing practices, and effective barriers to entry; the economic aspects of advertising; the impact of the international corporation; the approach to, and, effects on industrial activity and to provide application (particularly Australian) in 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 GUIDE:**

A. Merrett & A. Sykes—*The Finance & Analysis of Capital Projects* (Longmans, 1963)
J. S. Bain—*Barriers to New Competition* (Harvard, 1958)
O. J. Firestone—*The Economic Implications of Advertising* (Methuen, 1967)
R. R. Walker—*The Communicators* (Landsdowne, 1967)
H. Martyn—*International Business* (Glencoe Free Press, 1964)
J. E. Richardson—*Introduction to Australian Trade Practices Act* (Hicks Smith, 1967)
R. B. Stevens & B. S. Yamey—*The Restrictive Practices Court* (Weidenfeld & Nicolson, 1965)
D. F. Pegrum—*Public Regulation of Business* (Irwin, 1965)
W. Shepherd—*Economic Performance Under Public Ownership* (Yale, 1965)
V. Fuchs—*The Service Economy* (N.B.E.R. 1968)
PUBLIC ECONOMICS (Mr. Dickinson)

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.

(2 hours per week)

READING LIST
O. Eckstein—Public Finance (Prentice-Hall)
J. F. Due—Government Finance: Economics of the Public Sector (Irwin)
A. R. Prest—Public Finance in Theory and Practice (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 (Mr. Sherwood)

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 of customs unions. This is followed by 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.

(2 hours per week)
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 course is designed for advanced students, and its content may vary from time to time according to the interests of those involved.

(2 hours per week)

READING LIST
To be announced.

ECONOMETRICS (Mr. McShane)

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.

(2 or 3 hours per week)

READING LIST
TEXT BOOKS

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).

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 will not be offered in 1970.

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 an 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.

NOTE: This subject may not be offered in 1970.

ECONOMICS IV

1: ADVANCED ECONOMIC ANALYSIS
(a) This subject, comprises advanced treatment of four major selected topics in economic analysis.

AND

(b) Thesis based upon a supervised research investigation.

(a) INDUSTRY ECONOMICS (Dr. Aislabie)

The first part of the course begins with a survey of criticisms made of the conventional theory of the firm dealt with in Microeconomics. After discussing which criticisms are relevant to the study of Economics attention is focussed on the theories of Baumol, Penrose, Edwards and Marris. This part of the course concludes with an evaluation of attempts to use empirical studies to discriminate between the alternative theories.

The second part of the course is more inductive in character being concerned largely with empirical research into the firm's response to technological change. After the history of research into the economics of R and D (research and development) has been traced, an evaluation is made of Mansfield's econometric analysis of the problem. The course is concluded with an examination of what we learn from other sources including attempts to measure the causes and effect of technological change at a higher level of aggregation.

NOTE: This subject will not be offered in 1970.
TEXTBOOKS
R. Marris—Economic Theory of "Managerial" Capitalism
E. Penrose—The Theory of the Growth of the Firm
H. R. Edwards—Competition and Monopoly in the British Soap Industry
W. J. Baumol—Business Behaviour, Value and Growth
D. Hamberg—R. & D.: Essays on the Economics of Research and Development
E. Mansfield—Industrial Research and Technological Innovations An Econometric Analysis
W. E. G. Salter—Productivity and Technical Change

Topics to be offered in 1970 include:

(b) WELFARE ECONOMICS (Mr. Dickinson)
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
RECOMMENDED READING
E. Mishan: Welfare Economics.
De V. Graaf: Theoretical Welfare Economics.
A. Pigou: The Economics of Welfare.

(c) ECONOMIC DEVELOPMENT (Dr. Fairbairn)
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

(d) HISTORY OF ECONOMIC THOUGHT (Professor Gordon)
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, Bohm-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

(e) ECONOMETRICS (Mr. McShane)
This subject may be taken by final year candidates in 1970 who have adequate preparation.
Note—Essential books which students should possess are marked with an asterisk.

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.)
Crawford, F. R.—Introduction to Data Processing (Prentice-Hall)
Gilman, S.—Accounting Concepts of Profit (Ronald Press)
Goldgerb, L. (Ed.)—Fitzgerald's Accounting (Butterworths)
Gole, V. L.—Fitzgerald's Analysis and Interpretation of Financial and Operating Statements (Butterworths)
Kennedy, R. D. & McMullen, S. Y.—Financial Statements—Form Analysis and Interpretation (Irwin)
McRae, T. W.—Impact of Computers on Accounting (Wiley)
Mathews, R. L.—Accounting for Economists (Cheshire)
Spiller, E. A.—Financial Accounting: Basic Concepts (Irwin)

*Accountancy Exercises—First Year (Revised Edition) (University of Melbourne)
Note—Essential books which students should possess are marked with an asterisk.

ACCOUNTING II B

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 (Chaucer Press)
Bierman, H., Jnr.—Topics in Cost Accounting and Decisions (McGraw-Hill)
Bierman, H. & Smidt, S.—The Capital Budgeting Decision (Macmillan)
Brummet, R. L.—Overhead Costing (University of Michigan)
Burke, W. L. & Smyth, E. B.—Accounting for Management (Law Book Co.)
Carlson, P. G.—Quantitative Methods for Managers (Harper & Row)
Crawford, F. R.—Introduction to Data Processing (Prentice-Hall)
Davidson, S., Green, D., Horngren, C. T. & Sorter, G. H.—An Income Approach to Accounting Theory (Prentice-Hall)
Dearden, J.—Cost and Budget Analysis (Prentice-Hall)
Dickey, R. L. (Ed.)—Accountant’s Cost Handbook (Ronald)
Gillespie, C.—Standard and Direct Costing (Prentice-Hall)
Heckert, J. B. & Willson, J. D.—Controllership—The Work of the Accounting Executive (Ronald)
Heiser, H. C.—Budgeting Principles and Practice (Ronald)
*Horngren, C. T.—Cost Accounting—A Managerial Emphasis (Prentice-Hall)
Keller, I. W. & Ferrara, W. L.—Management Accounting for Profit Control (McGraw-Hill)

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

Matz, A., Curry, O. J. & Frank, G. W.—Cost Accounting (South Western)
Schiff, M. & Benninger, L. J.—Cost Accounting (Ronald)
Shillinglaw, G.—Cost Accounting—Analysis and Control (Irwin)
*Thomas, W. E. (Ed.)—Readings in Cost Accounting, Budgeting and Control (South Western)
Welsch, G. A.—Budgeting, Profit Planning and Control (Prentice-Hall)
*Accountancy Exercises—Advanced (Revised Edition) (University of Melbourne)
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 LIST

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)
Briloff, A. J.—The Effectiveness of Accounting Information (Praeger)
Buckley, J. W.—Contemporary Accounting and its Environment (Dickenson)
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)
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)
Mathews, R. L. & Grant, J. McB.—Inflation and Company Finance (Law Book Co.)
Mattessich, R.—Accounting and Analytical Methods (Irwin)
Mikesell, R. M. & Hay, L. E.—Government Accounting (Irwin)
Moontiz, M. & Littleton, A. C.—Significant Accounting Essays (Prentice-Hall)
Murphy, M. E.—Advanced Public Accounting Practice (Irwin)
Normanton, E. L.—The Accountability and Audit of Governments (Manchester University Press)
Norris, H.—Accounting Theory (Pitman)
Paton, W. A. & Littleton, A. C.—An Introduction to Corporate Accounting Standards (American Accounting Association)
Purdie, D. M.—Local Government Accounting in Victoria (Law Book Co.)
Staubus, G. J.—A Theory of Accounting to Investors (California University Press)
Storey, R. K.—The Search for Accounting Principles (A.I.C.P.A.)
ACCOUNTING IIIB

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. 122). 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)
Knight, W. D. & Weinwurm, E. H.—Managerial Budgeting (Macmillan)
McrAe, T. W.—The Impact of Computers on Accounting (Wiley & Sons)
Myers, C. A. (Ed.)—The Impact of Computers on Management (M.I.T. Press)
Solomons, D. (Ed.)—Studies in Cost Analysis (Sweet & Maxwell)
Stedry, A. C.—Budget Control and Cost Behavior (Prentice-Hall—Ford Foundation Series)
Thomas, W. E. (Ed.)—Readings in Cost Accounting Budgeting & Control (South-Western)
Veldman, Donald J.—Fortran Programming for the Behavioural Sciences (Holt, Rinehart & Winston)
Note—Essential books which students should possess are marked with an asterisk.


Hayes, D. A.—Investment Analysis and Management (2nd Edition) (Macmillan)

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)


Lewellen, W. G.—The Cost of Capital (Wadsworth)

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)


Robichak, A. A. & Myers, S. C.—Optimal Financing Decisions (Prentice-Hall)

Rose, P. J.—Australian Securities Markets (Cheshire)


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

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

Weston, J. F.—The Scope and Methodology of Finance (Prentice-Hall)

Weston, J. F. (Ed.)—Financial Management in the 1960's; New Challenges and Responsibilities (Holt, Rinehart & Winston)

*Weston, J. F. & Brigham, E. F.—Managerial Finance (Holt, Rinehart & Winston)


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

Wu, H. K. & Zakon, A. J.—Elements of Investments (Holt, Rinehart & Winston)

MANAGEMENT STUDIES II

SOCIOLOGICAL ASPECTS OF MANAGEMENT

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.

READING GUIDE

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

Caplow, T.—Principles of Organization (Harcourt-Brace & World)

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


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

Litterer, J. A.—Organizations, Structure & Behaviour (Wiley)

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

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

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

*Pollard, S.—The Genesis of Modern Management (Pelican)

Sofer, C.—The Organization from Within (Tavistock)

*Whyte, Wm. H.—The Organization Man (Pelican)
Note—Essential books which students should possess are marked with an asterisk.

INFORMATION SYSTEMS AND MANAGERIAL DECISION MAKING

Information Systems: evolution of data processing; hardware and software; systems design and analysis; human problems of systems; batch processing systems; real-time systems; integrated management information systems.

Managerial Decision Making: the theory and practice of decision making; the evolution of operations research; model building; business forecasting; inventory models; probability and expected value; linear programming; queueing theory and simulation; PERT and C.P.M.; statistical control techniques.

READING GUIDE
Awad, E. M.—Business Data Processing (Prentice-Hall)
*Boutell, W. S.—Computer-Orientated Business Systems (Prentice-Hall)
Emery, J. C.—Organisational Planning and Control Systems: Theory and Technology (Collier-Macmillan)
Magee, J. F. & Boodman, D. M.—Production Planning and Inventory Control (McGraw-Hill)
O'Diorn, G. S.—Management by Objectives (Prentice-Hall)
Pemberton, L. A. & Gibson, E. D.—Administrative Systems Management (Wadsworth)
Schoberb, P. P.—Management Systems (Wiley)
Shuchman, A.—Scientific Decision-Making in Business (Holt, Rinehart & Winston)
Williams, T. H. & Griffin, C. H.—Management Information: A Quantitative Accent (Irwin)

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.

READING GUIDE
No books are prescribed for this course but each student will be referred to material relevant to his research.

ACCOUNTING SEMINAR II * (See below)

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

The theory and measurement 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 (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)
Note—Essential books which students should possess are marked with an asterisk.

Johnston, T. R. & Jager, M. O.—The Law and Practice of Company Accounting in Australia (Butterworths)
Norris, H.—Accounting Theory (Pitman)
Paton, W. A. & Littleton, A. C.—An Introduction to Corporate Accounting Standards (American Accounting Association)
Sands, J. E.—Wealth, Income and Intangibles (University of Toronto Press)

*—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 IIIB (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)
Brown, R.—A History of Accounting and Accountants (Cass)
Buckley, J. W.—Contemporary Accounting and its Environment (Dickenson)
Campbell, R. W.—Accounting in Soviet Planning and Management (Harvard University Press)
Canning, J. B.—The Economics of Accountancy (Ronald)
Chambers, R. J.—Accounting, Evaluation and Economic Behaviour (Prentice-Hall)
Chambers, R. J., Goldberg, L. & Mathews, R. L.—The Accounting Frontier (Cheshire)
Chance, W. A.—Statistical Methods for Decision Making (Irwin)
Chatfield, M.—Contemporary Studies in the Evolution of Accounting Thought (Dickenson)
Note—Essential books which students should possess are marked with an asterisk.

Deinzer, H. T.—*Development of Accounting Thought* (Holt, Rinehart & Winston)

Edwards, J. D.—*History of Public Accounting in the United States* (Michigan State University)

Eldridge, H. J.—*Evolution of the Science of Bookkeeping* (Gee)


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

Greenlaw, P. S., Herron, L. W. & Rawdon, R. H.—*Business Simulation in Industrial and University Education* (Prentice-Hall)

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


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

Littleton, A. C.—*Essays on Accountancy* (University of Illinois Press)

Littleton, A. C. & Yamey, B. S.—*Studies in the History of Accounting* (Sweet & Maxwell)

Littleton, A. C. & Zimmerman, V. K.—*Accounting Theory: Continuity and Change* (Prentice-Hall)

Mattessich, R.—*Accounting and Analytical Methods* (Irwin)


Moonitz, M. & Littleton, A. C.—*Significant Accounting Essays* (Prentice-Hall)

Mueller, G. G.—*Accounting Practices in the Netherlands* (University of Washington)

Mueller, G. G.—*Accounting Practices in Germany* (University of Washington)

Mueller, G. G.—*Accounting Practices in Sweden* (University of Washington)

*Mueller, G. G.—*International Accounting* (Macmillan)


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

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


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

Salmonson, R. F.—*Basic Financial Accounting Theory* (Wadsworth)

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

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

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)

Summer, C. E. & O’Connell, J. J.—*The Managerial Mind* (Irwin)

Vandell, R. F. & Coleman, A. B.—*Case Problems in Finance* (Irwin)


Williams, J. W. & Griffin, C. H.—*Management Information: A Quantitative Accent* (Irwin)

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 & Maxwell)

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**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.

**PRELIMINARY READING**

Students are advised that before the beginning of the academic year they should read:

Graveson, R. H.—*Law: An Outline for the Intending Student* (Routledge & Kegan Paul)

Maher, F. K., Waller, L. & Derham, D. D.—*An Introduction to Law* (Law Book Co.)
Note—Essential books which students should possess are marked with an asterisk.

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)
Dicey, A. V.—*An Introduction to the Study of the Law of the Constitution* (McMillan)
Friedmann, W.—*Legal Theory* (Stevens)
Graveson, R. H.—*Law: An Outline for the Intending Student* (Routledge & Kegan Paul)
Halsbury—*Laws of England* (Butterworths)
Jackson, R. M.—*Machinery of Justice in England* (Cambridge University Press)
Law Reports—English and Australian—as prescribed
Lumb, D.—*The Constitutions of the Australian States* (Uni. of Qld. Press)
Maher, F. K., Waller, L. & Derham, D. P.—*An Introduction to Law* (Law Book Co.)
Mayer, H. (Ed.)—*Australian Politics* (Cheshire)
McGarvie, R. E., Pannam, C. & Hocker, P. I.—*Cases and Materials on Contract* (Law Book Co.)
Paton, G. W.—*A Textbook of Jurisprudence* (3rd Ed. by Derham) (O.U.P.)
*Sawer, G.—*Australian Government Today* (M.U.P.)
Williams, G. L.—*Learning the Law* (Stevens)

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)
Deane, W. P., Bohringer, L. G. & Fernon, N. T. F. (Eds.)—*McDonald, Henry and Meek's Australian Bankruptcy Law and Practice* (Law Book Co.)
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)
Law Reports—English and Australian—as prescribed
Mason, H. H. & O'Hair, J. S.—*Australian Company Law* (McGraw-Hill)
Rose, D. J. (Ed.)—*Lewis' Australian Bankruptcy Law* (Law Book Co.)
Schmitthoff, C. M. & Thompson, J. H. (Eds.)—*Palmer's Company Law* (Stevens)
Sim, R. S.—*Casebook on Company Law* (with Aust. Supp. by H. Mason) (Butterworths)
Wallace, The Hon. G. & Young, J. Mcl.—*Australian Company Law and Practice* (Law Book Co.)
Yorston, R. K. & Fortescue, E. E.—*Australian Mercantile Law* (Law Book Co.)
Note—Essential books which students should possess are marked with an asterisk.

STATUTES
Bankruptcy Act 1966 (Commonwealth Government Printer)
Bills of Exchange Act 1909 (Commonwealth Government Printer)
Bills of Sale Act 1898 (N.S.W. Government Printer)
*Companies Act 1961 (N.S.W.) (N.S.W. Government Printer)
Hire Purchase Agreements Act 1960 (N.S.W. Government Printer)
Partnership Act 1892 (N.S.W. Government Printer)
Real Property Act 1900 (N.S.W. Government Printer)
Sale of Goods Act 1923 (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.)
Boulter, N.—Workers Compensation Practice in N.S.W. (Law Book Co.)
Citrine, N. A.—Trade Union Law (Stevens)
Dey, J. F. & McKenzie, D. B.—An Outline of Industrial Law (Commonwealth and N.S.W.) (Law Book Co.)
Foenander, O. de R.—Industrial Conciliation and Arbitration in Australia (Law Book Co.)
Lane, P. H.—An Introduction to the Trade Practices Act, 1965 (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, R.—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)
Sykes, E. I.—The Employer, The Employer and the Law (Law Book Co.)

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

Data processing concepts: the evolution of data processing; unit-record equipment; computer hardware; computer software; planning for a computer; management of computers.

Systems theory and practice: systems concepts; integrated business systems; performing the systems study; systems cost analysis; real-time systems; human problems of systems; information retrieval systems.

Case studies will be used extensively throughout this course.

READING GUIDE

Awad, E.—Business Data Processing (Prentice-Hall)
Boutell, W.—Computer-Oriented Business Systems (Prentice-Hall)
Elliot, C. O. & Wasley, R. S.—Business Information Processing Systems (Irwin)
Hare, Van Court—Systems Analysis: A Diagnostic Approach (Harcourt, Brace & World)
Hein, L. W. (Ed.)—Contemporary Accounting and the Computer (Prentice-Hall)
*Optner, S. L.—Systems Analysis for Business Management (Prentice-Hall)
Pemberton, L. A. & Gibson, E. D.—Administrative Systems Management (Prentice-Hall)
Rosove, P. E.—Developing Computer-Based Information Systems (Wiley)
Schoderbek, P. P.—Management Systems (Wiley)
Systems and Procedures Association—Business Systems (Systems and Procedures Association)
(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 1965)

Eyre, S. R.—Vegetation and Soils (Arnold 1963)

Jones, E.—Human Geography (Chatto and Windus 1964)


Rose, J. A.—Patterns of Cities (Nelsons Australian Paperbacks) 1968

Gregory, S.—Statistical Methods and the Geographer (Longmans), 2nd Ed. 1969

Spencer, J. E. and Thomas, W. L.—Cultural Geography (Wiley 1969)


Fullard, H. and Darby, H.C.—The University Atlas George Philip and Son.

HISTORY I

The History of Western Civilisation

(Three hours per week, plus a weekly seminar, compulsory for full-time students, voluntary for part-time students).

A survey course designed to give students some knowledge of the main issues involved in the development of modern society, and to introduce them to some of the problems and techniques of historical interpretation with which they will be concerned in later courses. The course will be presented in three units: “The Problem of Political Organisation”; “The Dominant Intellectual, Cultural and Religious Themes”; and “The Problem of Livelihood”. Each unit will be treated as a separate whole, and will occupy roughly one term; each will cover the whole period from the Ancient World to the present day, although no attempt will be made to present a chronological narrative. The emphasis throughout will be upon significant issues, movements and ideas rather than upon mere dates and events.
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.

TEXTS

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

TEXTS:

Topic A—real analysis
Real Analysis A. J. White.

Topic B—complex analysis
Advanced Calculus (Chapter 9) W. Kaplan.

Topic C—calculus and vector calculus
Methods of Advanced Calculus P. Franklin.

Topic D—linear algebra
Linear Algebra A. Mary Tropper.

or

Linear Algebra S. Lipschutz.

Topic E—differential equations and integral transforms
Elementary Differential Equations and Boundary Value Problems (Chapters 3, 4, 5, 6, 7, 9) W. E. Boyce & R. C. DiPrima.

Topic F—numerical analysis and computing
Elementary Numerical Analysis S. D. Conte.
Interpolation and Allied Tables, H.M.S.O. 1956

Topic G—Fourier series, partial differential equations and special functions

Topic H—probability and statistics

Topic I—topic in statistics

Topic J—topic in applied mathematics
Cartesian Tensors N. O. Myklestad.

Topic K—topic in pure mathematics
The Theory of Groups I. D. Macdonald.

Topic L—topic in pure mathematics
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. A student who has passed Mathematics IIA prior to 1969 or Mathematics IIB may with the consent of the Head of Department make further substitutions in order to comply with Note 2 below.

MATHEMATICS IIB

A subject of four lectures and two tutorial hours per week for three terms comprising four topics chosen from A to H and approved by the Head of the Department. 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. Subject to the consent of the Head of the Department the combination G, I, K, L or some similar combination may be accepted in the case of students who passed Applied Mathematics IIA or IIB prior to 1969.

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 part II subjects a student must study all twelve topics and offer them for examination.

PSYCHOLOGY I

A course of three lectures, one one-hour practical session and one one-hour tutorial per week. The final examination consists of one three-hour paper 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.

TEXTBOOKS


OR


OR


OR


Additional texts will be recommended at the beginning of the course.
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 IIIA. 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 IIIA.

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.

All Candidates intending to select Commerce Statistics, Statistical Analysis I, or Econometrics as part of the second or third year Economics units, are asked to note the prerequisite arrangements shown at the end of the following list of subjects.

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*
    (b) Statistical Analysis I*
    (c) 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 it)

TWO OF:
(i) Industry Economics
(ii) Labour Economics

(iii) Monetary Economics (if not taken previously)
(iv) Commerce Statistics* (if not taken previously)
(v) 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 who has passed only Economics I and IIA and is currently enrolled in Economics IIIA only may be required to take an additional subject prescribed by the Head of the Department of Economics.
(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)

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

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

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.

PREREQUISITE SUBJECTS*

1. 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 the permission of the Head of the Department of Economics proceed directly to Commerce Statistics or Statistical Analysis I.

2. Commerce Statistics or Statistical Analysis I is a pre-requisite for Econometrics (in Economics IIIIB). Candidates who intend to select Econometrics are advised to enrol in Statistical Analysis I in Economics IIA or IIB.
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 IIIB**

Same as for Economics IIAT.

**ECONOMICS IIIC**

(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 IIIC only.

**ECONOMICS IIID**

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

TWO OF:

(i) Econometrics
(ii) Mathematical Economics
(iii) Seminars in Economic Theory and Problems (only if Economics IIIC has already been passed.)
(iv) History of Economic Thought, (only if Economics IIIC has already been passed.)
(v) Industry Economics or Labour Economics or Monetary Economics (if not taken previously).
(vi) Fluctuations and Growth, (only if Economics IIIC has already been passed.)
(vii) Commerce Statistics or Statistical Analysis II, (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. and 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 page 101).

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.
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.

* Refer, Policy in Relation to the Operation of Clause 9 (ii) of The Requirements for the Degree of Master of Commerce, page 116.

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 subjects studied or the dissertation.

11. The degree shall not be conferred on a full-time student before the lapse of six complete terms and on a part-time student before the lapse of nine 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.
POLICY IN RELATION TO THE OPERATION OF CLAUSE 9 (ii) OF THE REQUIREMENTS FOR THE DEGREE OF MASTER OF COMMERCE

1. In the normal case, a candidate who has satisfied the requirements for admission to the Bachelor of Commerce (Honours) degree in the University of Newcastle shall be permitted to proceed with his programme of research and thesis without having to undertake additional work.

2. In the normal case, a candidate who has satisfied the requirements for admission to the Bachelor of Commerce (Ordinary) degree in the University of Newcastle shall be required to satisfactorily complete not more than one additional full-time year's work or its equivalent.

3. In the case of a student whose programme extends over more than three terms, permission to proceed with his research and thesis shall be determined on completion of the first year of the programme specified by the Faculty Board.

4. Candidates who have graduated with a pass or ordinary degree from another university shall be required to satisfactorily complete a programme equivalent to that prescribed for Newcastle graduates, with the proviso that such a candidate may be required to complete additional work in order to undertake a particular research programme and thesis. An honours graduate from another university shall be permitted to proceed with a programme of research and thesis without having to undertake additional work unless it is essential to his particular programme.

REQUIREMENTS FOR THE DEGREE OF DOCTOR OF PHILOSOPHY

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

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

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

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

5. (i) A candidate shall, except in exceptional circumstances, to 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, vivá 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 postgraduate 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 101-103.
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 lectures in Fortran Programming for the University's IBM 1130 computer. The course should be of major interest to Honours students. Students enrolled in Accounting IIIB are also expected to enrol in this course.

FACULTY OF ECONOMICS AND COMMERCE

TIMETABLE 1970

ROOM LOCATION

SHORTLAND CAMPUS

Buildings
A — ARTS/ADMINISTRATION BUILDING
B — MAIN LECTURE THEATRE
G — CHEMISTRY BUILDING
H — SCIENCE LECTURE THEATRE

Floors
G — GROUND FLOOR
1 — FIRST FLOOR
LG — LOWER GROUND FLOOR

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

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**NOTE:**
(i) *It is likely that an alteration to the timetable will be necessary in respect of those subjects marked with an asterisk. Students should consult the departmental notice boards early in 1970.

(ii) Lectures in those subjects printed in bold face are the evening lectures in subjects in which both day and evening lectures are offered. Students are required to attend either the day or the evening lectures in these subjects.