GENERAL SECTION

CONSULT THE CALENDAR FOR:

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

CONTENTS

PRINCIPAL DATES 6
ACADEMIC STAFF 10
ADMINISTRATIVE STAFF 15
LIBRARY STAFF 18
THE UNIVERSITY OF NEWCASTLE 19
MATRICULATION 21
MATRICULATION 21
ADMISSION TO COURSES 22
PREREQUISITES 22
PROCEDURES 24
ENROLMENT 24
Admission to Undergraduate Course for First Time 24
Re-enrolling in Undergraduate Courses 25
Re-enrolling after Exclusion or Absence 25
Candidates for Postgraduate Diploma Courses 26
Candidates for Degree of Master, or Doctor of Philosophy 26
NON-ACCEPTANCE 27
LATE ENROLMENTS 27
"SHOW CAUSE" STUDENTS 27
UNIVERSITY SKILLS ASSESSMENT 27
ENROLMENT IN CORRECT SUBJECTS 28
WITHDRAWAL FROM COURSE OR SUBJECT REGARDED AS FAILURE 28
AMENDMENTS 29
HOW TO DOCUMENT WITHDRAWALS AND AMENDMENTS 29
CHANGE OF ADDRESS 30
IDENTITY CARDS 30
TRAVEL CONCESSIONS 31
LOST PROPERTY 32
FEES 33
GENERAL INFORMATION 33
DATES FOR PAYMENT OF FEES IN 1973 34
FAILURE TO PAY FEES 34
FEE ADJUSTMENTS 34
DESIGNATION OF STUDENTS 35
GENERAL SERVICES FEE 36
UNDERGRADUATE COURSE FEES 36
POSTGRADUATE DIPLOMA COURSE FEES 36
LATE FEES 36
OTHER FEES 37
CONTENTS (Continued)

FEES FOR MASTER'S DEGREE 37
FEES FOR DOCTOR OF PHILOSOPHY DEGREE 37
HIGHER DEGREE FEES 38

GENERAL REQUIREMENTS
   Academic Requirements 39
   Notices 39
   Notice Boards 39
   Attendance at Classes 39
   Ownership of Students' Work 40
   Student Identification 40
   Change of Address 41
   General Conduct 41
   Parking of Cars — Traffic Regulations 42

EXAMINATIONS
   ANNUAL EXAMINATIONS 44
   SPECIAL EXAMINATIONS 46
   DEFERRED EXAMINATIONS 46

ACADEMIC PROGRESS REQUIREMENTS
   UNSATISFACTORY PROGRESS 47
   SHOW CAUSE 48
   RE-ENROLMENT 49
   APPEAL AGAINST EXCLUSION 49

LIBRARY

UNIVERSITY SERVICES
   AMENITIES 51
   APPOINTMENTS OFFICE 52
   CHAPLAINCY SERVICE 54
   EDWARDS HALL 55
   OVERSEAS STUDENTS 56
   STUDENT LOAN FUND 56
   UNIVERSITY COUNSELLING SERVICE 57
   UNIVERSITY HEALTH SERVICE 58

UNIVERSITY ORGANISATIONS
   CONVOCATION 59
   NEWCASTLE UNIVERSITY UNION 61
   THE UNIVERSITY OF NEWCASTLE COMPANY 62
   THE UNIVERSITY OF NEWCASTLE SPORTS UNION 63
   THE UNIVERSITY OF NEWCASTLE STUDENTS' ASSOCIATION 64

CONTENTS (Continued)

FACTORY OF ECONOMICS & COMMERCE
INFORMATION FOR NEW UNDERGRADUATES 66

PROFESSIONAL RECOGNITION 67

ADVISORY PREREQUISITE FOR ENTRY TO THE FACULTY 68

STUDENT PARTICIPATION IN UNIVERSITY AFFAIRS 68

STUDENT ACADEMIC PROGRESS 68

NEWCASTLE UNIVERSITY SOCIETY OF ECONOMICS AND COMMERCE STUDENTS 69

REQUESTS FOR THE DEGREE OF
   Bachelor of Commerce 70
      Schedule A 72
      Schedule B 74
      Conditions for Granting of Standing 78
      Transitional Arrangements 80

SUBJECT OUTLINES AND READING LISTS
   DEPARTMENT OF ECONOMICS 83
   DEPARTMENT OF COMMERCE 100
   DEPARTMENT OF LEGAL STUDIES 126
   MAJOR SUBJECTS FROM OTHER FACULTIES 133

ECONOMICS FOR THE BACHELOR OF ARTS DEGREE 139

POSTGRADUATE COURSES

REQUESTS FOR THE DIPLOMA IN
   Business Studies 144
      Conditions for Granting of Standing 148
      Transitional Arrangements 149

REQUESTS FOR THE DEGREE OF
   Master of Commerce 150
   Doctor of Philosophy 154
   Doctor of Science 157

PROFESSIONAL ACCOUNTING STUDIES 158

EXTRA-CURRICULAR COURSES
   FORTRAN PROGRAMMING 159
PRINCIPAL DATES
1973

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

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

MARCH
16 Friday Graduation Day

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

MAY
12 Saturday FIRST TERM ends

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

JULY
9 Monday Last day for withdrawal without academic pen-
          alty from courses in all faculties, except half
          year subjects in the Faculty of Engineering.
          For information regarding fees payable on with-
          drawal refer to page 34.

AUGUST
11 Saturday SECOND TERM ends
PRINCIPAL DATES

SEPTEMBER

3 Monday  THIRD TERM begins
10 Monday  Last day for withdrawal without academic penalty from Type B subjects in the Faculty of Engineering.
14 Friday   Last day for payment of Third Term Fees without penalty.

OCTOBER

1 Monday   Public Holiday — Eight Hour Day
26 Friday  Third Term Lectures and other Classes cease

NOVEMBER

3 Saturday  THIRD TERM ends
24 Saturday Annual Examinations end

1974

JANUARY

14 Monday  Deferred Examinations begin
25 Friday  Deferred Examinations end

MARCH

4 Monday   FIRST TERM begins
FACULTY OF ECONOMICS AND COMMERCE

Dean
Professor M. O. Jager

Sub-Dean
Mr. W. C. Dunlop

ECONOMICS

Professors
B. L. Johns, M.A.(Cambridge)
(Head of Department)
C. A. Tisdell, B.Com.(New South Wales),
Ph.D.(Australian National)

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

Senior Lecturers
I. J. Fairbairn, M.A.(Washington), Ph.D.(Australian National)
W. J. Sheehan, B.Ec.(Sydney), M.A.
P. W. Sherwood, B.Com.(London)

Lecturers
C. J. Aislabie, M.Ec.(Sydney), Ph.D.(London)
I. C. de Castro Lopo, M.A.(Wisconsin)
N. J. Dickinson, B.Com.(New South Wales)
W. C. Dunlop, B.A.(Auckland)
P. C. Ip, B.S.(Illinois), Ph.D.(Western Ontario)
S. N. Jacobi, A.B.(Princeton), M.A.(South Carolina)
G. R. Keating, M.Ec.(New England)
J. D. Stanford, B.Econ.(Queensland)
V. G. Taylor, B.Ec.(Monash)
B. A. Twohill, B.A.

Senior Tutors
I. J. Holmes, B.Com.
R. I. McStocker, B.Sc.(Econ.) (Hull)
P. J. Stanton, M.A., Dip.Ed.(Sydney)

Part-time Tutors
C. J. Bowers, B.Com.
E. F. Chalkley, B.A.
Lorraine Corner, M.Ec.(Sydney)
Moira T. Gordon, B.A.(Sydney)
B. Gray, B.A.
Margaret A. Jensen, B.A.(New England)
D. K. Macdonald, B.A.
A. H. Norton, B.Com.(New South Wales)
E. Phillis, B.A.
J. F. Stokes, B.A.
COMMERCCE

Professor
M. O. Jager, B.Com.(Melbourne), A.A.S.A., A.C.A.A.
(Head of Department)

Associate Professor

Senior Lecturers
E. J. Burke, B.Com.(New South Wales), A.A.S.A.
R. W. Gibbins, B. Com.(Queensland), A.C.A.
R. B. Taylor, B.Com., Dip.Pub Ad.(Sydney),
A.A.S.A.(Senior)

Lecturers
J. C. Dyer, B.S., B.A.(Rockhurst), M.S.(Kansas), A.A.S.A.
M.B.A.(Nevada)
G. L. Harrison, B.Com., A.A.S.A.
D. S. Karpin, B.Com.(New South Wales), A.A.S.A.
D. J. McKee, B.Ec.(Sydney), A.A.S.A.
G. F. Rooney, B.Com., A.A.S.A.(Senior)

Senior Tutors
B. P. O'Shea, B.Com.(New South Wales)
I. G. Wallschutzky, B.Com.
Y. L. Yousef, B.Com.(Ein Shams), M.B.A.(New York),
H.Dip.Man., H.Dip.Mark.,
H.Dip.Cot & St. Exch.(Ein Shams),
H.Dip.Tax(Alexandria)

Part-time Tutors
O. S. Armstrong, B.Com.
Ellen M. Braye, B.Com.
L. A. Brien, B.Com.
L. J. Caldwell, B.Com., A.A.S.A.(Senior), A.C.I.S.
P. R. Dodd, B.Com., Dip.Ed.
K. M. Graham, B.Com., A.A.S.A., A.C.I.S.
E. Hokin, B.Com., A.A.S.A., A.C.I.S.
G. J. Leonard, B.Com., A.C.A.
H. Lunney, A.A.S.A., A.C.I.S.
G. T. McCosker, B.Com.
H. S. McKensey, B.Com., A.C.A.
G. Mitchell, B.Com., A.A.S.A., A.C.I.S.
R. Rahman, B.Com.
D. R. Zimmerman, B.Com.
LEGAL STUDIES

Professor
K. E. Lindgren, B.A. (New South Wales), LL.B. (London), M.A., Ph.D.

Lecturers
D. M. Creed, B.A., LL.B. (Australian National)
C. S. Enright, LL.B. (Sydney), B.A.

Senior Tutor
K. W. Hale, B.A. (Queensland)

Part-time Tutors
A. B. Mitchell, Solicitor (New South Wales)
T. Presbury, LL.B. (Sydney)
R. N. Watterson, LL.B. (Sydney)

ADMINISTRATIVE STAFF

Vice-Chancellor and Principal

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

Deputy Vice-Chancellor

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

BURSAR'S DIVISION

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

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

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

Assistant Bursar — Staff
R. J. Goodbody
ADMINISTRATIVE STAFF

SECRETARY'S DIVISION

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

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

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

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

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

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

PLANNER'S DIVISION

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

Assistant Planner

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

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

Staff Engineer

UNIVERSITY COUNSELLING SERVICE

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

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

APPOINTMENTS OFFICE

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

COMPUTER CENTRE

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

Programmers
M. Capek
A. L. Tay, B.App.Sc.(Adelaide)
M. Wiseman, B.Sc.(Adelaide)

EDWARDS HALL

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

University Librarian

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

Assistant University Librarian (Technical Services)

M. Elizabeth Guilford, B.A.(New England), A.L.A.A.

Assistant University Librarian (Reader Services)

Joan E. Murray, B.A.(New England), A.L.A.A.

Assistant University Librarian (Acquisitions)

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

Assistant University Librarian (Serials)

B. Mitcheson, B.A., A.L.A.A.

Assistant Librarians

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

Graduate Library Staff

L. Faidiga, B.A.
M. Fauchon, B.A.
Barbara E. Samojluk, B.A.
Jennifer M. Scobie, B.A., Dip.Ed.(Sydney)

THE UNIVERSITY OF NEWCASTLE

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

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

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

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

THE UNIVERSITY OF NEWCASTLE

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

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

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:

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

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

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

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

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

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

By-law 5.3 — Admission to Courses

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

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

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

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

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

PREREQUISITES

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

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

ENROLMENT

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

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

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

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

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

(b) 5.00 p.m. on Friday, 19 January, 1973, in the case of:
- Persons Resident in Australia who
  (i) are seeking admission on the basis of the results of examinations taken after 30 September, 1972;
  (ii) in 1972 have been enrolled in another Australian University;
  or
  (iii) have applied to attempt the University of Sydney Matriculation Examination in February, 1973.

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

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

PERSONS RE-ENROLLING IN UNDERGRADUATE COURSES

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

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

Approval of Re-Enrolment

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

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

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

CANDIDATES FOR POSTGRADUATE DIPLOMA COURSES

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

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

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

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

Candidates Re-Enrolling

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

Candidates Registering for the First Time

Doctor of Philosophy or Research Master’s Candidate

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

Dates by which Applications to Register must be Lodged

- Friday, 26 January, 1973
- Friday, 4 May, 1973
- Friday, 3 August, 1973

Course Work Master’s Candidates

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

NON-ACCEPTANCE

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

LATE ENROLMENTS

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

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

(iii) Deferred Examinations

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

“SHOW CAUSE” STUDENTS

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

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

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

UNIVERSITY SKILLS ASSESSMENT

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

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

WITHDRAWAL FROM COURSE OR SUBJECT REGARDED AS FAILURE

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

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

All Faculties except the Faculty of Engineering
Sixth Monday in Second Term

Faculty of Engineering
Type A Subjects
Eighth Monday in First Term
Type AB Subjects
Sixth Monday in Second Term
Type B Subjects
Second Monday in Third Term.

AMENDMENTS

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

A student must formally apply for permission to do any of the following:
(a) completely withdraw from course
(b) withdraw from a subject or subjects
(c) substitute one subject for another
(d) add a subject to existing programme
(e) transfer from F/T to P/T within degree course
(f) transfer from P/T to F/T within degree course
(g) transfer from one degree course to another
(h) transfer from a degree course in one Faculty to a degree course in another Faculty

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

NOTES

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

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

HOW TO DOCUMENT WITHDRAWALS AND AMENDMENTS

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

It is essential that students notify the Student Administration of variations in their courses promptly. 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 Form.

Variation Forms are available from the Student Administration Office.
PROCEDURES

CHANGE OF ADDRESS

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

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

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

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

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

IDENTITY CARDS

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

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

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

Loss of Identity Card

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

Return of Identity Card

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

PROCEDURES

Non-Degree Students and Identity Card

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

TRAVEL CONCESSIONS

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

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

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

OMNIBUS — Concessions are available to:

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

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

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

TRAIN —

(a) Periodical tickets are available during term to full-time students not in employment nor in receipt of any remuneration.
(b) Daily concession fare tickets are available to part-time students, whether employed or otherwise, for the purpose of travelling to and from classes held in connection with their course of instruction.
(c) Vacation travel concessions are available to students qualifying under (a) above.
PROCEDURES

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

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

FEES

GENERAL INFORMATION

COMPLETION OF ENROLMENT
Fees are determined by the University Council and are subject to alteration without notice.
Enrolment is not effective until fees for the course in which the student has enrolled, are paid. Fees should be paid on or before Tuesday, 20 February, 1973. After that, a late fee will apply. Enrolments will not be accepted after 31 March, 1973 without the Secretary's special written approval. This will be given only in exceptional circumstances.
Payment of fees by mail is encouraged. Money Orders should be made payable at the Newcastle University Post Office, 2308. The Cashier's Office is located on the first floor of the Administration Building. A continuous service will apply from 9.00 a.m. to 4.30 p.m. Monday to Friday throughout the year with the exception of vacation periods when the Cashier's Office will be closed between 12.30 p.m. and 1.30 p.m.
Any alterations to the Cashier's hours during enrolment periods will be published in the press and displayed on selected University notice boards.

PAYMENT OF FEES BY TERM
The Entrance Fee and General Services Fee must be paid in full at the time of enrolment. However, students may pay Course Fees by the term, in which case they are required to pay First Term Course Fees and the whole of the General Services Fee by the due date.
Students paying fees under this arrangement will receive accounts for Second and Third Term fees prior to the commencement of these terms.

EXTENSION OF TIME IN WHICH TO PAY FEES
Students who are unable to pay fees by the prescribed date may in exceptional circumstances be granted an extension of time in which to pay fees. Application must be made to the Vice-Principal and special forms are available for this purpose. Completed forms must be forwarded to the Vice-Principal's Office before Wednesday, 14 February, 1973.
SCHOLARSHIP HOLDERS AND SPONSORED STUDENTS

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

DATES FOR PAYMENT OF FEES IN 1973

<table>
<thead>
<tr>
<th>Term</th>
<th>Fees payable before or on</th>
<th>* Late Payment Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRST TERM</td>
<td>$8.00 payable on and after</td>
<td>$14.00 payable on and after</td>
</tr>
<tr>
<td>Tuesday</td>
<td>Wednesday</td>
<td>Thursday March 29</td>
</tr>
<tr>
<td>February 20</td>
<td>February 21</td>
<td>March 29</td>
</tr>
<tr>
<td>SECOND TERM</td>
<td>Friday</td>
<td>Monday June 18</td>
</tr>
<tr>
<td>June 15</td>
<td>Monday</td>
<td>Monday July 2</td>
</tr>
<tr>
<td>THIRD TERM</td>
<td>Friday</td>
<td>Monday September 17</td>
</tr>
<tr>
<td>September 14</td>
<td>Tuesday</td>
<td>October 2</td>
</tr>
</tbody>
</table>

* Refer to page 36 for other Late Fees

FAILURE TO PAY FEES

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

FEES ADJUSTMENTS

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

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

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

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

DESIGNATION OF STUDENTS

FULL-TIME STUDENTS

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

PART-TIME STUDENTS

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

NON-DEGREE STUDENTS

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

All fees are subject to variation without notice.

GENERAL SERVICES FEE

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

(b) Non-Degree Student
Payment of the General Services Fee by a non-degree student is optional. A non-degree student cannot elect to pay portion of this fee.

UNDERGRADUATE COURSE FEES

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

PART-TIME

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

POSTGRADUATE DIPLOMA COURSE FEES

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

LATE FEES

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

FEES

(e) Late payment fee where an application to sit for examination is accepted after closing date 6
Late fees in accordance with (a) and (b) above are also applicable where a student has been granted an extension of time in which to pay fees and fails to pay these fees by the prescribed date.

OTHER FEES

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

FEES FOR THE DEGREE OF MASTER

(a) Research and Thesis
Registration Fee 6
Course & Supervision Fee (full-time) 216 p.a.
Course & Supervision Fee (part-time) 144 p.a.
Final Examination & Graduation Fee 42

(b) Course Work and Dissertation or Formal Study Courses
Registration Fee 6
Course & Supervision Fee (full-time) 384 p.a.
Course & Supervision Fee (part-time) 231 p.a.
Final Examination & Graduation Fee 42

FEES FOR THE DEGREE OF DOCTOR OF PHILOSOPHY

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

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

HIGHER DEGREE FEES

Course and Supervision Fee

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

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

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

General Services Fee

Higher Degree candidates are required to pay the General Services Fee (see page 36). Where a Higher Degree candidate’s enrolment is effective from first or second term, the General Services Fee covers a period of registration from the first day of the term to the Friday immediately preceding the first day of first term in the following academic year. Where a Higher Degree candidate enrolls on or after the first day of third term, the General Services Fee paid will cover liability in respect of this fee to the end of the long vacation following the next academic year.

Submission and Re-submission of Thesis

Fees apply to the date of submission of a thesis.

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

GENERAL REQUIREMENTS

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

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

ACADEMIC REQUIREMENTS

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

NOTICES

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

NOTICE BOARDS

EXAMINATIONS

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

STUDENT MATTERS GENERALLY

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

ATTENDANCE AT CLASSES

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

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

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

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

OWNERSHIP OF STUDENTS WORK

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

STUDENT IDENTIFICATION

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

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

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

Loss of Identity Card

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

Return of Identity Card

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

GENERAL REQUIREMENTS

CHANGE OF ADDRESS

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

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

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

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

GENERAL CONDUCT

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

Students are expected to conduct themselves at all times in a seemly fashion. Smoking is not permitted during lectures, in examination rooms or in the University Library. Gambling is forbidden.

Members of the academic staff of the University, senior administrative officers, and other persons authorised for the purpose have authority, and it is their duty, to check and report on disorderly or improper conduct occurring in the University.
GENERAL REQUIREMENTS

PARKING OF CARS

TRAFFIC REGULATIONS

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

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

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

4. A person in charge of a vehicle entering or upon any part of the site shall:
   (a) Stop his vehicle at any manned control point or any other part of the site when signalled to do so by a Patrol Attendant.
   (b) Give to any such officer such information as he may reasonably require.
   (c) Obey any direction a Patrol Attendant may reasonably give in relation to the driving or parking of such vehicle.
   (d) Not drive at a speed greater than 20 m.p.h. or such speed limit as may be indicated by an appropriate sign for that section of road or part of the site.
   (e) Not commit or do any act which would be a breach of any Act or regulation of the State of New South Wales if he were driving or in charge of a vehicle upon a public road.
   (f) Not drive or park a vehicle on any lawn, grassed area, oval, garden, builders access road or undeveloped area of the site.
   (g) Comply with all other directions related to traffic indicated by appropriate signs installed on the site.

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

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

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

NOTE

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

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

ANNUAL EXAMINATIONS

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

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

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

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

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

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

(d) No candidate shall be admitted to an examination after thirty minutes from the time for the commencement of the examination.
(e) No candidate shall be permitted to leave the examination room before the expiry of thirty minutes from the commencement of the examination.
(f) No candidate shall be re-admitted to the examination room after he has left it unless during the full period of his absence he has been under approved supervision.
(g) A candidate shall not by any improper means obtain or endeavour to obtain assistance in his work, give or endeavour to give assistance to any other candidate, or commit any breach of good order.
(h) Smoking is not permitted during the course of an examination.
(i) A candidate who commits any infringement of the rules governing examinations is liable to disqualification at the particular examination and if detected at the time, to immediate expulsion from the examination room, and is liable to such further penalty as may be determined.

FURTHER EXAMINATIONS

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

EXAMINATION RESULTS

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

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

SPECIAL EXAMINATIONS

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

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

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

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

DEFERRED EXAMINATIONS

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

ACADEMIC PROGRESS REQUIREMENTS

GENERAL

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

BY-LAWS

By-law 5.4.1 — Unsatisfactory Progress

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

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

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

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

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

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

(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 take the appropriate action should he wish to re-enrol. Such a student must lodge his "Show Cause" statement and completed re-enrolment form by the date prescribed each year to ensure consideration of his case.
THE LIBRARY

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

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

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

HOURS OF OPENING

During academic year

Monday-Friday 8.30 a.m to 10.00 p.m.
(long vacation excepted)

Saturday and Public Holidays 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)

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

During long vacation

Monday, Wednesday, Friday 9.00 a.m. to 5.00 p.m.
Tuesday, Thursday 9.00 a.m. to 7.00 p.m.

UNIVERSITY SERVICES

AMENITIES

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

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

SPORT

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

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

ACCOMMODATION

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

INSURANCE

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

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

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

Careers Library
- A section of the Careers Library will contain books, periodicals, articles, etc. giving general information on various professional occupations.
- Information is being assembled about the manpower requirements of numerous employers — types of graduates needed, educational qualifications for appointment, experience gained, prospects etc.
- Professional associations are being approached to supply information about the activities of their bodies, conditions of membership and application forms.

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

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

Employment Vacancies
- Some Government Departments inform the University on a regular basis of vacancies within their organizations, other employers only as specific vacancies occur.
  - The 'Positions Vacant' columns of a major local newspaper are always on hand.
CHAPLAINCY SERVICE

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

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

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

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

NAMES AND ADDRESSES OF CHAPLAINS

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

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

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

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

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

EDWARDS HALL

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

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

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

Warden

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

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

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

Overseas Student Adviser
Mrs. Robin Loftus, B.A. (Adelaide)

STUDENT LOAN FUND

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

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

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

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

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

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

UNIVERSITY COUNSELLING SERVICE

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

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

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

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

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

STUDY AT THE UNIVERSITY LEVEL

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

LOCATION

The Secretary to the University Counselling Service and two Counsellors are located in the Administration Building (Room G75 — entrance at the N.W. end of building). It is generally most satisfactory for students, both full-time and part-time, to make appointments through the U.C.S. Secretary. Counsellors are available for evening appointments.
UNIVERSITY SERVICES

UNIVERSITY COUNSELLING SERVICE STAFF

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

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

Secretary — Mrs. Joy Hoesli
Stenographer — Mrs. Vicki Lloyd

UNIVERSITY HEALTH SERVICE

Pending the establishment of a Health Centre, an interim service, located in the Union, functions during term time. The medical officer, Dr. John Raschke attends each Tuesday and Thursday morning and qualified nurses are on duty on the other days.

The service, which is free, is essentially diagnostic and does not undertake continuing treatments.

UNIVERSITY ORGANISATIONS

CONVOCATION

Convocation provides an opportunity for graduates to maintain a positive interest and influence in University affairs. It has the right to discuss and to pronounce an opinion on any matter relating to the University, and to communicate directly with the Council or Senate of its own volition or at the request of either body.

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

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

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

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

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

Five members of the University Council are elected by Convocation.

OFFICE BEARERS

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

Secretary — Miss F. M. Burns, B.A.

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

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

Standing Committee Members — Mr. J. W. Armstrong, B.A.

Mr. C. J. A. Cornelius, B.Com.

Professor E. O. Hall,
M.Sc. (New Zealand),
Ph.D. (Cambridge), F.Inst.P.,
M.Aus.I.M.M.,
F.I.M. (London), F.A.I.P.,
F.R.S.A.

Mrs. E. G. Hamilton,
B.A. (New South Wales)

Mr. K. G. Hoffman,
B.Arch. (New South Wales)

Mr. P. A. Marquet, B.A. (Sydney),

Mr. K. J. Moss, B.E.

Dr. P. N. Richards, B.E. (Met.),
M.E., D.App.Sc. (Melbourne)

Dr. N. Rutherford,
B.A. (New South Wales),
Ph.D. (Australian National)

Mr. I. A. Sara, B.Arch.
THE UNIVERSITY OF NEWCASTLE COMPANY

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

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

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

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

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

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

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

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

OFFICERS AND STAFF

Officer Commanding — Capt. D. Levenspiel
Full-time Staff — W02 M. Grovenor
S/Sgt. P. Toohey

THE UNIVERSITY OF NEWCASTLE
SPORTS UNION

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

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

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

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

Secretary — Miss C. F. Clarke, B.A.

Amenities Officer — Mr. H. Bradford
UNIVERSITY ORGANISATIONS

THE UNIVERSITY OF NEWCASTLE STUDENTS' ASSOCIATION

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

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

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

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

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

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

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

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

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

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

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

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

President — Mrs. Anne Kumm

Secretary — Mr. M. Pavlovic
FACULTY OF ECONOMICS AND COMMERCE

INFORMATION FOR NEW UNDERGRADUATES

Students entering the University for the first time may find some of the arrangements different from anything experienced hitherto. However 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 following reference books will be useful — (1) the University Calendar; this contains all the formal information about the by-laws and regulations governing courses and general organisation; and (2) the Faculty Handbooks: these are issued by each Faculty and provide information about degree and subject requirements. Some subjects (e.g., Mathematics, Economics, Psychology) may 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.

It will be noted that students are free to select from an extensive range of subjects offered in the Faculty of Economics and Commerce and in other Faculties of the University provided the constraints and prerequisite conditions stipulated in the Degree requirements are complied with. Advice regarding the degree structure will be issued to students before enrolment, and provision will be made for academic advice to be available to students throughout their course.

Many students do not finally decide their chosen field of interest until after the first year of full-time study or the first two stages of part-time study. However, all students have to make a choice of subjects in their first year or stages, and the choice should be made in the light of the probable direction of their later interests and studies. In particular students who expect to pursue an interest in Industrial Relations should consider including Psychology I and Legal Studies I in their programme for Year I or Stage 1 or 2. Students who intend to pursue an interest in Accounting are also advised to enrol in Legal Studies I in their first full-time year or in either the first or second stage of part-time study.

In order to graduate with a Bachelor of Commerce degree, all students have to pass the four subjects Economics IE, Economic Statistics I, Accounting I and Economics II E. It is necessary to pass Economics IE before enrolling in any other Economics subject with the exception of Economic History I and Economic Statistics I. A pass in Accounting I is a general prerequisite for subsequent Accounting subjects.

For part-time students a significant feature of the degree requirements is the number of subjects to be attempted each year. Attention is drawn particularly to condition 6 of the Schedule A of the Requirements (see page 72), the effect of which is to limit the number of subjects which may normally be taken by a part-time student to a maximum of three in each year, not more than two of these subjects being from Group C.

It would be generally unwise 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 may have to seek special permission to withdraw from a subject if it is not to be recorded as a failure. Where students feel that their time does not permit a full subject load for a year they are advised to limit their enrolment to a smaller number of subjects. Part-time students who are unable to attend the University during the day are especially advised that they are expected to plan for a minimum of six years for the part-time degree course.

Students requiring advice should seek help from members of the Faculty or the Senior Student Counsellor, Mr. A. T. P. Loftus. Enquiries about enrolment procedures should be directed to the Faculty Secretary, Mr. T. G. Chapman, or to the Sub-Dean.

PROFESSIONAL RECOGNITION

The Australian Society of Accountants will exempt from the qualifying examination of the Society graduates of the University of Newcastle who hold the Bachelor of Commerce degree and who have included certain specified subjects in their degree programme. The Institute of Chartered Accountants in Australia and the Institute of Chartered Secretaries and Administrators also grant exemption from certain examinations for passes in particular subjects in the degree course or in the Diploma of Business Studies.

Registration as a registered public accountant under the Public Accountants Registration Act, 1945 (N.S.W.) is also available to graduates who have included specified subjects in their Bachelor of Commerce degree programme.

Examination requirements for advancement to Senior Associate status in the Australian Society of Accountants may be satisfied by including certain subjects in the Diploma in Business Studies, the Bachelor of Commerce (Honours) degree or the Master of Commerce.

Particulars of these various exemptions are set out on notice boards in the Department of Commerce.

Further enquiries and eventual applications for exemption should be directed to the professional associations concerned.
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 that a pass in Mathematics at the New South Wales Higher School Certificate Examination at least at the second level of the short course or an examination at an equivalent standard in Mathematics is advisable.

Candidates should note that there is no other advisory prerequisite for entry to the Faculty of Economics and Commerce. It is not necessary for candidates applying for entry to have previously studied either Economics or Accounting.

STUDENT PARTICIPATION IN UNIVERSITY AFFAIRS

In 1973 provision will be made for students to be elected as representatives to departmental meetings in the Departments of Economics, Commerce, and Legal Studies, to the Faculty Board, Faculty of Economics and Commerce as well as to other University Bodies. This representation is expected to facilitate decision making in areas with which students are intimately concerned.

STUDENT ACADEMIC PROGRESS

All students are reminded of the need to maintain satisfactory progress and in particular attention is drawn to By-laws 5.4.1 and 5.4.2 (refer page 47 of this Handbook).

In particular students entering their first year of study should bear in mind that, quite apart from being required to meet the terms of By-law 5.4.2.1., the Faculty Board, in terms of By-law 5.4.1.2., requires that at least one subject be passed at the end of the first year of full-time attendance or the first two years of attendance as a part-time student.

For the purpose of the operation of By-law 5.4.2.2., the Faculty Board has determined that four subjects shall be passed by the end of two years full-time attendance or the first four years of part-time attendance.

Students who do not meet these provisions will be recommended to the Admissions Committee for exclusion. Such students will have an opportunity to present a case why they should not be excluded.
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. The degree of Bachelor of Commerce may be conferred as an ordinary degree or as an honours degree.

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. Except in Accounting IV and Economics IV, 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 or course only by informing the Secretary to the University in writing and that the withdrawal shall take effect from the date of receipt of such notification.

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

6. A graduate or an undergraduate of another University, University College or other Faculty of the University may be granted 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. The minimum time for a course qualifying for an ordinary degree is three years except in those cases where candidates are granted standing.

* Refer to Conditions for Granting of Standing to Graduates of other Universities, University Colleges and Faculties.

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 course and not more than eight years in the case of the part-time course from the date of first enrolment in the Faculty. The Faculty Board may vary these provisions.

(b) Honours shall be awarded in:

(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) Applicants for admission as candidates for honours shall apply to the Head of the Department concerned at the commencement of their second year of full-time studies or their third year of part-time studies, except that the Faculty Board, on the recommendation of the Head of the Department concerned, may admit a candidate at some later year of enrolment in the degree programme.

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

11. (a) To qualify for the degree a candidate shall pass the subjects selected in conformity with the conditions set out in Schedule A to these Requirements.

(b) The qualifying subjects for the degree shall be those listed in Schedule B to these Requirements.

12. In order to provide for exceptional circumstances arising in particular cases, the Senate, on the recommendation of the Faculty Board, may relax any requirement.
REQUIREMENTS FOR THE DEGREE OF
BACHELOR OF COMMERCE

SCHEDULE A

CONDITIONS GOVERNING SELECTION OF SUBJECTS

THE ORDINARY DEGREE

To qualify for the award of a Bachelor of Commerce Degree a candidate shall pass not fewer than 13 subjects selected in accordance with the following conditions:
1. Economics IIE, Economic Statistics I, Accounting I and Economics IIIE are compulsory;
2. Not more than 5 subjects may be selected from the approved Group A subjects;
3. Not fewer than 3 subjects shall be selected from the approved Group C subjects;
4. Except with the approval of the Dean a full-time student may not enrol in more than 5 subjects in any one year of the ordinary degree course;
5. Except with the approval of the Dean a full-time student may not enrol in any one year to study in more than 4 subjects when the programme for that year includes 3 subjects from Group C;
6. Except with the approval of the Dean a part-time student may not enrol in any one year of study in more than 2 subjects from Group C or in more than 3 subjects in total, in the ordinary degree course.

THE HONOURS DEGREE — ECONOMICS

A candidate for an honours degree shall:
(a) complete all the requirements for the ordinary Bachelor of Commerce Degree before enrolling in Economics IV;
(b) pass Economic Statistics II or Statistical Analysis before enrolling in Economics IV;
(c) before enrolling in Economics IV, complete such additional work as the Head of the Department of Economics may prescribe;
(d) pass Economics IIIIE before enrolling in Economics IV;
(e) pass Economics IV.

THE HONOURS DEGREE — ACCOUNTING

A candidate for an honours degree shall:
(a) complete all the requirements for the ordinary Bachelor of Commerce Degree before enrolling in Accounting IV*;
(b) select both Accounting IIA and Accounting IIIB;
(c) pass Accounting Seminar I and Accounting Seminar II;
(d) select either Accounting IIIA or Accounting IIIB, he may not select both;
(e) pass Accounting IV.

A candidate for honours in Accounting is advised to select in either Year I or Year II, Philosophy I as the approved Arts/Science subject.

* A part-time candidate for honours in Accounting may be permitted to undertake Preliminary Studies for Accounting IV prior to completing all the requirements for the ordinary Bachelor of Commerce degree.
SCHEDULE B

SUBJECTS

GROUP A

Accounting I
Economics IE
Economic History I
Economic Statistics I
Legal Studies I
Mathematics I
One approved Arts/Science subject

GROUP B

Accounting IIA
Accounting IIB
Economics IIE
Economics IIF
Economic Statistics II or Statistical Analysis
Labour Economics
Legal Studies II
Management Studies
One approved Arts/Science/Mathematics subject taken at part/Group 2 level

GROUP C

Accounting IIIA
Accounting IIIB
*Auditing
Economics IIIE
Economics IIIF
Economics IIIIG
Econometrics I
*Financial Management
Labour Relations
Legal Studies III or Industrial Law
*Marketing
*Quantitative Methods
*Securities Analysis
*Sociological Aspects of Management
*Taxation
One approved Arts/Science/Mathematics subject taken at part/Group 3 level

* For the purpose of satisfying the conditions in Schedule A the subjects in Group C indicated by an asterisk shall each count as a half-subject.

Note: Not all subjects listed in Schedule B will necessarily be offered in any one year.

PREREQUISITE CONDITIONS

Before enrolling in any subject listed in the left hand column below, a candidate shall have passed the subjects listed as prerequisites.

<table>
<thead>
<tr>
<th>Subject</th>
<th>Prerequisite</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting IIA</td>
<td>Accounting I</td>
</tr>
<tr>
<td>Accounting IIB</td>
<td>Accounting I</td>
</tr>
<tr>
<td>Accounting IIIA</td>
<td>Accounting IIA</td>
</tr>
<tr>
<td>Accounting IIIB</td>
<td>Accounting IIB</td>
</tr>
<tr>
<td>Auditing</td>
<td>*Accounting IIA</td>
</tr>
<tr>
<td>Econometrics I</td>
<td>Economic Statistics II or Statistical Analysis</td>
</tr>
<tr>
<td>Economics IIE</td>
<td>Economics IE</td>
</tr>
<tr>
<td>Economics IIF</td>
<td>Economics IIE</td>
</tr>
<tr>
<td>Economics IIIE</td>
<td>Economics IIF</td>
</tr>
<tr>
<td>Economics IIIIF</td>
<td>Economics IIF</td>
</tr>
<tr>
<td>Economics IIIIG</td>
<td>Economics IIF</td>
</tr>
<tr>
<td>Economic Statistics II</td>
<td>Economic Statistics I</td>
</tr>
<tr>
<td>Labour Economics</td>
<td>Economics I</td>
</tr>
<tr>
<td>Legal Studies II</td>
<td>Labour Economics</td>
</tr>
<tr>
<td>Management Studies</td>
<td>*Legal Studies II</td>
</tr>
<tr>
<td>Marketing</td>
<td>*Management Studies</td>
</tr>
<tr>
<td>Quantitative Methods</td>
<td>*Management Studies</td>
</tr>
<tr>
<td>Sociological Aspects of Management</td>
<td>*Management Studies</td>
</tr>
</tbody>
</table>

* A candidate who has not fulfilled the prerequisite requirements may, on the recommendation of the Head of the Department of Commerce, be permitted by the Dean to enrol concurrently in the prerequisite subject.

Notes

1. A candidate intending to proceed to Econometrics I is advised to take Statistical Analysis.
2. A candidate wishing to take Mathematical Economics must have his entry approved by the Head of the Department of Economics.
3. A candidate who has passed or who is currently enrolled in Economic Statistics II or Statistical Analysis may not enrol in Quantitative Methods.
CONTENT OF ECONOMICS SUBJECTS

The following Economics subjects listed in Groups A, B and C comprise the units stated below:

Economics IIE — Microeconomics
Economics IIIE — Macroeconomics
Economics IIIIE — two of: (i) Public Economics
(ii) International Economics
(iii) Growth and Development

Economics IIF — Industry Economics or Money and Banking
Economics IIIIF — If not already passed or concurrently taken as part of another subject, any
two of: (i) Theory of Economic Policy
(ii) History of Economic Thought
(iii) Public Economics
or
International Economics
or
Growth and Development
(iv) Mathematical Economics
(v) Industry Economics
(vi) Computer Applications and Systems

Economics IIIIG — If not already passed or concurrently taken as part of another subject, any
two of: (i) Theory of Economic Policy
(ii) History of Economic Thought
(iii) Mathematical Economics
(iv) Computer Applications and Systems

CONTENT OF SUBJECTS FROM OTHER FACULTIES
(ARTS/SCIENCE/MATHEMATICS SUBJECTS)

Provision is made in the degree Requirements for students to attempt approved Arts or Science or Mathematics subjects. Such subjects are those offered for the degrees of Bachelor of Arts or Bachelor of Science or Bachelor of Mathematics, 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 Geology
Classics German
Education History
Engineering Mathematics
English Philosophy
French Physics
Geography Psychology

An outline of the content of the appropriate subjects may be obtained from the handbooks of the Faculty of Arts, Science, Mathematics and Engineering.
CONDITIONS FOR THE GRANTING OF STANDING TO
UNDERGRADUATES AND GRADUATES OF OTHER
UNIVERSITIES, UNIVERSITY COLLEGES AND FACULTIES

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

UNDERGRADUATES

1. The Faculty Board may grant standing to an undergraduate of another
University, University College or other Faculty of the University in
recognition of any subject passed in such other University, University
College or Faculty on the following conditions:
   a) the subject for which standing is granted shall have a reasonable
      correspondence with a subject included in the Bachelor of Commerce
      Degree programme of the University;
   b) Such an undergraduate shall not receive standing in more than six
      subjects, save that in the case of an undergraduate transferring from
      another Faculty in the University of Newcastle, he may be allowed
      standing for additional subjects in the B.Com. degree course if these
      subjects are equivalent to subjects already passed in the other Faculty.
   c) such an undergraduate shall not include in his programme for the
      degree of Bachelor of Commerce any subject which is substantially
      equivalent to one he has previously passed and for which standing
      has not been granted.

2. Notwithstanding the provision of section 1(a), an undergraduate of
another University, University College or Faculty of the University may
be granted standing for a subject not included in the Bachelor of Commerce
Degree programme of the University, provided that:
   a) he complies with sections 1(b) and 1(c);
   b) he has his proposed course approved by the Faculty Board at the
time the concession is granted; and
   c) he does not depart from his approved course without the permission
      of the Faculty Board.

3. The Faculty Board may grant standing to an undergraduate of the
Faculty of Economics and Commerce of the University of Newcastle
in recognition of any subject passed at another University or University
College subsequent to the undergraduate's matriculation to the University
of Newcastle on the following conditions:
   a) the subject for which standing is granted shall have a reasonable
      correspondence with a subject included in the Bachelor of Commerce
      Degree programme of the University;
   b) standing shall not be granted for more than five subjects.

   * See page 79.

4. Notwithstanding the provision of section 3(a), standing may be granted
for not more than two subjects not included in the Bachelor of Com­
merce Degree programme of the University.

* An undergraduate wishing to obtain the benefit of these sections must
apply to the Dean in writing for approval of a proposed programme
before enrolling at the other University or University College. The student
must supply full details of the proposed programme. The Dean will
consult Heads of Departments about individual subjects and prepare a
submission for the Faculty Board. The Faculty Board will determine the
extent of the standing to be granted. The approved programme will be
specific and will normally be approved for one academic year.

GRADUATES

A graduate of another University, University College or other
Faculty of this University may be granted standing in recognition of subjects
passed 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, passed 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 passed 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 De­
partments concerned. Subsequent variations in this prescribed pro­
gramme will require the approval of the Faculty Board, acting on
the recommendation of the Heads of Departments concerned.
TRANSITIONAL ARRANGEMENTS FOR THE BACHELOR OF COMMERCE DEGREE

As from 26th February, 1973, a new programme for the Bachelor of Commerce degree will be offered. All students will follow the new programme. Any candidate who has passed any subject of the Bachelor of Commerce degree under the 1972 requirements shall be deemed to be a transitional student in 1973. Details of the transitional arrangements are as follows:

(a) The subjects passed in the old programme requirements are equated with subjects or units of subjects in the new programme for the purpose of standing as follows:

<table>
<thead>
<tr>
<th>Subjects Credited Towards the degree under the 1972 Requirements</th>
<th>Subjects or Units Deemed To Have Been Passed Under the 1973 Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Economics I</td>
<td>Economics IE and Economic Statistics I</td>
</tr>
<tr>
<td>Monetary Economics</td>
<td>Money and Banking</td>
</tr>
<tr>
<td>Commerce Statistics</td>
<td>Economic Statistics II</td>
</tr>
<tr>
<td>Statistical Analysis I</td>
<td>Statistical Analysis</td>
</tr>
<tr>
<td>Industrial and Administrative Law</td>
<td>Industrial Law</td>
</tr>
<tr>
<td>Fluctuations and Growth</td>
<td>Growth and Development</td>
</tr>
<tr>
<td>Management Studies I</td>
<td>Financial Management and Securities Analysis</td>
</tr>
<tr>
<td>Managements Studies II</td>
<td>Quantitative Methods and Sociological Aspects of Management</td>
</tr>
<tr>
<td>Accounting Systems and Computer Applications</td>
<td>Management Studies</td>
</tr>
<tr>
<td>Econometrics</td>
<td></td>
</tr>
<tr>
<td>Applied Economics</td>
<td>One Unit of a Group C subject</td>
</tr>
<tr>
<td>Industry Economics</td>
<td>One non-compulsory Group A subject unspecified</td>
</tr>
<tr>
<td>Labour Relations</td>
<td>One non-compulsory Group B subject unspecified</td>
</tr>
<tr>
<td>Any other subject</td>
<td>One unit of a Group C subject</td>
</tr>
<tr>
<td></td>
<td>The subject or unit of the same title</td>
</tr>
</tbody>
</table>

(b) Any candidate who, under the operation of paragraph (a) above, is deemed to have passed in less than eight subjects under the 1973 requirements will be required to complete the degree as specified for the new programme.

(c) Any candidate who, under the operation of paragraph (a) above, is deemed to have passed in eight or more subjects under the 1973 requirements, shall be deemed to be a transitional student in 1973 and subsequent years, and shall, subject to paragraph (d) below, be required to comply with the conditions specified for the new programme and to complete the degree by passing the number of subjects specified hereunder:

1. If, prior to 1973, the candidate was enrolled in the Accounting Stream, or in the Joint Studies (Accounting) Stream:

<table>
<thead>
<tr>
<th>Number of Subjects Deemed to Be Passed Under the 1973 Requirements</th>
<th>Number of Subjects To Be Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>6</td>
</tr>
<tr>
<td>9</td>
<td>5</td>
</tr>
<tr>
<td>10</td>
<td>4</td>
</tr>
<tr>
<td>11</td>
<td>3</td>
</tr>
<tr>
<td>12</td>
<td>2</td>
</tr>
<tr>
<td>13</td>
<td>1</td>
</tr>
<tr>
<td>14</td>
<td>1</td>
</tr>
</tbody>
</table>

2. Otherwise:

<table>
<thead>
<tr>
<th>Number of Subjects Deemed to Be Passed Under the 1973 Requirements</th>
<th>Number of Subjects To Be Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>5</td>
</tr>
<tr>
<td>9</td>
<td>4</td>
</tr>
<tr>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>11</td>
<td>2</td>
</tr>
<tr>
<td>12</td>
<td>1</td>
</tr>
</tbody>
</table>

Provided that:

(i) in any case where a candidate is required to complete three subjects or less under the 1973 Degree Requirements, a unit of a Group C subject may be substituted for one of those subjects if such substitution is consistent with the number of subjects for completion of the degree under the 1972 degree requirements.

(ii) A candidate who is required to pass the number of subjects specified in (c) (1) above, may, if he wishes to substantially depart from the Accounting programme in completing his degree, apply to the Transitions Committee for permission to be considered as being bound by (c) (2) above.

(iii) where a candidate is deemed not to have passed a subject in that he has passed a unit of that subject, the unit passed may be applied towards the completion of a subject.
(d) The Transitions Committee, subject to the approval of the Faculty
Board, may vary the conditions to be fulfilled by any transitional
student before he shall be entitled to graduate, and where deemed
reasonable, may grant exemption from the operation of any provisions
of the 1973 requirements.

(e) A candidate who has been deemed to have passed in Economic
Statistics II on the basis of having passed Commerce Statistics shall
not be prohibited from enrolment in Quantitative Methods.

(f) A candidate who has passed the subject of Accounting IIA in the years
1971 or 1972 shall not be permitted to enrol in Taxation.

(g) A candidate who has passed the subject of Econometrics under the
1972 Requirements shall not be permitted to enrol in Econometrics I.

(h) A candidate whose programme has in 1972 been varied by the Faculty
Board because of exceptional circumstances will be transferred to the
new programme individually by the Faculty Board.

(i) A candidate shall not include in his future programme for the Bachelor
of Commerce degree any unit or subject which is equivalent to part or
all of a subject which he has previously passed.

SUBJECT OUTLINES AND READING LISTS

(A) DEPARTMENT OF ECONOMICS

ECONOMICS IE (formerly Microeconomics)

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

PRELIMINARY READING (Intended mainly for students who have not
studied Economics before).

Samuelson, P., Hancock, K. & Wallace, R.—Economics (Australian
dition, McGraw-Hill, Australia)

BOOKS RECOMMENDED FOR PURCHASE


TOGETHER WITH ONE OF THE FOLLOWING

Bain, J. S.—Price Theory (Holt, Rinehart and Winston)
Brennan, M. J.—Theory of Economic Statics (2nd edition, Prentice-
Hall)
Ferguson, C. E. & Maurice S. C.—Economic Analysis (Irwin)
Ferguson, C. E.—Microeconomic Theory (3rd edition, Irwin, 1972)
Leftwich, R. H.—The Price System and Resource Allocation
(3rd edition, Holt, Rinehart and Winston)

FOR REFERENCE

Bilas, R. A.—Microeconomic Theory
Breit, W. & Hochman, H. M.—Readings in Microeconomics
Friedman, M.—Price Theory — A Provisional Text (Aldine Press)
Kamerschen, D. R.—Readings in Microeconomics (Wiley, 1969)
Mansfield, E. (Ed.)—Microeconomics — Selected Readings
(Norton, 1971)
Ryan, W. —Price Theory (Macmillan)
**ECONOMIC STATISTICS I**

This is an introductory course aimed at giving students an understanding of the more basic statistical methods used in business and economics. The course commences 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 include 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.

Provision exists for in depth treatment by those students who seem likely to specialise in the statistics field.

**TEXT BOOK**

Shao, S. P. — *Statistics for Business and Economics* (Merrill)

**REFERENCE BOOKS**


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


**ECONOMIC HISTORY I**

This course will deal with European economic development from the Industrial Revolution.

**TEXT BOOKS**

Cipolla, C. M. — *The Economic History of World Population* (Penguin, 1970)


—all available in paperback.

**ECONOMICS II E** (formerly 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)

**TEXT BOOKS**


Keynes, J. M. — *General Theory of Employment, Interest and Money* (Macmillan)

Keiser, N. F. — *Macroeconomics* (Random House, 1971)


**RECOMMENDED READING**

Ball, R. J. — *Inflation and The Theory of Money* (Allen and Unwin)


Perlman, R. — *Inflation—Demand Pull or Cost Push* (Heath, 1965)


Smith, W. L. — *Macroeconomics* (Irwin, 1970)
MONEY AND BANKING

Major aspects of the workings of modern monetary systems, in theory and practice, are studied. The following topics are considered: the demand for money; the relationship of the real and monetary sectors of the economy; the economics of domestic banking; central banking; techniques of monetary control; banking and financial institutions in Australia and other selected economies; monetary policy in Australia; international aspects of money and banking.

PRELIMINARY READING
Bain, A. D.—The Control of the Money Supply (Penguin, 1970)
Morgan, E. Victor—A History of Money (Pelican, 1965)

REFERENCE BOOKS
Johnson, H. G. & others—Readings in British Monetary Economics (Oxford University Press, 1972)
Runcie, N. (Ed.)—Australian Monetary and Fiscal Policy (University of London Press, 1971)

ECONOMIC STATISTICS II

This course is an introduction to classical statistical inference and to decision theory. In addition non-parametric methods are examined. Topics considered are: probability, random variables and their distribution, sampling, estimation, hypothesis testing, analysis of variance, regression, decision theory and non-parametric techniques.

TEXT BOOKS
Chao, L. L.—Statistics: Methods and Analysis (McGraw-Hill, 1969)

STATISTICAL ANALYSIS

The first part of this course is concerned with elementary mathematical statistics. This section includes work on probability density functions and their application in statistical inference. In the second part of this course a study is made of the General Linear Normal Regression Model. The third part of this course involves an examination of the utilisation of Input-Output Analysis.

RECOMMENDED REFERENCES
Chao, L. L.—Statistics: Methods and Analyses (McGraw-Hill)
Chiu-Shuang, Yan—Introduction to Input-Output Analysis (Rinehart and Winston)
Johnston, J.—Econometric Methods (McGraw-Hill)
Turner, J. C.—Modern Applied Mathematics (English University Press)

INDUSTRY ECONOMICS

This course is designed to deepen and broaden some microeconomic principles previously acquired, and to provide application of these principles to the problems of industrial structure and organisation with particular reference to Australian industry. As such, some of the subjects dealt with would include: an extended analysis of the theory of the firm, including examination of firm objectives, corporate investment behaviour, the practicalities of investment rate of return forecasting, oligopoly pricing theories and practices, barriers to entry, limit pricing and reactions to potential entry, product differentiation and the economics of advertising, the rationale and control of market collusion and restrictive practices, the characteristics and impact of international corporation and demand cost and pricing policies in such other sectors as, for example, public enterprise and retailing.

RECOMMENDED TEXTS

A more detailed reading list, including journal articles, will be distributed during the course.
PUBLIC ECONOMICS

Public Economics is a study of government intervention in the economy through the budget. It is, therefore, concerned with taxes and government expenditures. There is an analysis of the effects of various existing personal and business taxes in Australia on incentives to work, to consume, to save and to invest. There is also a discussion of other possible taxes, such as expenditure tax, a capital gains tax and a tax on value added.

The macro-economic aspects of the budget are examined. Topics covered include the relation of fiscal policy to other economic and social policies for growth and stability and applications of basic multiplier theory to budgetary measures. There is also a discussion of the national debt, of inter-governmental financial relationships and of the place of fiscal policy in socialist economies and in developing economies.

READING LIST

Allan, C. M.—The Theory of Taxation (Penguin, 1971)
Buchanan, J. M.—The Public Finances (Irwin, 1970)
Eckstein, O.—Public Finance (Prentice-Hall, 1967)
Johansen, L.—Public Economics (North Holland, 1965)
Millward, J.—Public Expenditure (McGraw-Hill, 1971)
Nevile, J. W.—Fiscal Policy in Australia (Cheshire, 1970)
Singer, N. M.—Public Microeconomics (Little, Brown, 1972)
Turvey, R. (Ed.)—Public Enterprise (Penguin, 1968)

HISTORY OF ECONOMIC THOUGHT

The course is designed to provide historical perspective and an integrating view of the subject matter of other courses in economic analysis. The following contributions to economic thought are examined—the Greek analysts, the early and later Scholastics, the Mercantilists, the Physiocrats, the Classicists (including Adam Smith, Malthus, Ricardo and J. S. Mill), the marginal utility theorists, the general equilibrium school and the Austrian school.

READING LIST

Blaug, M.—Economic Theory in Retrospect (Heinemann)
Heimann, E.—History of Economic Doctrines (O.U.P.)
Lekachman, R.—A History of Economic Ideas (Harper)
Oser, J.—The Evolution of Economic Thought (Harcourt Brace)
Roll, E.—A History of Economic Thought (Faber)
Schumpeter, J. A.—A History of Economic Analysis (O.U.P.)
Spiegel, H. W.—The Growth of Economic Thought (Prentice-Hall)

THEORY OF ECONOMIC POLICY

The first part of this course will deal with the logic and design of policy in a macroeconomic context. Among the topics considered will be the aims and means of policy; the resolution of policy conflicts, the determination of consistency of aims and means; quantitative policy models; policies aimed at a specific sector of the economy and at multiple targets.

The latter part of the course deals with the effects of government policy measures upon the efficient allocation of resources. Policies on education, on research and development, on defence, and on health services are among the topics which will be reviewed.

TEXT BOOKS

Millward, R.—Public Expenditure Economics (McGraw-Hill)
Morley, S. A.—The Economics of Inflation (The Dryden Press Inc., 1971)

ECONOMETRICS I

A knowledge of matrix algebra, and of the mathematical statistics dealt with in Statistical Analysis is recommended for students attempting this course. The course is concerned with examining the usefulness of single equation regression analysis in applied economic research, and also with providing an introduction to simultaneous estimation procedures.

TEXT BOOKS

Johnston, J.—Econometric Methods (McGraw-Hill) AND
Fox, K. A.—Intermediate Economic Statistics (Wiley) OR
Wonnacott, R. J. & Wonnacott, T. H.—Econometrics (Wiley)

RECOMMENDED READING

Goldberger, A.—Econometrics (Wiley)
Hadley, G.—Linear Algebra (Addison-Wesley)
Huang, D. S.—Regression and Econometric Methods (Wiley)
Kmenta, J.—Elements of Econometrics (Macmillan)
MATHEMATICAL ECONOMICS

The first part of the course is concerned with the mathematical reformulation and interpretation of traditional micro- and macro-economic theory. The second part of the course deals with modern capital and growth theory and mathematical programming.

The level of mathematics assumed in this course is the advisory prerequisite for the Faculty of Economics and Commerce — Second Level Short Course Mathematics, or its equivalent.

TEXT BOOKS

Burmeister, E. & Dobell, A. R.—Mathematical Theories of Economic Growth (Macmillan)
Neher, P. A.—Economic Growth and Development (Wiley)
Wan, H. Y. Jr.—Economic Growth (Harcourt, Brace, Jovanovich)

RECOMMENDED READING

Allen, R. G. D.—Macro-Economic Theory (Macmillan)
Baumol, W. J.—Economic Dynamics (Macmillan)
Chiang, A.—Fundamental Methods of Mathematical Economics (McGraw-Hill)
Daniel, C.—Mathematical Models in Microeconomics (Allyn & Bacon)
Dernburg, T. F. & Dernburg, J. D.—Macroeconomic Analysis (Addison-Wesley)
Hadar, J.—Mathematical Theory of Economic Behaviour (Addison-Wesley)

COMPUTER APPLICATIONS AND SYSTEMS

This course consists of two distinct sections: I — Basic introduction to data processing concepts: discusses the hardware, software, and general systems design implications of each of five common data processing systems: (1) Unit Record, (2) Punch Card Computer, (3) Magnetic Tape Computer, (4) Random Access Computer, (5) Real Time Computer. (No programming instruction is involved). II — Econometric applications of computers in the areas of regression analysis, linear programming, network analysis, simulation modelling, time series analysis. The approach is descriptive emphasizing the types of problems to which each method is generally applied, the definitions and assumptions underlying the method, and the general computer procedures necessary. (No mathematical experience or exposition is required).

REFERENCES

Section I

Awad, E.—Business Data Processing (Prentice-Hall)
Chandor, Graham & Williamson—Practical Systems Analysis (Hart-Davis)
Dippel & House—Information Systems (Scott Foresman)
Sanders, D.—Computers in Business (McGraw-Hill)

Section II

Baumol—Economic Theory and Operations Analysis (Prentice-Hall)
Forrester—Industrial Dynamics (Wiley)
Lange, O.—Introduction to Econometrics (Pergamon)
Stilian, et al.—PERT (A.M.A.)
Theil, Boot & Kloek—Operations Research and Quantitative Economics (McGraw-Hill)
Tintner, G.—Econometrics (Wiley)
LABOUR RELATIONS

In this course the institutional frameworks of Australian and a number of other industrial relations systems are examined. The interaction of economic and institutional factors in the labour sector is analysed. Particular emphasis is placed on an exploration of the nature of industrial conflict and on the study of conflict resolution.

The following topics are included: theories of organised labour; the history of trade unionism in Australia; the structure of the modern corporation and its implications for industrial relations; an international comparison of some national industrial relations systems with emphasis on goals, structure and methods of the parties involved, and methods of rule determination in the work place; strike patterns in Australia; industry patterns of industrial relations in Australia.

(2 hours lectures per week and a seminar of 1½ - 2 hours each fortnight)

TEXT BOOKS

Chamberlain, N. W. & Kuhn, J. W.—Collective Bargaining

Child, J.—Unionism and the Labor Movement (Macmillan, 1971)

Dunlop, J. T.—Industrial Relations Systems
(Southern Illinois U.P., 1971)

Howard, W. & Riach, P.—Productivity Bargaining in Australia
(Wiley, 1972)


Matthews, P. W. D. & Ford, G. W. (Eds.)—Australian Trade Unions
(Sun Books, 1968)


MICROECONOMIC THEORY (1 unit)

Microeconomic theory is developed in this course with policy applications in mind. Topics include: recent advances in demand and production theory, equilibrium theories of markets and the correspondence principle, Paretian optimality, market failure including decreasing costs, uncertainty, second-best solutions, recent developments in oligopoly theory, an examination of variations in the quality of products and in product differentiation with market structure, resource allocation over time, implications of uncertainty and learning for economic behaviour and planning, economic and social mechanisms for adjusting to risk and their limitations, aspects of centralisation and decentralisation in economic systems, elements of ecological economics.

TEXT BOOKS

No single text is suitable for the whole of this course and a full reading list will be supplied. Background texts of relevance include:

Henderson, J. M. & Quandt, R. E.—Microeconomic Theory

Tisdell, C.—Microeconomics: The Theory of Economic Allocation
(John Wiley & Sons Australasia, Sydney, 1972)

RECOMMENDED REFERENCE BOOKS

Becker, G.—Economic Theory (Knopf, 1971)

Brems, H.—Quantitative Economic Theory

Intriligator, M. D.—Mathematical Optimization and Economic Theory
(Prentice-Hall, Englewood Cliffs, 1971)

Samuelson, P. A.—Foundations of Economic Analysis
(Harvard University Press, Cambridge, 1947)

WELFARE ECONOMICS (1 unit)

This course begins with a discussion of the concept of economic welfare and then introduces the problems associated with the specification of necessary and sufficient conditions for policy changes. The development of welfare criteria and the problems of social choice are examined in detail.

RECOMMENDED READING

A reading list will be distributed.
ECONOMIC PLANNING (1 unit)

This course concerns itself with some of the more important problems attending the adoption and implementation of economic planning at the national level. After an introductory exposition of general equilibrium systems, the conditions of “economic efficiency” are examined against the background of various incidences of departure from competitive equilibrium, e.g., non-market interdependence, externalities and the inevitability of second-best solutions. This is followed by an analysis of the logic and scope of economic planning and a general review of planning models, e.g., the Harrod-Domar model; the Mahalanobis Two-Sector and Four-Sector models; the von Neumann model; the open, static Leontief model and the closed, dynamic model; Lange’s “competitive socialist” model and the centralistic-socialist model; Frisch’s decision models; Tinbergen’s planning by stages; and the limited scope Chenery-type “resource programming” model for under-developed economies. Required student participation takes the form of case studies for discussion in scheduled seminar sessions.

READING GUIDE

Chakravarty, S.—The Logic of Investment Planning (North-Holland Publishing Co., Amsterdam, 1968)

ECONOMIC DEVELOPMENT (1 unit)

The course commences with an examination of some of the economic and social features of the less developed countries. The relative importance of the major industrial sectors, distribution of the labour force and importance of the export sector, are among features examined with reference to data from a number of these countries.

Some theoretical models are then introduced and appraised, including those by Fei and Ranis, Rostow and Lewis.

This is followed by a more detailed look at policies and institutions within individual sectors such as agriculture, industry and the export sector, using examples from particular less developed countries, mainly within South Asia, and in the light of the theoretical concepts developed earlier.

Finally some recent issues in the field will be discussed including the effect of foreign aid on economic development, the role of the public sector and the feasibility of economic co-operation between the less developed countries.

HISTORY OF MODERN ECONOMIC THOUGHT (1 unit)

The significance of contemporary economic analysis cannot be appreciated fully without an awareness of the thought of earlier economists. Such awareness provides perspective for judgement of the strengths and weaknesses of the analytical tools and techniques fashionable in currently orthodox economics.

This course offers a perspective based on consideration of economic thought in the decades immediately preceding “the Keynesian revolution,” the popularisation of econometrics, and other notable developments. The period dealt with ranges from 1890 to the mid 1930’s.

Special attention is paid to British economic thought from Alfred Marshall to John Maynard Keynes, and to American economic thought from John Bates Clark to Wesley C. Mitchell. Leading Continental contributions are also considered.

READING LIST

Blaug, M.—Economic Theory in Retrospect (Heinemann)
Schumpeter, J. A.—Ten Great Economists (Oxford University Press, N.Y., 1951)
Seligman, Ben B.—Main Currents in Modern Economics (The Free Press, N.Y., 1962)
Stigler, G. J.—Production and Distribution Theories (Macmillan, N.Y., 1941)
REGIONAL ECONOMICS († unit)

This course concerns itself with the application of economic analysis to the economic activity and problems of sub-national areas, defined by homogeneity, nodality or programming criteria. Topics covered include: regional accounts, input-output descriptions of regional economies and gravity models; regional income determination and regional growth; impact of growth on the economic structure of regions; regional impacts of national policy; the design of regional policy under the dual constraints of national objectives and regional structure. Selected case studies, stressing cross-country comparisons of regional policies.

READING GUIDE
Needleman, L. (Ed.)—Regional Analysis (Penguin Modern Economics, 1968)
Richardson, H. B.—Regional Economics (Weidenfeld & Nicolson, 1969)

URBAN ECONOMICS († unit)

This course provides a broad survey of the economic issues arising within the particular framework of the urban or metropolitan environment. The course includes discussion of the following topics: the relations of cities to the national and regional economy; the interrelation of cities in urban networks; central place theory and location analysis; housing and land use theory; urban economic development and growth; techniques of urban analysis; urban sociology; urban planning, public policy and welfare.

MAJOR REFERENCES
Dickinson, R. E.—City and Region (Routledge & Kegan Paul)
Fisher—The Metropolis in Modern Life (Russell & Russell)
Handlin & Burchard—The Historian and the City (M.I.T.—Harvard)
Hauser & Schnore—The Study of Urbanization (Wiley)
Hoover, E.—The Location of Economic Activities (McGraw-Hill)
Ieard, W.—Location and Space Economy (Wiley)
Losch, A.—The Economics of Location (Wiley)
Vernon, R.—Metropolis 1985 (Doubleday Anchor)

ECONOMETRICS II (1 unit)

This course is basically a continuation of Econometrics I, with its prime interest being on the problems involved in econometric model building and simultaneous estimation. Each student enrolling will be expected to complete a piece of applied econometric research.

READING LIST
Brown, T. M.—Specification and Uses of Econometric Models (Macmillan)
Christ, C. F.—Econometric Models and Methods (Wiley)
Dhrymes, P.—Econometrics, Statistical Foundations and Applications (Harper & Row)
Klein, L. R., Evans, M. K. & Hartley, M.—Econometric Gaming (Macmillan)
Malinvaud, E.—Statistical Methods of Econometrics (North-Holland)
Theil, H.—Principles of Econometrics (North Holland)

TRANSPORT ECONOMICS († unit)

This course will be concerned with: (a) the application of economic theory to resource allocation problems in the transport field, and (b) the specific contribution the improvement of transportation facilities has made to economic growth.

Within the first part of the course emphasis will be placed on the problems posed by the need for urban mass transportation, while within the second part of the course emphasis will be on the contribution transport economics can make to understanding some aspects of the economic growth of the highly industrialised economies.

READING LIST
Winch, D. M.—The Economics of Highway Planning (University of Toronto Press)
(B) DEPARTMENT OF COMMERCE

Students are required to submit essays, exercises and, in Accounting I, a practice set, as specified by lecturers and tutors. Class tests may be held during the year. Work completed during the year will be taken into account along with a student's results at the annual examinations.

Failure to submit written work may involve exclusion from examinations.

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

ACCOUNTING I

A course of 2 hours of lectures and a tutorial of 2 hours per week throughout the year.

SYLLABUS

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

Allan, J.—The Simple Computer (Inst. of Chartered Accts. of Scotland)
Anthony, R. N.—Management Accounting Principles (Irwin)
Chambers, R. J.—Accounting and Action (Law Book Co.)
*Colditz, B. T. & Gibbins, R. W.—Accounting Perspectives (McGraw-Hill)
*Colditz, B. T., Meigs, W. B. & Johnson, C. E.—Australian Accounting: The Basis for Business Decisions (McGraw-Hill)
Crawford, F. R.—Introduction to Data Processing (Prentice-Hall)
Gilman, S.—Accounting Concepts of Profit (Ronald Press)
Goldberg, L.—Fitzgerald's Accounting (Butterworths)

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

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)
Marple, R. P.—Towards a Basic Accounting Philosophy (N.A.A.)
Spiller, E. A.—Financial Accounting: Basic Concepts (Irwin)

ACCOUNTING IIA

A course of 2 hours of lectures and a tutorial of 2 hours per week throughout the year.

SYLLABUS

Theory and practice of company accounting; accounting for the formation, reconstruction, amalgamation, take-over, official management, receivership and liquidation of companies; the preparation of holding company and group financial statements; the valuation of shares and goodwill; adjustments for changes in the purchasing power of the unit of measurement; accounting for executorship, hire purchase and instalment-purchase, and lease agreements.

READING GUIDE

American Institute of C.P.A.'s—Accounting Research Studies
Australian Society of Accountants—Society Bulletins
Backer, M. (Ed.)—Modern Accounting Theory (Prentice-Hall)
Baxter, W. T. & Davidson, S. (Eds.)—Studies in Accounting Theory (Sweet & Maxwell)
Note—Essential books which students should possess are marked with an asterisk.

Davidson, S., Green, D., Horngren, C. T. & Sorter, G. H.—An Income Approach to Accounting Theory (Prentice-Hall)
Gibson, R. W.—Disclosure by Australian Companies (M.U.P.)
*Goldberg, L. (Ed.)—Fitzgerald's Accounting (Butterworths)
Gole, V. L.—Fitzgerald's Analysis and Interpretation of Financial and Operating Statements (Butterworths)
*Institute of Chartered Accountants in Australia—Statements on Accounting Practice
*Johnson, T. R., Jager, M. O. & Taylor, R. B.—The Law and Practice of Company Accounting in Australia (Butterworths)
Kenley, W. J.—A Statement of Australian Accounting Principles (Accountancy Research Foundation)
Lee, L. N. & McPherson, L. A.—Consolidated Statements and Group Accounts (Law Book Co.)
*Accountancy Exercises (University of Newcastle)
*Companies Act, 1961 (N.S.W. Government Printer)

EXAMINATION

Two 3-hour papers.
Students will be permitted to take copies of the Statute referred to in the Reading Guide into the annual examination, provided the copies are not marked otherwise than by underlining.

ACCOUNTING IIB

A course of 2 hours of lectures and a tutorial of 2 hours per week throughout the year.

SYLLABUS

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 analysis; inventory, quality and production controls.
Note—Essential books which students should possess are marked with an asterisk.

N.A.A. Research Reports—Various, especially Nos. 19, 20 and 21—
  Analysis of Non-Manufacturing Costs for Managerial Decisions
  and No. 37—Current Applications of Direct Costing.
Schiff, M. & Benninger, L. J.—Cost Accounting (Ronald)
Shillinglaw, G.—Cost Accounting—Analysis and Control (Irwin)
Sizer, J.—An Insight into Management Accounting (Penguin)
Solomons, D.—Studies in Cost Analysis (Irwin)
Solomons, D.—Divisional Performance: Measurement 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)
Williams, T. H. & Griffin, C. H.—Management Information, a Quan-
  titative Accent (Irwin)
*Accountancy Exercises—(University of Newcastle)

EXAMINATION
Two 3-hour papers.

ACCOUNTING IIIA
A course of 2 hours of lectures throughout the year.

SYLLABUS
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 Studies
Backer, M. (Ed.)—Modern Accounting Theory (Prentice-Hall)
Barradell, M.—Ethics and the Accountant (Gee)
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)

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

Burton, J. C. (Ed.)—Corporate Financial Reporting: Conflicts and
  Challenges (A.I.C.P.A.)
Carey, I. L.—The C.P.A. Plans for the Future (A.I.C.P.A.)
Chambers, R. J.—Accounting, Evaluation and Economic Behaviour
  (Prentice-Hall)
Chambers, R. J., Goldberg, L. & Mathews, R. L.—The Accounting
  Frontier (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)
Dickey, R. I.—Accountants' Cost Handbook (Ronald)
Edwards, E. O. & Bell, P. W.—The Theory and Measurement and
  Business Income (California University Press)
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)
Jay, W. R. C. & Mathews, R. L.—Government Accounting in Aust-
  ralia (Cheshire)
Johnston, T. R., Jager, M. O. & Taylor, R. B.—Law and Practice of
  Company Accounting in Australia (Butterworths)
Keller, T. F. & Zeff, S. A. (Eds.)—Financial Accounting Theory,
  Vol. II (Mcgraw-Hill)
*Levy, V. M.—Public Financial Administration (Law Book Co.)
Littleton, A. C.—Structure of Accounting Theory
  (American Accounting Association)
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)
Mooniz, 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)
Note—Essential books which students should possess are marked with an asterisk.

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.)
Ross, H.—Financial Statements: A Crusade for Current Values (Pitman)
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.)
Wixon, R. Kell, W. G. & Bedford, N. M. (Eds.)—Accountants’ Handbook (Ronald)

EXAMINATION
Two 3-hour papers.

ACCOUNTING IIIB
A course of 2 hours of lectures throughout the year.

SYLLABUS
Selected contemporary problems in the theory and practice of managerial accounting. Topics studied include the theories of behavioural budgeting, programme budgeting, break-even analysis, direct costing, transfer pricing, the impact of computers on management and general concepts of management accounting.

READING GUIDE
Articles are selected from Abacus, The Accounting Review, Journal of Accounting Research, Journal of Business, etc. Text books should not be purchased until the course has commenced. The following list is of text books that are usually consulted.
Bierman, H.—Topics in Cost Accounting and Decisions (McGraw-Hill)
Bierman, H. & Dyckman, T. R.—Managerial Cost Accounting (Macmillan)

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

Greene, W. C.—Case Problems in Management Accounting (Holt, Rinehart and Winston)
Hofstede, G. H.—The Game of Budget Control (Associated Book Publishers)
Parker, R. H.—Management Accounting: An Historical Perspective (Macmillan)
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)

EXAMINATION
Two 3-hour papers.

AUDITING
A course of 2 hours per week throughout the year.

SYLLABUS
The concepts and principles of the audit function; historical and contemporary; the scope and limitations of audit practice; auditing standards; the law relating to company audits and auditors; internal controls, programmes and working papers; audit evidence; statistical applications in auditing; the audit of electronically processed accounting data; audit reports.

READING GUIDE
Boutell, W. S.—Contemporary Auditing (Dickenson)
*Carmichael, D. R. & Willingham, J. J.—Perspectives in Auditing (McGraw-Hill)
Cooper, V. R. V.—Manual of Auditing (Gee & Co.)
Cooper, V. R. V.—Student’s Manual of Auditing (Gee & Co.)
Holmes, A. W. & Overmyer, W. S.—Auditing Principles and Procedure (Irwin)
*Institute of Chartered Accountants in Australia—Statements on Auditing
Institute of Chartered Accountants in England and Wales—Statements on Auditing
Irish, R. A.—Auditing (4th Ed. Law Book Co.)
Johnson, J. T. & Brasseaux, J. H.—Readings in Auditing (South Western)
Note—Essential books which students should possess are marked with an asterisk.

*Mannix, E. F.—Professional Negligence (Butterworths)
Mautz, R. K.—Fundamentals of Auditing (Wiley)
Meigs, W. B. & Larsen, E. J.—Principles of Auditing (Irwin)
Moore, F. E. & Stettler, H. F.—Accounting Systems for Management Control (Irwin)
Ray, J. C. (Ed.)—Independent Auditing Standards (Holt, Rinehart and Winston)
Waldron, R. S.—Dicksee's Auditing (Gee & Co.)

EXAMINATION
One 3-hour paper.

FINANCIAL MANAGEMENT
A course of 2 hours per week throughout the year.

SYLLABUS
Goals and functions of finance; methods of capital budgeting; cost of capital; risk analysis and capital budgeting; capital structure; dividend policy; management of current assets; short and intermediate term financing; mergers and takeovers; liquidation and abandonment of assets.

READING GUIDE
Ayres, F.—Mathematics of Finance (McGraw-Hill)
Bierman, H. & Smidt, S.—The Capital Budgeting Decision (Macmillan)
Flink, S. J. & Grunewald, D.—Managerial Finance (Wiley)
Gordon, M. J.—The Investment, Financing and Valuation of the Corporation (Irwin)
Johnson, R. W.—Financial Management (Allyn & Bacon)
Lerner, E. M.—Managerial Finance (Harcourt, Brace & Jovanovich)
Samuels, J. M. & Wilkes, F. M.—Management of Company Finance (Nelson)

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

Weston, J. F.—The Scope and Methodology of Finance (Prentice-Hall)
Wolf, H. A. & Richardson, L.—Readings in Finance (Appleton-Century Crofts)

EXAMINATION
One 3-hour paper.

MANAGEMENT STUDIES
A course of 2 hours of lectures and a tutorial of 1 hour per week throughout the year.

(a) PRINCIPLES OF MANAGEMENT

SYLLABUS
Management and its environment; the management functions; planning, organising, staffing, controlling, directing, innovating, decision making; schools of thought in management theory; traditional, behavioural, quantitative, systems; introduction to specialised areas in management; production management, marketing management, personal management, financial management.

READING GUIDE
*Dale, E.—Management: Theory and Practice (McGraw-Hill)
Dale, E.—Readings in Management: Landmarks and New Frontiers (McGraw-Hill)
Koontz, H. & O'Donnell, C.—Readings in Management (McGraw-Hill)
Schoderbek, P. P.—Management Systems (Wiley)
Wortman, M. & Luthans, F.—Emerging Concepts in Management (Collier Macmillan)
Note—Essential books which students should possess are marked with an asterisk.

(b) INFORMATION SYSTEMS

SYLLABUS

Data processing concepts: computer organisation, hardware, software; management of data processing: planning, organising staffing, control; systems concepts: input, process, output, feedback, control, integrated systems, cost/benefit analysis; management information systems: batch processing systems, modified batch processing systems, “total” systems, real-time systems.

READING GUIDE
Arnold, R., Hill, H. & Nichols, A.—Modern Data Processing (Wiley)
Boutell, W.—Computer Oriented Business Systems (Prentice-Hall)
Li, D.—Accounting Computing Management Information Systems (Irwin)
Optner, S.—Systems Analysis for Business Management (Prentice-Hall)
Sanders, D. H.—Computers and Management (McGraw-Hill)
Schoderbek, P. P.—Management Systems (Wiley)

EXAMINATION
Two 3-hour papers.

MARKETING

A course of 2 hours per week throughout the year.

SYLLABUS

Objectives and policies of managers as influenced by marketing institutions, functions performed, and consumer wants and needs. (Assumes no previous knowledge of marketing).

Case studies will be used extensively throughout the course.

READING GUIDE
Cox, K. K. & Enis, B. M.—Marketing Classics (Allyn & Bacon)
Davis, K. R.—Marketing Management (Ronald)
Davis, K. R. and Webster, F. E.—Sales Force Management (Ronald)
Engel, J. F.—Consumer Behaviour: Selected Readings (Irwin)
Engel, J. F. et al.—Market Segmentation (Holt, Rinehart & Winston)
Gist, R. R.—Marketing and Society (Holt, Rinehart and Winston)
Hancock, R. S. & Holloway, R. J.—The Environment of Marketing Behaviour (Wiley)
Holmes, P. M.—Marketing Research: Principles and Readings (South Western)
Hansen, H. L.—Marketing Text Techniques and Cases (Irwin)
Kotler, P.—Marketing Management (Prentice-Hall)
McCarthy, J. E.—Basic Marketing: A Managerial Approach (Irwin)
Warner, D. S.—Speaking of Advertising (McGraw-Hill)

EXAMINATION
One 3-hour paper.

SECURITIES ANALYSIS

A course of 2 hours per week throughout the year.

SYLLABUS

Investment risks and returns; fixed-return securities; variable-return securities; structure of the Australian capital market; securities market regulation; earnings, dividend and asset analysis; financial structure, price/earnings ratios; growth stock models; stock market analysis; technical analysis of stock trends; random walk theory; portfolio management.

PRELIMINARY READING

Students are advised that before the beginning of the academic year they should read:—
Graham, B.—The Intelligent Investor (Harper & Row)

READING GUIDE
Amling, F.—Investments (Prentice Hall)
Ball, R. E.—Readings in Investments (Allyn & Bacon)
Edwards, R. D. & Magee, J.—Technical Analysis of Stock Trends (Magee)
Frederikson, E. B.—Frontiers of Investment Analysis (International Text Book Co.)
Hirst, R. R. & Wallace, R. H.—Studies in the Australian Capital Market (Cheshire)
The Institute of Chartered Financial Analysts—C.F.A. Readings in Financial Analysis (Irwin)
Note—Essential books which students should possess are marked with an asterisk.

Jiler, W. L.—*How Charts Can Help in the Stock Market* (Commodity Research Publication)
Lerner, E. M.—*Readings in Financial Analysis and Investment Management* (Irwin)
Rose, P. J.—*Australian Securities Markets* (Cheshire)
Vaughn, D. L.—*Survey of Investments* (Holt, Rinehart & Winston)

**EXAMINATION**
One 3-hour paper.

**SOCIOLOGICAL ASPECTS OF MANAGEMENT**
A course of 2 hours per week throughout the year.

**SYLLABUS**
Organization theory: the development of historical schools of management thought; contributions of the behavioural sciences to understanding organizational behaviour; theory and design of organizational structure; impact of work-flow plans, leadership patterns and control systems upon human behaviour.

**READING LIST**
Barnard, C.—*The Functions of the Executive* (Harvard University Press)
Dalton, G. W. et al.—*Organizational Structure and Design* (Irwin)
Learned, E. P.—*Organization Theory and Policy: Notes for Analysis* (Irwin)
Likert, R.—*The Human Organization* (McGraw-Hill)
McGregor, D.—*The Human Side of Enterprise* (McGraw-Hill)
March, J. G. & Simon, H. A.—*Organizations* (Wiley)
Scott, W. G.—*Organization Theory* (Irwin)

**EXAMINATION**
One 3-hour paper.

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

**TAXATION**
A course of 2 hours per week throughout the year.

**SYLLABUS**

**READING GUIDE**
*Income Tax (International Agreements) Act, 1953* (as amended) (Commonwealth Government Printer)

**EXAMINATION**
One 3-hour paper.

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.

**QUANTITATIVE METHODS**
A course of 2 hours per week throughout the year.

**SYLLABUS**
Managerial decisions and decision making theory and practice; decision information; probability, expected value, optimisation mathematics and matrix algebra; development and methodology of operations research; models and model construction; production planning, scheduling and inventory models; resource allocation, linear programming; queuing theory and simulation; network models, PERT and CPM; Markov analysis and dynamic programming.

**READING GUIDE**
Bierman, H., Bonini, C. P. & Hausman, W. H.—*Quantitative Analysis for Business Decisions* (Irwin)
**Note**—Essential books which students should possess are marked with an asterisk.

Corcoran, A. W.—*Mathematical Applications in Accounting* (Harcourt, Brace & World)
Dean, B. V., Sasieni, M. W. & Gupta, S. K.—*Mathematics for Modern Management* (Wiley)
Horowitz, I.—*An Introduction to Quantitative Business Analysis* (McGraw-Hill)
Levin, R. I. & Kirkpatrick, C. A.—*Quantitative Approaches to Management* (McGraw-Hill)
Magee, J. F. & Boobman, D. M.—*Production Planning and Inventory Control* (McGraw-Hill)
Riggs, J. L.—*Economics Decision Models for Engineers and Managers* (McGraw-Hill)
Schellenberger, R. E.—*Managerial Analysis* (Irwin)
Spurr, W. A. & Bonini, C. P.—*Statistical Analysis for Business Decisions* (Irwin)
Tennant-Smith, J.—*Mathematics for the Manager* (Thomas Nelson)
Wagner, H. M.—*Principles of Operations Research* (Prentice-Hall)
Williams, T. H. & Griffin, C. H.—*Management Information: A Quantitative Accent* (Irwin)

**ACCOUNTING SEMINAR I** (See below)

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

**SYLLABUS**

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. I., Goldberg, L. & Mathews, R. L. (Eds.)—*The Accounting Frontier* (Cheshire)
Davidson, S., Green, D., Homgren, C. T. & Sorter, G. H.—*An Income Approach to Accounting Theory* (Prentice-Hall)
Garner, P. & Berg, K. B.—*Readings in Accounting Theory* (Houghton Mifflin)
Gilman, S.—*Accounting Concepts of Profit* (Ronald Press)
Goldberg, L.—*An Inquiry into the Nature of Accounting* (American Accounting Association)
Hansen, P.—*The Accounting Concept of Profit* (North Holland Publishing Co.)
Hendriksen, E. S.—*Accounting Theory* (Irwin)
Johnston, T. R., Jager, M.O. & Taylor, R. B.—*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)
Sterling, R. R.—*Theory of the Measurement of Enterprise Income* (University of Kansas Press)

**ACCOUNTING SEMINAR II** (See below)

In Year II of the full-time honours degree 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.

I—Additional work required for honours degree in Accounting. Seminars are of 2 hours per week throughout the year.
ACCOUNTING IV

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

SYLLABUS

(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, contemporary accounting thought, international comparisons of accounting methods and theories. Advanced quantitative analysis, company law and studies in financial reporting.

(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)

Berenson, C. & Colten, R.—Research and Report Writing for Business and Economics (Random House)


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

Bevis, H. W.—Corporate Financial Reporting in a Competitive Economy (Macmillan)

Bruns, W. G. & De Coster, D. T. (Eds.)—Accounting and its Behavioral Implications (McGraw-Hill)

*Buckley, J. W.—Contemporary Accounting and its Environment (Dickenson)


Chambers, R. J.—Accounting, Evaluation and Economic Behaviour (Prentice-Hall)

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

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

*Chatfield, M.—Contemporary Studies in the Evolution of Accounting Thought (Dickenson)

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

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

Gower, L. C. B.—Modern Company Law (Stevens)

Hahlo, H. R.—A Casebook on Company Law (Sweet & Maxwell)

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

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)


Rigby, P. H.—Conceptual Foundations of Business Research (Wiley)

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

Sterling, R. R. & Bentz, W. F.—Accounting in Perspective (South-Western)

Stone, W. E. (Ed.)—Foundations of Accounting Theory (University of Florida)
Note—Essential books which students should possess are marked with an asterisk.

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 in Management Studies, Advanced Auditing, and Advanced Taxation and Tax 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 (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 three courses included in the subject of Professional Accounting Studies are also included as separate subjects in the degree and diploma programmes. Candidates intending to enrol in Professional Accounting Studies should, prior to enrolment, ascertain whether each of the three courses will be offered in 1973. Enquiries should be directed to Mr. D. S. Karpin, Department of Commerce, or to the Faculty Secretary, Mr. T. G. Chapman, extension 296 or dial 68 5296.

DIPLOMA IN BUSINESS STUDIES

The requirements for the course leading to the award of the Diploma in Business Studies and the subjects which may be included in this course are set out on pages 144 to 149.

The details of the subjects which follow relate to some of the Group B subjects which may be offered in 1973.

Candidates intending to enrol in the Diploma in Business Studies should, prior to enrolment, ascertain which of the Group B subjects will be offered in 1973. Enquiries should be directed to Mr. D. S. Karpin, Department of Commerce, or to the Faculty Secretary, Mr. T. G. Chapman, extension 296, or dial 68 5296.

ACCOUNTING AND FINANCIAL STUDIES

A course of 2 hours of lectures per week throughout the year.

SYLLABUS

The use of accounting information for various decisions. Basic accounting concepts; the double entry technique; preparation of financial statements; analysis and interpretation of financial statements.

ACCOUNTING AND FINANCIAL STUDIES

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

Basic cost accounting; management control process, budgeting and budgetary control; standard costing; responsibility accounting; performance evaluation; capital expenditure evaluation; capacity utilisation and control; statistical techniques for operational cost control.

READING GUIDE


Cohen, B. J.—Cost-Effective Information Systems (A.M.A.)

Grant, E. L. & Bell, L. F.—Basics Accounting and Cost Accounting (McGraw-Hill)


Horngren, C. T.—Cost Accounting—A Managerial Emphasis (Prentice-Hall)

Korn, S. W. & Boyd, T.—Accounting for Management Planning and Decision Making (Wiley)

*Sizer, J.—An Insight into Management Accounting (Pelican)

*Smyth, E. B. & Burke, W. L.—Introductory Accounting (Law Book Co.)

EXAMINATION

One three-hour paper.

ADVANCED AUDITING

A course of 2 hours of lectures per week throughout the year.

SYLLABUS

An analysis and examination of the developments in the contemporary audit function; electronic processing and the related rate of change in the development of audit methodology; advanced statistical applications in auditing; official management, inspection and investigation of companies; accounting reports for prospectus; international auditing standards, functions and trends; the audit of governments at their various levels; statutory audits other than companies.

READING GUIDE

To be announced.

EXAMINATION

One 3-hour paper.
Note—Essential books which students should possess are marked with an asterisk.

ADVANCED FINANCIAL MANAGEMENT

A course of 2 hours of lectures per week throughout the year.

SYLLABUS

The course is designed to study, in depth, problem areas in financial management and securities analysis. Topics covered will include capital budgeting under uncertainty and capital rationing, capital structure, dividend policy, mergers and acquisitions, divestiture, adequacy of published financial statements, growth stock models, random walk theory, portfolio management and the application of computers to securities analysis and investment management.

Case studies will be used extensively.

READING GUIDE


Bierman, H.—Financial Policy Decisions (Macmillan)


Butters, J. K.—Case Problems in Finance (Irwin)

Chen, H. C. (Ed.)—Frontiers of Managerial Finance (Gulf)

Fredrickson, E. B.—Frontiers of Investment Analysis (International Textbook Company)

Serraino, W. J., Singhu, S. S. & Soldofsky, R. M.—Frontiers of Financial Management (South Western)

The Institute of Chartered Financial Analysts—C.F.A. Readings in Financial Analysis (Irwin)

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


EXAMINATION

One 3-hour paper.

ADVANCED TAXATION AND TAX PLANNING

A course of 2 hours of lectures per week throughout the year.

SYLLABUS

The history of income tax in Australia. An intensive study of income tax law and practice as it applies to individuals, partnerships, companies, trusts and superannuation funds, including the study of selected Board of Review decisions and judgments of the Courts. International tax agreements. Case studies in tax planning.

*Adams, P. R.—Australian Tax Planning (Butterworths)
*Bock, F. C. & Mannix, E. F.—Australian Income Tax Law and Practice (Butterworths) and Butterworths Taxation Service
*C.C.H. Australian Federal Tax Reporter
*Mannix, E. F.—Australian Income Tax Leading Cases (Butterworths)
*Income Tax (International Agreements) Act, 1953, as amended (Commonwealth Government Printer)

EXAMINATION

One 3-hour paper.

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.

COMMERCIAL PROGRAMMING

A course of 2 hours of lectures per week throughout the year.

SYLLABUS

Basics concepts of file handling and file maintenance, including file creation and processing.

Flow charting; file merging and updating of transactions; tape blocking and buffering.

General run types including editing, searching, and sorting. Direct access versus serial; random or sequential organisation; Rerun techniques; verifying program accuracy; table lookup; program documentation and use of test data.

COBOL as a business data processing and file organisation language. Extensive practical work in COBOL, including case studies.

READING GUIDE

Clifton, H. D.—Systems Analysis for Business Data Processing (Business Books)

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

*Farina, M. V.—Cobol Simplified (Prentice-Hall)
I.C.L.—1900 Series Cobol Manual
*Watters, J. L.—Cobol Programming (Heinemann)

EXAMINATION
Two 3-hour papers.

CORPORATE STRATEGY
A course of 2 hours per week throughout the year.

SYLLABUS
In integrating course with a general management point of view. Includes evaluation, determination, implementation and administration of policies of the business enterprise. The course utilizes case studies with supporting readings.

READING LIST
Ansoff, H. J.—Corporate Strategy (McGraw-Hill)
Argenti, J.—Corporate Planning (George Allen & Unwin)
Broom, H. M.—Business Policy and Strategic Action (Prentice-Hall)
Eells, R. & Clarance Walton—Conceptual Foundations of Business (Irwin)
Katz, R. L.—Cases and Concepts in Corporate Strategy (Prentice-Hall)
*Learned, E. P. et al—Business Policy Text and Cases (Irwin)
Newman, W. H. & Logan, J. P.—Strategy, Policy and Central Management (South-Western)

EXAMINATION
One 3-hour paper.

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

LAW OF DUTIES AND ESTATE PLANNING
A course of 2 hours of lectures per week throughout the year offered by the Department of Legal Studies.

SYLLABUS
Study of the death duty provisions of the Stamp Duties Act, 1920, (N.S.W.), the Gift Duty Act, 1941, (C’th), the Gift Duty Assessment Act 1941, (C’th), the Estate Duty Act, 1914 (C’th) and the Estate Duty Assessment Act, 1914, (C’th).

The social, moral and political aspects of planning for the minimisation of estate duty. Schemes which have been judicially considered. Income tax aspects of estate planning.

Case studies will be used throughout the course.

READING GUIDE
Adams, P. R.—Australian Tax Planning (Butterworths)
*Hill, G.—Stamp, Death, Estate and Gift Duties (Law Book Company)

STATUTES
*Estate Duty Act 1914 (Commonwealth Government Printer)
*Estate Duty Assessment Act 1914 (Commonwealth Government Printer)
*Gift Duty Act 1941 (Commonwealth Government Printer)
*Gift Duty Assessment Act 1941 (Commonwealth Government Printer)
*Stamp Duties Act 1920 (New South Wales Government Printer)

EXAMINATION
One 3-hour paper.

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.

MARKETING MANAGEMENT
A course of 2 hours of lectures per week throughout the year.

SYLLABUS
The application of marketing principles and methods to case problems in merchandising, distribution channels, brand policy, planning and administering marketing programmes. Cases will be used extensively and a research paper on a marketing topic will be required. Progressive assessment will be utilised.
Note—Essential books which students should possess are marked with an asterisk.

**READING GUIDE**

*Browne, M. P. et. al.—Problems in Marketing (McGraw-Hill)
Cox, K. K. & Enis, B. M.—Marketing Classics (Allyn & Bacon)
Davis, K. R.—Marketing Management (Ronald)
Davis, K. R. & Webster, F. E.—Sales Force Management (Ronald)
Engel, J. F.—Consumer Behaviour: Selected Readings (Irwin)
Engel, J. F. et al.—Marketing Segmentation (Holt, Rinehart and Winston)
Gist, R. R.—Marketing and Society (Holt, Rinehart and Winston)
Hancock, R. S. & Holloway, R. J.—The Environment of Marketing Behaviour (Wiley)
Holmes, P. M.—Marketing Research: Principles and Readings (South Western)
Hansen, H. L.—Marketing Text Techniques and Cases (Irwin)
Kotler, P.—Marketing Management (Prentice-Hall)
McCarthy, J. E.—Basic Marketing: A Managerial Approach (Irwin)
Warner, D. S.—Speaking of Advertising (McGraw-Hill)

**EXAMINATION**

One 3-hour paper.

**RESEARCH ESSAY**

All students enrolled for the Research Essay are required to attend a course in Research Methodology which will be offered for 1 hour per week during Term 1.

The Research Essay should normally be submitted by the first day of the third term.

**READING GUIDE**

*Berenson, C. & Coultan, R.—Research and Report Writing for Business and Economics (Random House)
*Rigby, P. H.—Conceptual Foundations of Business Research (Wiley)

**SYSTEMS ANALYSIS AND DESIGN**

A course of two hours of lectures per week throughout the year.

**SYLLABUS**

Basic approach to planning for a computer; systems concepts and theory.

Pre-installation planning; documenting current applications; design of new applications; conversion problems and implementation; programme development; testing of programmes; programme documentation.

Case studies will be used extensively through the course.

**READING GUIDE**

Chandor, A. Graham, J., & Williams, R.—Practical Systems Analysis (Rupert, Hart & Davis)
Clifton, H. D.—Systems Analysis for Business Data Processing (Wiley)
Daniels, A., & Yeates, D.—Basic Training in Systems Analysis (Pitman)
Hare, Van Court—Systems Analysis: A Diagnostic Approach (Harcourt, Brace & World)
Opiter, S. L.—Systems Analysis for Business Management (Prentice-Hall)
Weiss, E. A.—Computer Usage/Applications (McGraw-Hill)

**EXAMINATION**

One 3 hour paper.
LEGAL STUDIES I

A course of 2 hours of lectures and a tutorial of 1 hour per week throughout the year.

SYLLABUS
A. A general conspectus of the legal system in Australia with reference to its origin in the United Kingdom system; reception of English law in the Australian colonies; the Parliaments of the United Kingdom, the Commonwealth of Australia and New South Wales; the cabinet system of government; ministerial responsibility and the public service; Parliamentary sovereignty; the Australian federal system; the judicial system in Australia; elementary jurisprudence; freedom of the citizen; introductory administrative law and the law of local government.

B. Elements of the law of contract.

PRELIMINARY READING
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.)
Williams, G. L.—Learning the Law (Stevens)

READING GUIDE
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)
Collinge, J.—Tutorials in Contract (Law Book Co.)
Creed, E. M.—Workbook on Australian Mercantile Law (Law Book Co.)
Dicey, A. V.—An Introduction to the Study of the Law of the Constitution (McMillan)

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

Friedmann, W.—An Introduction to the Study of the Law in a Changing Society (Penguin)
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)
Paton, G. W.—A Textbook of Jurisprudence (3rd Ed. by Derham) (O.U.P.)
*Roebuck, D.—Cases and Materials on Contract for Business Students (Law Book Co.)
Sawer, G.—Australian Government Today (M.U.P.)
*Shtein, B. & Lindgren, K. E.—Introduction to Business Law (Law Book Co.)
*Vermeesch, R. & Lindgren, K. E.—Business Law of Australia (Butterworth)
Williams, G. L.—Learning the Law (Stevens)

EXAMINATION
Two 3-hour papers.
LEGAL STUDIES II

A course of 2 hours of lectures and a tutorial of 1 hour per week throughout the year.

SYLLABUS

Elements of law relating to commerce:—legal concepts (e.g. property, ownership, possession, tort, trusts, agency); bankruptcy; bailment; marketing (including sale of goods, hire-purchase, consumer protection, restrictive trade practices); securities (e.g. mortgages, bills of sale, liens, etc.); non-commercial succession to property (including succession upon death); negotiable instruments; insurance; partnership; company law.

NOTE—Company law will form approximately one-half of the course.

READING GUIDE

Afterman, A. B.—Company Directors and Controllers (Law Book Co.)
Brooker, R. P.—Young's Bankruptcy Practice in Australia (Butterworths)
Chorley Lord & Giles, O. C.—Leading Cases on Mercantile Law (Thesaurus)
Collinge, J.—The Law of Marketing in Australia and New Zealand (Law Book Co.)
Collinge, J.—Tutorials in Contract (Law Book Co.)
Deane, W. P., Bohringer, L. G. & Feron, N. T. F. (Eds.)—McDonald, Henry and Meek's Australian Bankruptcy Law and Practice (Law Book Co.)
*Gower, L. C. B.—Modern Company Law (Stevens)
*Hahlo, H. R.—A Casebook on Company Law (Sweet & Maxwell)
Helmore, B. A.—Personal Property and Mercantile Law in New South Wales (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)

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)
Consumer Protection Act 1969 (N.S.W. Government Printer)
*Hire Purchase 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)
Trade Practices Act 1965 (Commonwealth Government Printer)

EXAMINATION

Two 3-hour papers.

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.

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

Mason, H. H. & O'Hair, J. S.—Australian Company Law (McGraw-Hill)
Schmitthoff, C. M. & Thompson, J. H. (Eds.)—Palmer's Company Law (Stevens)
Shtein, B. & Lindgren, K. E.—Introduction to Business Law (Law Book Co.)
*Sim, R. S. & Mason, H. H.—Casebook on Australian Company Law (Butterworths)
*Veermeesch, R. & Lindgren, K. E.—Business Law of Australia (Butterworths)
Wallace, The Hon. G. & Young, J. McL.—Australian Company Law and Practice (Law Book Co.)
Note—Essential books which students should possess are marked with an asterisk.

LEGAL STUDIES III

A course of 2 hours of lectures and a tutorial of 1 hour per week throughout the year.

SYLLABUS

The course is a study of the modern corporation in society. It is divided into five sections. First, an interdisciplinary study of the corporation as a legal, commercial and social unit; the corporation's management and workforce; the corporation and problems of townplanning, pollution, poverty, crime, etc. Second, the corporation and restrictive trade practices. Third, some legal aspects of company administration and securities with particular reference to the law affecting Australian stock markets and the securities industry and aspects of company failures. Fourth, a study of the company as an instrument in the hands of private individuals for the minimisation of taxes and duties. Fifth, a study of certain aspects of local government corporations and of administrative law.

READING GUIDE

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

Brett, P & Hogg, P. W.—Cases and Materials on Administrative Law (Butterworths)


*Friedmann, V.—An Introduction to the Study of Law in a Changing Society (Penguin)

Heyne, P. T.—Private Keeper of the Public Interest (McGraw-Hill)

Hill, G. D.—Stamp, Death, Estate and Gift Duties (Commonwealth and N.S.W.) (Law Book Co.)

McGuire, J. W.—Business and Society (McGraw-Hill)

Mason, E. S.—The Corporation in Modern Society (Harvard University Press)

Masterman, C. G. & Solomon, E.—Australian Trade Practices Law (Butterworths)

Sawer, G.—Australian Government Today (Melbourne University Press)

STATUTES AND PARLIAMENTARY PAPERS

Commonwealth Administrative Review Committee Report, 1971 (Commonwealth Government Printer)


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

EXAMINATION

Two 3-hour papers.

Students will be permitted to take copies of the Statutes referred to in the Reading Guide and of lists of cases to be supplied during the course, into the annual examination, provided the copies are not marked otherwise than by underlining.

INDUSTRIAL LAW

A course of 2 hours of lectures and a tutorial of 1 hour per week throughout the year.

SYLLABUS

A study of industrial law divided into two broad parts: a study of the law affecting the individual employer and employee; and a study affecting employer-and employee-groups. The first part includes analysis and description of the master-servant relationship at common law; duration, termination and terms of the contract of service; remedies for breach by either party of the contract of service; promises in restraint of trade; the doctrine of vicarious liability; the employer's duty of care at common law; the employer's statutory duties; the employer's defences to an employee's action for damages; workers' compensation; special "industrial torts". The second part includes an examination of the constitutional background of industrial legislation; the notion of inconsistency between State and Commonwealth laws; the Commonwealth industrial power; the Commonwealth system of conciliation and arbitration; the N.S.W. industrial arbitration system; strikes and lockouts; enforcement and penal provisions; standard working hours and leave with pay; wage fixation; legal status of industrial organisations.

READING GUIDE

Boulter, N.—Workers' Compensation Practice in N.S.W., (Law Book Co.)

Cullen, C. L. & Macken, J. J.—Outline of Industrial Law (Butterworths)

Foenander, O. de R.—Australian Industrial Regulation (Law Book Co.)

Foenander, O. de R.—Industrial Conciliation and Arbitration in Australia (Law Book Co.)

Glasbeek, H. J. & Eggleston, E.—Cases and Materials on Labour Law in Australia (Butterworths)

Hepple, B. A. & O'Higgins, P.—Individual Employment Law (Sweet and Maxwell)

Mills, C. P.—Factories, Shops and Industries (N.S.W.) (Butterworths)
Note—Essential books which students should possess are marked with an asterisk.

Mills, C. P.—Federal Industrial Laws (Butterworths)
Mills, C. P.—New South Wales Industrial Laws (Butterworths)
Mills, C. P.—Workers' Compensation in New South Wales (Butterworths)
O'Dea, R.—Industrial Relations in Australia (West Publishing Corp.)
Portus, J. H.—Australian Compulsory Arbitration 1900-1970 (Law Book Co.)
Portus, J. H.—The Development of Australian Trade Union Law (Melbourne University Press)
Shtein, B. & Lindgren, K. E.—Introduction to Business Law (Law Book Co.)
Sykes, E. I. & Glasbeek, H. J.—Labour Law in Australia (Butterworths)
Sykes, E. I.—The Employer, The Employee and the Law (Law Book Co.)
Sykes, E. I.—Strike Law in Australia (Law Book Co.)
Thomson, D. C.—Industrial Relations in the 1970's (Law Book Co.)

Students will be advised at the first lecture of those books which are essential and which they should possess.

STATUTES
*Annual Holidays Act, 1944 (N.S.W. Government Printer)
Apprentices Act, 1969 (N.S.W. Government Printer)
*Commonwealth of Australia Constitution Act, 1900 (U.K.) (Commonwealth Government Printer)
*Conciliation and Arbitration Act, 1904 (Commonwealth Government Printer)
Consumer Protection Act, 1969 (N.S.W. Government Printer)
*Factories, Shops and Industries Act, 1962 (N.S.W. Government Printer)
*Industrial Arbitration Act, 1940 (N.S.W. Government Printer)
*Long Service Act, 1955 (N.S.W. Government Printer)
*Scaffolding and Lifts Act, 1912 (N.S.W. Government Printer)
*Workers' Compensation Act, 1926 (N.S.W. Government Printer)

EXAMINATION
Two 3-hour papers.

Students will be permitted to take into the examination copies of the Statutes referred to in the Reading Guide and lists of cases to be supplied during the course, provided the copies are not marked otherwise than by underlining.

(D) MAJOR SUBJECTS FROM OTHER FACULTIES

GEOGRAPHY I
Six hours per week (2 hours lectures, 1 hour tutorial, and 3 hours practical work).

Four days of field work are an integral part of the course.

The subject is designed to introduce students to the cultural aspects of geography, with reference to the broad geographical distribution of culture complexes, and the examination of processes involved in the evolution of culture patterns and culture systems.

Practical courses to extend and enrich this study are also designed to enable students to gain proficiency in and understanding of, the tools of geographical analysis: Methods in the cartographic and statistical organization of geographic data will be studied.

PRESCRIBED BOOKS
Broek & Webb—A Geography of Mankind (McGraw-Hill 1968)
Fullard & Darby—The University Atlas (George Philip & Sons)
Moroney—Facts from Figures (Penguin 1956)

HISTORY I
Aspects of Modern European History, from 1789 onwards
(Three hours per week, plus compulsory weekly tutorial).

This course will treat in depth certain key aspects of modern European History. Each aspect will be studied as a separate unit. The emphasis throughout will be on issues and ideas and no attempt will be made to present a chronological narrative. In addition, students will be introduced to some of the problems and techniques of historical interpretation. The subjects for study in 1973 will be: (a) the French Revolution; (b) Industrialization and Urban Growth; (c) the Challenge to Liberal Ideas: Communism and Fascism; (d) International Organization. Students will be expected to become thoroughly familiar with primary source material as well as major secondary works.
**MATHEMATICS I**

A subject of four lectures and two tutorial hours per week for three terms comprising the following topics. Summaries of these topics appear in the handbook of the Faculty of Mathematics and will also be available from the Department.

<table>
<thead>
<tr>
<th>Topic</th>
<th>Corequisite or Prerequisite Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>AN</td>
<td>Real Analysis</td>
</tr>
<tr>
<td>AL</td>
<td>Algebra</td>
</tr>
<tr>
<td>CA</td>
<td>Calculus</td>
</tr>
<tr>
<td>NM</td>
<td>Numerical Mathematics</td>
</tr>
</tbody>
</table>

**PRESCRIBED TEXTS**

<table>
<thead>
<tr>
<th>Topic</th>
<th>Corequisite or Prerequisite Text</th>
</tr>
</thead>
<tbody>
<tr>
<td>AN</td>
<td><em>Real Analysis—An Introductory Course</em> J. R. Giles (Wiley, 1972)</td>
</tr>
<tr>
<td>AL</td>
<td><em>A Basis for Linear Algebra</em> W. Brisley (Wiley, 1973)</td>
</tr>
<tr>
<td>NM</td>
<td><em>Introduction to Fortran IV Programming</em> J. M. Blatt (Computer Systems Aust, 1969)</td>
</tr>
</tbody>
</table>

**PART II SUBJECTS**

The following topics are among those 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 and 13 tutorials. 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. Summaries of these topics appear in the handbook of the Faculty of Mathematics and will also be available from the Department.

<table>
<thead>
<tr>
<th>Topic</th>
<th>Corequisite or Prerequisite Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Analysis of metric spaces</td>
</tr>
<tr>
<td>B</td>
<td>Complex analysis</td>
</tr>
<tr>
<td>C</td>
<td>Calculus and vector calculus</td>
</tr>
<tr>
<td>D</td>
<td>Linear algebra</td>
</tr>
<tr>
<td>E</td>
<td>Differential equations and integral transforms</td>
</tr>
<tr>
<td>F</td>
<td>Numerical analysis and computing</td>
</tr>
<tr>
<td>G</td>
<td>Fourier series, partial differential equations and special functions</td>
</tr>
<tr>
<td>H</td>
<td>Probability and statistics</td>
</tr>
<tr>
<td>I</td>
<td>Topic in statistics e.g. non-parametric methods</td>
</tr>
<tr>
<td>J</td>
<td>Topic in applied mathematics e.g. mathematical models</td>
</tr>
<tr>
<td>K</td>
<td>Topic in pure mathematics e.g. group theory</td>
</tr>
<tr>
<td>L</td>
<td>Topic in pure mathematics e.g. differential geometry</td>
</tr>
</tbody>
</table>

**PRESCRIBED TEXTS**

<table>
<thead>
<tr>
<th>Topic</th>
<th>Corequisite or Prerequisite Text</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td><em>Analysis of Metric Spaces</em> A. J. White (Addison-Wesley, 1968)</td>
</tr>
<tr>
<td>C</td>
<td><em>Calculus and Vector Calculus</em> T. Apostol (Ginn Blaisdell, 1969)</td>
</tr>
<tr>
<td>D</td>
<td><em>Linear Algebra</em> S. Lipschutz (Schaum, 1968)</td>
</tr>
</tbody>
</table>
PSYCHOLOGY I

Psychology I consists 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 subject is a general introduction to psychology and includes social psychology, learning theory, motivation, developmental psychology, physiological psychology, comparative psychology, theory of measurement and descriptive statistics and statistical analysis of data.

TEXT BOOKS
OR
OR

Additional texts may 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 Economic Statistics I and Economic Statistics II (or Statistical Analysis) at an appropriate stage of their course.

All candidates intending to select Economic Statistics II, Statistical Analysis 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) Economics IE (formerly Microeconomics)
(ii) Economic Statistics I

ECONOMICS IIA
(i) Economics IIE (formerly Macroeconomics)
(ii) Economic Statistics I (formerly Elementary Economic Statistics) if that subject was not taken in Economics I; otherwise, ONE OF:
   (a) Economic Statistics II*
   (b) Statistical Analysis*
   (c) Money and Banking
(iii) Candidates 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 IIA or have already passed it)
TWO OF:
(i) Industry Economics
(ii) Labour Economics
(iii) Money and Banking (if Monetary Economics not taken previously)
(iv) Economic Statistics II* (if Commerce Statistics not taken previously)
   OR
   Statistical Analysis* (if Statistical Analysis I not taken previously)

ECONOMICS IIIA

(i) Growth and Development
(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 IIIIB

For students who are enrolled in Economics IIIA or have already passed it)
TWO OF:
(i) Econometrics I*
(ii) Mathematical Economics
(iii) Theory of Economic Policy
(iv) History of Economic Thought
(v) Industry Economics OR Labour Economics OR Money and Banking (formerly Monetary Economics) (if not taken previously)
(vi) Economic Statistics II (formerly Commerce Statistics) OR Statistical Analysis* (formerly Statistical Analysis I) (if not taken previously)
(vii) Labour Relations
   Candidates for an Honours Degree must have their selection of subjects approved by the Head of the Department of Economics.

ECONOMICS IV — ADVANCED ECONOMIC ANALYSIS

Students taking Economics IV in their B.A. Honours Degree are offered a choice between alternative programmes
(i) four units PLUS a thesis embodying results of a major investigation
OR (ii) six units.

In 1973 the topics (or units) to be offered are:
- Microeconomic Theory (1 unit)
- Welfare Economics (1 unit)
- Economic Planning (1 unit)
- Economic Development (1 unit)
- History of Modern Economic Thought (1 unit)
- Regional Economics (1 unit)
- Urban Economics (1 unit)
- Econometrics II (1 unit)
- Transport Economics (1 unit)
- Econometrics I (1 unit)

PLUS
- Econometrics I (where approved)

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 requirement will be passes at credit level in the second and third years.

* PREREQUISITE SUBJECTS

1. Economic Statistics I is a prerequisite for Economic Statistics II and Statistical Analysis, 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 Economic Statistics II or Statistical Analysis.
2. Economic Statistics II or Statistical Analysis is a prerequisite for Econometrics I. Candidates who intend to select Econometrics I are advised to enrol in Statistical Analysis I in Economics IIA or IIB.

TRANSFER SUBJECTS

The transfer subjects in Economics are available only to those undergraduates who passed Economics I or Economics II at the 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) Economics IE (formerly Microeconomics)
(ii) Economic Statistics I (formerly Elementary Economic Statistics) if that subject, or its equivalent, was not taken previously; otherwise, ONE OF:
   (a) Economic Statistics II OR Statistical Analysis
   (b) Money and Banking
(iii) Candidates for the Honours Degree may be required to take some additional work prescribed by the Head of the Department of Economics.

ECONOMICS IIIBT

Same as for Economics IIIB.

ECONOMICS IIIAT

(i) Economics IE (formerly 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 passed Economics IIAT but not Economics IIIBT and is currently enrolled in Economics IIIAT only.

ECONOMICS IIIIBT

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

TWO OF:
   (i) Econometrics I
   (ii) Mathematical Economics
   (iii) Theory of Economic Policy
   (iv) History of Economic Thought (only if Economics IIIAT has already been passed)
   (v) Industry Economics OR Labour Economics OR Money and Banking (formerly Monetary Economics) (if not taken previously)
   (vi) Growth and Development (only if Economics IIIAT has already been passed)
   (vii) Economic Statistics II (formerly Commerce Statistics) OR Statistical Analysis (formerly Statistical Analysis I) (if not taken previously)
   (viii) Labour Relations (for which Labour Economics is a prerequisite)

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, Economics and Legal Studies leading to the Diploma in Business Studies and to M.Com and Ph.D. degrees. In the Department of Economics study for the M.Com degree may be either by research and thesis or by coursework. This degree by coursework should appeal to those candidates whose special interest lies in the fields of Industrial Economics. However, postgraduate candidates with other interests will be able to choose courses designed to cater for their particular requirements. Candidates for the coursework degree programme are advised to write to the Head of the Department of Economics. The Department of Economics also accepts candidates for M.A. degrees.

In the Department of Commerce and the Department of Legal Studies the degree of Master of Commerce may at present be taken only by research and thesis. Whether the applicant desires to take the Master of Commerce degree in the Department of Economics, the Department of Commerce or the Department of Legal Studies he should 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 his ability to carry out the programme of study and research.

As an extension of the postgraduate subject, Professional Accounting Studies, the Faculty has introduced a course leading to the award of a Diploma in Business Studies. The subjects which may be included in the Diploma course are specified in the Appendix to the Requirements (see page 146). Enquiries concerning the course in the Diploma in Business Studies should be directed to Mr. D. Karpin, Department of Commerce or to the Faculty Secretary, Mr. T. G. Chapman, Extension 296 or dial 68 5296.

The Diploma in Business Studies, if including certain specified subjects, or the Master of Commerce degree taken in the Department of Commerce satisfy the examination requirements for advancement to Senior Associate Status in the Australian Society of Accountants.

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

Conditions of award of these higher degrees are given in the following pages.
REQUIREMENTS FOR THE DIPLOMA IN
BUSINESS STUDIES

1. In the Requirements unless the contrary intention appears, "the Faculty" means the Faculty of Economics and Commerce and "the Faculty Board" means the Faculty Board of the Faculty of Economics and Commerce.

2. (a) An applicant for registration for the Diploma shall have satisfied the requirements for admission to the degree of Bachelor of Commerce in the University of Newcastle.

(b) An applicant who is a graduate of another University, University College, College of Advanced Education or other Faculty of the University (other than as specified in (a) above) may, on the recommendation of the Head of the Department of Commerce, be permitted by the Faculty Board to register as a candidate for the Diploma.

(c) An applicant who has other qualifications and professional experience may, on the recommendation of the Head of the Department of Commerce, be permitted by the Faculty Board to register as a candidate for the Diploma.

3. Candidates approved for registration for the Diploma shall be selected for admission by the Faculty Board on the recommendation of the Head of the Department of Commerce.

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 or course only by informing the Secretary to the University in writing and the withdrawal shall take effect from the date of receipt of such notification.

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

6. An applicant for registration or a candidate for the Diploma may be granted standing on conditions to be determined by the Faculty Board.

7. (a) To complete a subject qualifying towards the Diploma, 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 the Diploma for no more than five years from the year in which it is passed.

8. (a) To qualify for the Diploma a candidate shall, in not less than two years of part-time study, pass the required number of subjects from those listed in the Appendix to these Requirements save that a candidate with experience deemed by the Head of the Department of Commerce to be appropriate may be permitted to enrol as a full-time candidate in order to complete the requirements for the Diploma in not less than one year of full-time study.

(b) To qualify for the Diploma a candidate shall pass:

(i) five subjects selected from those specified in Groups A and B in the Appendix to these Requirements, at least three of which subjects shall be selected from Group B and all of which may be selected from Group B;

(ii) a Research Essay shown as Group C in the Appendix to these Requirements.

9. All subjects listed by the Faculty Board may not necessarily be offered in any one year.

10. In order to provide for exceptional circumstances arising in particular cases, the Senate, on the recommendation of the Faculty Board may relax any Requirement.
APPENDIX TO REQUIREMENTS FOR THE DIPLOMA IN BUSINESS STUDIES

STAGE 1: Three subjects selected from Groups A and B.
STAGE 2: Two subjects selected from Groups A and B, plus Group C.

Group A*

<table>
<thead>
<tr>
<th>Subject</th>
<th>Prerequisite</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting IIIA</td>
<td></td>
</tr>
<tr>
<td>Accounting IIIB</td>
<td></td>
</tr>
<tr>
<td><strong>Auditing</strong></td>
<td></td>
</tr>
<tr>
<td>Econometrics I</td>
<td></td>
</tr>
<tr>
<td><strong>Financial Management</strong></td>
<td></td>
</tr>
<tr>
<td>Industrial Law</td>
<td></td>
</tr>
<tr>
<td>Labour Relations</td>
<td></td>
</tr>
<tr>
<td>Legal Studies III</td>
<td></td>
</tr>
<tr>
<td><strong>Marketing</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Quantitative Methods</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Securities Analysis</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Sociological Aspects of Management</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Taxation</strong></td>
<td></td>
</tr>
</tbody>
</table>

Other subjects in the ordinary Bachelor of Commerce degree programme as approved by the Faculty Board for this purpose.

Group B¹ — see page 147

<table>
<thead>
<tr>
<th>Subject</th>
<th>Prerequisite</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting and Financial Studies² — see page 147</td>
<td></td>
</tr>
<tr>
<td>Accounting Theory</td>
<td>Accounting IIIA</td>
</tr>
<tr>
<td>Advanced Managerial and Industrial Accounting</td>
<td>Accounting IIIB</td>
</tr>
<tr>
<td>Advanced Auditing</td>
<td>Accounting IIA</td>
</tr>
<tr>
<td>Advanced Financial Management</td>
<td>Management Studies I</td>
</tr>
<tr>
<td>Advanced Taxation and Tax Planning</td>
<td>Accounting IIA</td>
</tr>
</tbody>
</table>

* Five subjects must be selected from Groups A and B, all of which subjects may be selected from Group B; not more than two subjects may be selected from Group A.

** Of these subjects two shall count as one subject for the purposes of satisfying requirement 8b(i) (i.e. these subjects shall be regarded as 'half' subjects for this purpose).

Group B (cont.)

<table>
<thead>
<tr>
<th>Subject</th>
<th>Prerequisite</th>
</tr>
</thead>
<tbody>
<tr>
<td>Behavioural and Social Framework in Business</td>
<td>Management Studies II</td>
</tr>
<tr>
<td>Commercial Programming</td>
<td>Accounting Systems and Computer Applications</td>
</tr>
<tr>
<td>Corporate Strategy</td>
<td>Legal Studies II</td>
</tr>
<tr>
<td>Law of Duties and Estate Planning</td>
<td>Legal Studies I</td>
</tr>
<tr>
<td>Marketing Management</td>
<td>Management Studies</td>
</tr>
<tr>
<td>Personnel Management</td>
<td></td>
</tr>
<tr>
<td>Political and Legal Institutions</td>
<td></td>
</tr>
<tr>
<td>Quantitative Applications in Management Studies</td>
<td></td>
</tr>
<tr>
<td>Social and Public Authority Accounting</td>
<td>Accounting Systems and Computer Applications</td>
</tr>
<tr>
<td>Systems Analysis and Design</td>
<td></td>
</tr>
</tbody>
</table>

Other subjects as approved by the Faculty Board.

A candidate who has not fulfilled the prerequisite arrangement specified for a Group B subject may, on the recommendation of the Head of the Department of Commerce, be permitted by the Faculty Board to enrol concurrently in the relevant subjects.

Group C

Research Essay

EXPLANATORY NOTES TO THE APPENDIX TO REQUIREMENT FOR THE DIPLOMA IN BUSINESS STUDIES


Note 2. This subject will be offered on the following conditions:
(i) the subject is restricted to students who have not previously passed any accounting examinations at tertiary level.
(ii) the subject may be incorporated in Stage 1 only.
CONDITIONS FOR THE GRANTING OF STANDING IN THE DIPLOMA IN BUSINESS STUDIES COURSE

1. Standing in a subject in the Diploma in Business Studies shall require the approval of the Faculty Board on the recommendation of the Head of the Department of Commerce.

2. A candidate will not be eligible for standing in any subject for which credit has been given for the award of another degree or diploma, except as otherwise provided for in succeeding clauses.

3. A candidate who has passed a subject* offered in the postgraduate course in Professional Accounting Studies in the years 1969, 1970, 1971 or 1972 shall be granted standing in the corresponding subject in the Diploma in Business Studies, provided he enrolls in the Diploma within five years of having passed such subject.

4. A candidate who has been awarded the Bachelor of Commerce (Honours) Degree specialising in Accounting in the University of Newcastle shall be granted standing in the subject, Accounting Theory.

5. A candidate who has passed either (i) the Master of Commerce qualifying course, or (ii) the equivalent of one full-time year of the course work under clause 9(ii) of the present Master of Commerce requirements within the Department of Commerce in the University of Newcastle or who has been awarded the degree of Master of Commerce for work completed as a student registered in that Department, shall normally be granted standing in the subject, Accounting Theory.

6. A graduate of an approved institution who has completed the honours degree specialising in Accounting or who has completed postgraduate studies considered equivalent to those specified in paragraph (5) above, may be granted standing on the same basis as a graduate of the University of Newcastle.

7. Where a candidate has completed Stage I of the Diploma Course he may be granted standing by the Faculty Board in respect of another subject subsequently passed at another University or University College under the following conditions:
   (a) the subject for which standing is granted shall have a reasonable correspondence with a subject included in the Diploma in Business Studies programme; and,
   (b) standing shall not be granted for more than two subjects.

* Auditing, Taxation and Tax Planning and/or Accounting Systems and Computer Applications.

TRANSITIONAL ARRANGEMENTS FOR THE DIPLOMA IN BUSINESS STUDIES

As from 26th February, 1973, several subjects will be deleted from Group A and the titles of some subjects in Group B will be changed in the Appendix to Requirements for the Diploma in Business Studies. Students who were enrolled in the course prior to 1973 will be granted standing in the new course for subjects corresponding to those already completed. The correspondence between subjects is given in the following schedule:

<table>
<thead>
<tr>
<th>Subjects completed towards Diploma prior to 26th February, 1973.</th>
<th>Subjects of new course for which standing is granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting Systems and Computer Applications</td>
<td>Group B</td>
</tr>
<tr>
<td>Industry Economics</td>
<td>In each case one Group A subject — title not specified.</td>
</tr>
<tr>
<td>Labour Economics</td>
<td>Industrial Law</td>
</tr>
<tr>
<td>Legal Studies I</td>
<td>Group A</td>
</tr>
<tr>
<td>Legal Studies II</td>
<td>Auditing</td>
</tr>
<tr>
<td>Management Studies I</td>
<td>Marketing</td>
</tr>
<tr>
<td>Management Studies II</td>
<td>Taxation and Tax Planning</td>
</tr>
<tr>
<td>Industrial and Administrative Law</td>
<td>Group B</td>
</tr>
<tr>
<td>Group A</td>
<td>Advanced Auditing</td>
</tr>
<tr>
<td>Accounting Systems and Computer Applications</td>
<td>Marketing Management</td>
</tr>
<tr>
<td>Industry Economics</td>
<td>Advanced Taxation and Tax Planning</td>
</tr>
</tbody>
</table>

A candidate shall not include in his future programme for the Diploma in Business Studies any subject which is equivalent to part or all of a subject which he has previously passed.
REQUIREMENTS FOR THE DEGREE OF
MASTER OF COMMERCE

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

* Refer to Policy in Relation to the Operation of Clause 9 (ii) of The Requirements for the Degree of Master of Commerce on page 153.

† The Degree by Coursework and Dissertation is only offered in the Department of Economics at present and further details of this degree course are available in the Brochure, "Graduate Studies in Economics."
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 (1968) 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.
I REQUIREMENTS FOR THE DEGREE OF

DOCTOR OF PHILOSOPHY

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

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

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

   or

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

   or

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

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

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

   (i) apply on the prescribed form at least one calendar month before the commencement of the term in which he desires to register;

   and

   (ii) submit with his application a certificate from the Head of the Department in which he proposes to study stating that the candidate is a fit person to undertake a course of study or research leading to the Ph.D. degree and that the Department is willing to undertake the responsibility of supervising the work of the candidate.

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

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

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

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

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

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

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

   (i) The greater proportion of the work described must have been completed subsequent to registration for the Ph.D. degree.

   (ii) It must be a distinct contribution to the knowledge of the subject.

   (iii) It must be written in English or in a language approved by the Senate and reach a satisfactory standard of literary presentation.

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

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

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

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

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

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

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

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

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

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

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

**Requirements for the Degree of Doctor of Science**

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

2. An applicant for registration for the degree of Doctor of Science shall hold a degree of the University of Newcastle or a degree from another University recognized 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 in Management Studies, Advanced Auditing, and Advanced Taxation and Tax Planning. The subject is specifically directed to the requirement 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 (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 is set out on page 118.

The three courses included in the subject of Professional Accounting Studies are also included as separate subjects in the degree and diploma programmes. Candidates intending to enrol in Professional Accounting Studies should, prior to enrolment, ascertain whether each of the three courses will be offered in 1973. Enquiries should be directed to Mr. D. S. Karpin, Department of Commerce, or the Faculty Secretary, Mr. T. G. Chapman, extension 296 or dial 68 5296.

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 1973.

FORTRAN PROGRAMMING

The Mathematics Department offers as part of Mathematics I, lectures in Fortran Programming for the University's ICL 1904A computer. The course should be of major interest to Honours students.