

2008
handbook

Nursing and Midwifery



The University of Sydney

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Acknowledgements



The Arms of the University

Sidere mens eadem mutato

*Though the constellation may change
the spirit remains the same*

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Official course information

Faculty handbooks and their respective online updates along with the University of Sydney Calendar form the official legal source of information relating to study at the University of Sydney. Please refer to the following websites:

www.usyd.edu.au/handbooks
www.usyd.edu.au/calendar

Amendments

All authorised amendments to this handbook can be found at www.usyd.edu.au/handbooks/handbooks_admin/updates.shtml

Disability access

Accessible versions of this document in Microsoft Word are available at www.usyd.edu.au/handbooks/handbooks_disability/index.shtml

Resolutions

The Coursework Clause

Resolutions must be read in conjunction with the *University of Sydney (Coursework) Rule 2000 (as amended)*, which sets out the requirements for all undergraduate courses, and the relevant Resolutions of the Senate.

The Research Clause

All postgraduate research courses must be read in conjunction with the relevant rules and Resolutions of the Senate and Academic Board, including but not limited to:

1. the *University of Sydney (Amendment Act) Rule 1999 (as amended)*; and
2. the *University of Sydney (Doctor of Philosophy (PhD)) Rule 2004*;
3. the Resolutions of the Academic Board relating to the Examination Procedure for the Degree of Doctor of Philosophy; and
4. the relevant Faculty Resolutions.

Disclaimers

1. The material in this handbook may contain references to persons who are deceased.
2. The information in this handbook was as accurate as possible at the time of printing. The University reserves the right to make changes to the information in this handbook, including prerequisites for units of study, as appropriate. Students should check with faculties for current, detailed information regarding units of study.

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The price of this handbook can be found on the back cover and is in Australian dollars. The price includes GST.

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Important dates

University semester and vacation dates for 2008

Summer School lectures	Dates
December program	Monday 10 December to Thursday 31 January
Main program	Friday 4 January to Friday 15 February
Late January program	Monday 14 January to Friday 22 February
Winter School lectures	Dates
For the latest dates please refer to www.summer.usyd.edu.au/summer_winter/	
Semester One	Dates
International student orientation (Semester One) - full degree	Wednesday 20 February and Thursday 21 February
International student orientation (Semester One) - STABEX	Monday 18 February and Tuesday 19 February
Lectures begin	Monday 3 March
AVCC Common Week/non-teaching Easter period	Friday 21 March to Friday 28 March
International application deadline (Semester Two)*	Wednesday 30 April
Last day of lectures	Friday 6 June
Study vacation	Monday 9 June to Friday 13 June
Examination period	Monday 16 June to Saturday 28 June
Semester ends	Saturday 28 June
AVCC Common Week/non-teaching period	Monday 7 July to Friday 11 July
Semester Two	Dates
International student orientation (Semester Two) - full degree	Wednesday 23 July and Thursday 24 July
International student orientation (Semester Two) - STABEX	Monday 21 July and Tuesday 22 July
Lectures begin	Monday 28 July
AVCC Common Week/non-teaching period	Monday 29 September to Friday 3 October
International application deadline (Semester One 2008)*	Friday 31 October*
Last day of lectures	Friday 31 October
Study vacation	Monday 3 November to Friday 7 November
Examination period	Monday 10 November to Saturday 22 November
Semester ends	Saturday 22 November

*Except for the Faculties of Dentistry and Medicine and the Master of Pharmacy course. See www.acer.edu.au for details.

Last dates for withdrawal or discontinuation for 2008

Semester One units of study	Dates
Last day to add a unit	Friday 14 March
Last day for withdrawal	Monday 31 March
Last day to discontinue without failure (DNF)	Friday 25 April
Last to discontinue (Discontinued - Fail)	Friday 6 June
Semester Two units of study	Dates
Last day to add a unit	Friday 8 August
Last day for withdrawal	Sunday 31 August
Last day to discontinue without a failure (DNF)	Friday 12 September
Last day to discontinue (Discontinued - Fail)	Friday 31 October
Last day to withdraw from a non-standard unit of study	Census date of the unit, which must not be earlier than 20 per cent of the way through the period of time during which the unit is undertaken
Public holidays	Dates
Australia Day	Monday 28 January
Good Friday	Friday 21 March
Easter Monday	Monday 24 March
Anzac Day	Friday 25 April
Queen's Birthday	Monday 9 June
Labour Day	Monday 6 October



What is a handbook?

The handbook is an official publication and an essential guide for every student who studies at the University of Sydney. It is an important source of enrolment information. It can also help you with more than just planning your course of study.

As a student at the University of Sydney you need to be aware of course structures and content, who your lecturers are, as well as examination procedures. You should also become familiar with University policies and faculty rules and regulations. The handbook will supply a lot of this information.

It will also point you to places and people around the University who can help you with enquiries about library loans, childcare, fees, casual employment, places to eat and stay, support groups and much, much more.

What new students need to know

- terminology used for courses and programs of study
- semester dates and examination periods
- important contact details
- how to plan your study program
- rules and policies on assessment, satisfactory progression, honours etc.
- what University services are available and where to find them
- how to get around your campus

At the beginning of many of these chapters there will be explanations to help you proceed further.

Where to find what

Course terminology

University terminology – like 'credit point', 'unit of study', 'WAM' etc – can be found at the back of all handbooks.

Definitions of all terminology are located in the General University information section under **Abbreviations and Glossary**, at the back of this handbook.

Dates

The start and finish dates of semester can be found in the front section of the handbook. Summer School dates are in the General University section at the back of the handbook.

Contents and index

The comprehensive **contents** section at the front of the handbook explains the details you'll find within each chapter.

You'll find information like:

- how and where to contact Faculty staff
- how to select your units of study and programs
- a list of degrees
- detailed information on all units of study – classified by unit identifiers (a four-alpha, four-digit code and a title)
- electives and streams
- scholarships and prizes
- information specific to faculties

The **index** lists units of study only. It allows you to check every reference which refers to your unit of study within the handbook. It is divided into two parts, and lists units of study alphabetically (by course name) and again by course code (alphanumeric), for your convenience.

Colour-coded sections

- Ivory – for pre-registration courses
- Blue – for postgraduate courses

Faculty rules and regulations

Faculty resolutions are the rules and regulations pertaining to a specific faculty. They can generally be found in their own chapter, or next to the relevant units of study.

These should be read along with the University's own *Coursework Rule 2000 (as amended)* which can be found in the University Calendar at www.usyd.edu.au/calendar. Together they outline the agreement between student and faculty, and student and University.

General University information

This is information about the University in general, rather than information specific to the faculty. This information is at the back of the book and includes, among other things:

- University terminology and abbreviations
- campus maps to help you find your way around
- Summer School information
- international student information
- student services
- where to find the University Coursework Rule and PhD Rule.

Course planner

You might like to plot the course of your degree as you read about your units of study. This planner can be found at the back of the handbook.

Timetables

For information about personal timetables, centrally timetabled units of study, and venue bookings, see www.usyd.edu.au/studentcentre/timetabling.shtml.

For the session calendar, see <http://web.timetable.usyd.edu.au/calendar.jsp>

Students with a disability

Accessible versions of this document, including word, pdf and html versions are available at www.usyd.edu.au/handbooks/handbooks_disability/.

You can find information on Disability Services in the General University information section of the handbook. The Service can provide information regarding assistance with enrolment and course requirement modifications where appropriate.

For details on registering with the Service and online resources see the Disability Services website: www.usyd.edu.au/disability.

Handbook updates

The information in the handbook is current at the time of publication. Updated information to handbooks and references to University policies such as plagiarism and special consideration, among others can be found in the University's website.

Feedback regarding the Handbook is welcome.

Visit www.usyd.edu.au/handbooks

Welcome from the Dean

On behalf of the staff of the faculty, I welcome you and hope that your time in the Faculty of Nursing and Midwifery at the University of Sydney will be productive and happy. The Faculty has a short but rich history of intellectual and scholarly works and an outstanding reputation for diversity and excellence. You will be studying in one of the region's leading nursing and midwifery faculties.

We are part of a vibrant and international learning community incorporating academics, students, clinical colleagues in the health service, and other universities and research institutions. We equip our students educationally for a professionally rewarding and successful career in their chosen field, with many of our alumni holding senior positions in the nursing, midwifery and health communities within Australia and internationally.

In 2006 the Faculty commenced a new phase for professional study of nursing and midwifery in Australia by shifting to a postgraduate focus. This means that the Faculty focuses on more advanced and specialised courses and research. A number of new and different opportunities will be available to you.

The Faculty of Nursing and Midwifery is committed to providing a university education that is at the cutting edge of knowledge, is intellectually rigorous, and professionally enriching. Our programs are informed by the most recent research findings, by best-practice teaching and learning techniques, and by an understanding of nursing, midwifery and health practices, both nationally and internationally.

For people starting a career in nursing we offer two pathways: the graduate entry Master of Nursing if you have a first degree in a field that is not nursing; and a range of innovative combined degree programs in which you complete an undergraduate degree in a relevant field with the Master of Nursing.

This pattern will take a minimum of four years. These combined degrees provide unique opportunities offered only at the University of Sydney. The partner undergraduate degrees are the Bachelor of Arts, Bachelor of Science, Bachelor of Health Science or the Bachelor of Applied Science (Exercise and Sports Science).



If you are a registered nurse or midwife wanting to undertake further study you can do this in many different ways. You can audit or enrol in a single unit of study; enrol in a range of coursework programs including graduate certificates, and masters degrees; or enrol in a research degree such as the Bachelor of Nursing (Honours), Master of Nursing (Honours), Master of Midwifery (Honours), Master of Philosophy or Doctor of Philosophy; and for the first time in 2008, the Doctor of Nursing or Doctor of Midwifery.

The Faculty's research programs allow for a variety of topics and fields to be investigated in a range of areas. Increasingly we will be engaged in interdisciplinary and interprofessional research.

I hope that you will enjoy studying with us and that you will make the most of the abundant opportunities that are yours as a student of the Faculty of Nursing and Midwifery at the University of Sydney.

Jocalyn Lawler
Outgoing Dean



1. Introduction and use of this handbook

This handbook provides you with information about the degrees offered by the Faculty. It contains separate chapters that deal with pre-registration (courses that lead to registration as a nurse), post-registration (courses that are designed for registered nurses to upgrade their qualifications from certificate and/or diploma to bachelor's degree level), postgraduate coursework studies for registered nurses, health services management and research degrees.

In all of the above cases you will be able to find the units of study you need to complete a degree and in many instances, the order in which you need to study the units. There is also a specific chapter which deals with the rules and regulations that govern each of the degrees and under which decisions about your study may be made.

To learn more about the course you have enrolled in or wish to enrol in, you should go to the chapter which best describes your circumstances.

In addition to the above information the handbook may be used to learn more about the staff of the Faculty and their research interests, general information about clinical requirements, both off-campus and in the laboratories, specific Faculty dates, which may vary from those published by the University, and other information about Faculty operations.

Semester dates 2008

For details of the Faculty of Nursing and Midwifery semester dates for 2008, visit www.nursing.usyd.edu.au/cs/timetables.shtml#pos.



2. History of the Faculty

Nursing education

Prior to 1983 the majority of nurse education within Australia was conducted by hospital-based, or hospital-affiliated, schools of nursing and was of an apprenticeship nature. This education was the responsibility of the Minister(s) for Health and, within each state, a statutory authority was established with specific powers and responsibilities for nurse education. In New South Wales this authority is the Nurses Registration Board of New South Wales which was, and still is, responsible for setting educational standards for nursing programs and maintaining a register of qualified nurses. Until 1983, at the individual hospital level, responsibility for nurse education was shared by the hospital administration including the then Matron (Director of Nursing).

Throughout the late 1960s until 1983 the nursing profession, both in New South Wales and across Australia, was subjected to investigation by a plethora of expert committees which examined numerous aspects of nursing, including educational preparation. The reports of these committees were widely circulated and discussed both inside and outside of the nursing profession. These reports provided an important stimulus for change to nursing and to the educational preparation of nurses.

There were, however, a number of other factors that helped to accelerate the rate of change. Important among these were the growing militancy of nurses to obtain improved wages and conditions and the problems created by attempting to improve nurse education within the existing framework. The changing role of the nurse as well as the developments taking place in nursing and nurse education internationally also contributed to this change. General social factors, including the role of women and the increased general education of the population, as well as increasing cohesiveness between the various nursing organisations across Australia were also important contributing factors.

On 7 November 1983, the then State Minister for Health in New South Wales, Mr Laurie Brereton, announced that from January 1985, all basic nurse education would be conducted by the higher education sector. Then, on 24 August 1984, the Federal Government made an historic announcement when it gave its in-principle support for the full transfer of nurse education into the higher education sector. This education would then be the responsibility of the Federal Minister for Education. The full transfer of nurse education into this sector was to be completed by 1993.

The Faculty of Nursing

The transfer of basic nurse education into the higher education sector ultimately led to the formation of the Faculty of Nursing within the University of Sydney in 1991. This Faculty developed from two previous nursing groups within the college of advanced education sector; the School of Nursing, Cumberland College of Health Sciences, and the Institute of Nursing Studies, Sydney College of Advanced Education.

In 1992 a further milestone in the education of nurses was reached when the initial pre-registration course became a degree, the Bachelor of Nursing, across Australia.

In 1993 the decision was taken to integrate the two nursing groups within the University of Sydney (the Faculty of Nursing and the School of Nursing, Faculty of Health Sciences) into the one Faculty of Nursing from January 1994.

From 1994 to 2004 the Faculty of Nursing offered a full range of courses at the undergraduate and graduate levels. Undergraduate courses included the Bachelor of Nursing (Pre-Registration), a conversion Bachelor of Nursing (for registered nurses), a Bachelor of Nursing (Honours), and starting in 2000, the Faculty introduced the first of a series of combined undergraduate degrees. A range of graduate specialty clinical coursework awards and research degrees including the Master of Philosophy (Nursing) and a Doctor of Philosophy were offered by the Faculty.

The Faculty made a further step in its continuing development and growing strength when it began to consolidate onto the Mallett Street campus in 2000. From 2000 no new students enrolled at the Cumberland campus. This process was completed at the end of 2001. This change enabled the Faculty of Nursing to strengthen and develop further its range of courses and its research profile.

The Faculty of Nursing and Midwifery

During 2004 a number of major decisions were made about the future profile of the Faculty. Among these was a change of name to the Faculty of Nursing and Midwifery, the disestablishment of departments and the phasing out of undergraduate courses to become, over time, a specialised postgraduate, post-registration and graduate entry faculty with a greater focus on research.

The Faculty introduced a new range of pre-registration degrees including the Master of Nursing, a two year graduate entry program, a number of combined degrees and a revamped postgraduate coursework program. It also added to the research degree portfolio to include a Doctor of Health Services Management.

The Faculty of Nursing has close affiliations with the health care sector, in particular, Central Sydney Area Health Service, the Northern Sydney Area Health Service, the South Eastern Sydney Area Health Service, and Western Sydney Area Health Service. The Faculty continues to develop close links with the health care service sector for the continuing education and professional preparation of nurses, the clinical practice of nursing and research.



3. Guide to the Faculty

Contact details

88 Mallett Street
Camperdown NSW 2050
Toll free: 1800 628 518
Phone: +61 2 9351 0693
Fax: +61 2 9351 0508
Email: fon@nursing.usyd.edu.au
Web: www.nursing.usyd.edu.au

Postal address

Faculty of Nursing (M02)
University of Sydney NSW 2006

Centres and units

International and Professional Studies

Director: Stuart Newman
Administrative Officer: Nada Dunda
Phone: +61 2 9351 0677
Fax: +61 2 9351 0679

Nursing History Research Unit

Director: Emeritus Professor R Lynette Russell
Phone: +61 2 9351 0696
Fax: +61 2 9351 0508

Centre for Midwifery and Nursing Research

Royal Prince Alfred Hospital Women & Babies and Faculty of Nursing & Midwifery
Contact: Dr Sandie Bredemyer
Phone: +61 2 9351 0505

Constitution of the Faculty

1. The Faculty of Nursing shall comprise the following persons:
 - 1.1 the professors, readers, associate professors, senior lecturers, lecturers, associate lecturers and postgraduate fellows who are full-time or at least half time-members of the academic staff in the Faculty;
 - 1.2 the professors, readers, associate professors, senior lecturers, lecturers, associate lecturers and postgraduate fellows being members of the academic staff who are on continuing or fixed term appointments (of at least two years) in the departments and research centres included in subsection 1.1;
 - 1.3 the Dean, or a nominee of the Dean, of each of the Faculties of, Arts, Health Sciences, Medicine, Pharmacy and Science;
 - 1.4 the Executive Officer who will act as Faculty Secretary;
 - 1.5 the Librarian of the Mallett Street library;
 - 1.6 full-time members of research staff of the departments and research centres included in subsection 1.1 who hold appointments of research fellow and above;
 - 1.7 not more than five students, i.e. three students enrolled in an undergraduate, pre-registration (Master of Nursing) or post-registration degree, one student enrolled in a postgraduate coursework degree or diploma offered by the Faculty, and one from among the postgraduate research students elected in the manner prescribed by resolutions of Senate;
 - 1.8 persons upon whom the title of adjunct professor, adjunct associate professor, clinical professor, clinical associate professor, clinical senior lecturer, clinical lecturer, clinical associate lecturer, and has been awarded in accordance with the resolutions of the Academic Board;
 - 1.9 four of the directors of nursing of health care agencies associated with the Faculty and up to five other members of the nursing profession appointed by the Faculty on the nomination of the Dean;
 - 1.10 not more than five persons, who have teaching, research or other appropriate associations with the work of the Faculty, appointed by the Faculty on the nomination of the Dean;
 - 1.11 two persons, being members of the general staff employed by the Faculty of Nursing and Midwifery having a close and appropriate association with the Faculty's work of teaching and research, to be appointed by the Dean.
2. A person appointed in accordance with sections 1.9 to 1.11 shall hold office for a period of two years unless otherwise specified at the time of appointment and shall be eligible for reappointment.



Committees of the Faculty

The committees of the Faculty of Nursing and Midwifery are responsible for the development and implementation of faculty policies. The Dean is a member of every committee of the faculty and may preside at meetings of those committees. Student membership is available on the Faculty of Nursing and Midwifery, the Board of Studies, the Learning and Teaching Committee and the Student/Staff Liaison Subcommittee.

University committees:

- Faculty of Nursing and Midwifery
- Board of Studies (BOS)
- Professional Standards Subcommittee (a subcommittee of the BOS)
- Learning and Teaching Committee (LTC)
- Student/Staff Liaison Subcommittee (a subcommittee of LTC)
- Research and Research Training Committee
- Honorary Titles Assessment Committee

Committees of the Dean:

- Faculty Management Committee (FMC)
- Finance and Strategy Committee

Faculty staff

Dean (until 21 January 2008)

Professor Jocelyn Lawler, RN CertOpThNursing BSocSc MEd *UNE* PhD *UNSW* AssDipNursEd *Armidale CAE*, FCN(NSW)

Dean (from 22 January 2008)

Professor Jill White, RN RM AssocDipNEd *Cumb* BEd *SCAE* MEd *Syd* PhD *Adelaide*

Executive Assistant to the Dean

Tim McCarron, BA(Hons) *ANU* MA *Syd*

Pro Dean

Dr Maureen Boughton, RN RM M'CraftCert BEd(Nursing) *UNE* PhD *Syd* DipNursEd *ADCHN*, FRNCA *MACM*

Associate Deans

Learning and Teaching

Professor Trudy Rudge, RN(NZ) RMHN(NSW) BA(Hons) *Adelaide* PhD *La Trobe*

Academic

Dr Murray Fisher, RN IntCare Cert BHlthSc(Nursing) *UTS* MHPed *UNSW* DipAppSc(Nursing) CCES PhD, MRCNA

Research

Professor Kate White, RN CertOnc CertPall MN *ACU* PhD, FRCNA *FCN (NSW)*

Sub Deans

Academic

Dr Lillian Hayes, RN BA MPH PhD DipEd(Sec) DipEd(Nursing) *SCAE*

Clinical Education

Dr Jenny Green, RN BAppSc(Nursing) GradDipEd *WAIT* PhD *CertNeuroNursing*, FRCNA *FCN*

Graduate Entry

Lynne Brown, RN BHSc(Nursing) *Charles Sturt* MN(Honours) *UWS*

E-learning

Dr Sandra H West, RN RM IntCareCert BSc PhD *Macq*, FRCNA

Indigenous Strategy and Undergraduate

Vicki Bradford, RN MIndig Hlth Studies *W'gong* GradDipIndHlth Studies

International and Post-registration Students

Stuart Newman, RN IntCareCert BEd(Nursing) *UNE* MHLth(Admin) *UNSW*

Postgraduate Coursework

Jem Masters, RN RSCN UK CertMHlth MMgt GradDipNMgt *UTS*

Research

Dr Heather McKenzie, RN BA(Hons) PhD *UNSW*

Coordinators

Honours Students

Dr Jo Patching, BN BA MLitt(Psychology) *UNE* PhD

Professional staff

Executive Officer

Lynda Rose, BSc *Monash* GradDipAdmin *CIT* MBA (HRM) *UNE*, ATEMM

Administrative Assistant

Georgina Rizakos, MA Dip Ed Dip Soc Sc *Syd*, CID

Faculty Accountant

Sunil Bhandarkar, ACA (*India*), CPA

Computer Network Manager

Daniel Patterson, BE (Elec) *UTS*

Student administration

Manager

Sarah Brown, BA/LLB *Macq*, JP ATEMM

Assistant Manager

Kate Lee, BA (*Korea*) MEd(TESOL) *Syd*, NAATI

Administrative Officer

Susanne Norton

Clinical placement support

Clinical Education Manager

Maria Carlisle, RN BN MN(Ed) DipAppSc(Nursing)

Clinical Education Administrative Assistant

Natalie Lindeman

Clinical laboratories

Clinical Laboratory Manager

Elvia Macchione, BMedSci (Hons) PhD

Academic support

Administrative Officer (Academic)

Paxton Chmara

Administrative Officer (Learning & Teaching)

Jo Daniels, BA (Hons) *UNSW* Grad Cert TESOL *UNE*

Administrative Assistant (Indigenous Students & Academic)

Neil Holden

Publications & WebCT

Simon Brown

Julia Harte, BA

Professional Development and International Relations Office

Nada Dunda, RN BN *SAust* AssDipArt *SIT*

Research support

Senior Research Co-ordinator/Project Manager

Natalie D'Abrew, BA(Psych) (Hons) *ECU*

Biostatistician

Judith Fethney, MA BA

Library services

Co-ordinator Library Services/Faculty Liaison Librarian

Jacquelyn Haas, BA ANU GradDipLIM *University of Canberra*, AALIA

Faculty Liaison Librarian

Isabelle Raisin, BA(LIS) *CSturt*

Senior Library Technician

Patricia Egan

Electronic Reserve

Erin Whitney

Inter-Library Loans

Troy Mutton, AssocDipArts(LibPrac)

Library Assistants

Padmaja Belapurkar

Sirin Iub-Ubolkeao

Audrey Furney

Professors

Jocalyn Lawler, RN CertOpThNursing AssDipNursEd *Armidale CAE* BSocSc MEd(Hons) *UNE* PhD *UNSW*, FCN(NSW) FRCNA (Appointed 1992)

Trudy Rudge, RN(NZ) RMHN(NSW) BA(Hons) *Adelaide* PhD *La Trobe* (Appointed 2006)

Jill White, RN RM AssocDipNEd *Cumb* BEd *SCAE* MEd *Syd* PhD *Adelaide*

Kate White, RN CertOnc CertPall MN *ACU* PhD, FRCNA FCN(NSW) (Appointed 2004)

Emeritus Professor

R Lynnette Russell AO, RN CM BA PhD *Newcastle(NSW)* DNE *NSWCN*, FCN(NSW) FRCNA MACE

Honorary Professor

Noeline Kyle, BA (Hons) PhD *Newcastle(NSW)*

Associate Professor

Sandra H West, RN RM IntCareCert BSc PhD *Macq*, FRCNA

Honorary Associate Professor

Les Higgins, BA MLitt *UNE* MEd PhD

Clinical Associate Professors

Mary Ryan, RN RM PhD BN(Hons) Onc Cert

Michelle Cleary, PhD MHS BSc, RMHN RW

Senior Lecturers

Maureen Boughton, RN RM M'CraftCert BEd(Nursing) *UNE* PhD *Syd* DipNursEd ADCHN, FRCNA MACM

Murray Fisher, RN IntCare Cert BHLthSc(Nursing) *UTS* MHPEd *UNSW* DipAppSc(Nursing) CCES PhD, MRCNA

Sue Forsyth, RN PhD MA, MRCNA

Lillian J Hayes, RN BA MPH PhD DipEd(Sec) DipEd(Nursing) *SCAE*

Heather McKenzie, RN BA(Hons) PhD *UNSW*

Andrea Marshall, RN IC Cert BN MN(Res) Grad Cert Ed Studies (Higher Ed)

Jo Patching, BN BA MLitt (Psychology) *UNE* PhD

Michelle Waite

Clinical Senior Lecturers

Margaret Murphy, RN MastHealthEd Grad Dip Health RMHN ICU Cert

Jennifer King, RN BA(Hons)

Kathryn Nattress, RN BSc MSc(MedSci)

Timothy Wand, RM RN MN DipAppScience Grad Dip Mental Health

Lecturers

Maureen Ahern, RN BA MHP *UNSW*, RCNA

Vicki Bradford, RN GradDipIndHlthStudies MIndigHlthStudies *W'gong*

Lynne Brown, RN BHS(Nursing) *Charles Sturt* MN(Honours) *UWS*

Alastair Burn, RN BA *Macq* MAppSc *UTS*, MCN(NSW)

Hilary Gatward, RN RM NeolntCareCert BN MN, MRCM

Jennifer Green, RN IntCareCert ClinNursStudies ADNE *Armidale CAE* DipTeach(Nursing) *Armidale CAE* BEd(Nursing) MA(Ed) *Macq* PhD

John Grootjans, RN PhD MSc(Social Ecology) GradDip(Adult Education Nursing) BAppSc(Advanced Nursing)

Colum Hearne, RN BSSc(Hons) MMgt GradDipTechEd *UTS*

Susan Jones, RN RM PaedNursCert PhD BA, MCN *UNSW*

Fung Kuen (Tebbin) Koo, RN BHS(Nursing) MPH MEd(Health) PhD

Melinda Lewis, MHLthScEd *Syd* BAppSc(MRA) *Cumb*

Michelle Maw, RN IntCareCert CertNeuroNursing BN(HlthSc) GradDipEd *UNE* MEd, MRCNA

Jem Masters, RN RSCN UK CertMHLth MMgt GradDipNMgt *UTS*

Stuart Newman, RN IntCare Cert BEd(Nursing) *UNE* MHLth(Admin) *UNSW*

Marilyn Orrock, RN RM DipNurseEd BA MHA, FRCNA MCHSE

Sue Ronaldson, RN DipNEd BSc(Hons) PhD, FCNA

Alexander Wright, RN RM BA *UNE* MAppSc(Res), MRCNA

Clinical Lecturer

Gaye Hudson, RN RM, AEC

Associate Lecturer

Lesley Halliday

CI Early Career Development Fellow

Cannas Kwok, BHLthSc(Nurs) *UWSMPH W'gong* MEd(HlthEd) PhD

Postgraduate Research Fellow

Maree Duddle, RN BN MHLthLaw MN(Hons), MRCNA

Honorary Associates

Virginia Booth, RN BA *Macq*

Shea Caplice, RN RM FamilyPlanningNursePracCert GradDip(IndPrac)

Josephine Chow, RN BAppSc *W'gong* GradCert(AdultEd) *UNE*

Yong Choong, BHlthSc(Nursing) MN *UWS* DipTeach ç

Liz Cloughessy, RN AccandEmergCert *NSWCollNursing*

Keith Cox, EN General NursingCert OncCert

Sadie Dugdale, RN RM NeolntCareCert BN(Health) *UWS*

Maureen Edgton, RN CertIntCare MHlthScEd

Margaret Evans, RN RM BHlthSc *Charles Sturt* MHP *UWS*

Margaret Fry, RN IntCareCert BAppSc MEd(Adult Ed) *UTS*

Susan Harvey, RN CardiothorCert GradDipAcCare(Nursing)

Joy Heads, RN RM DipAppSc(Nursing) DipTeach(Nursing) *SCAE*
GradCert(Bioethics) *UTS*

David Kerley, RN MA PGDip

Ann Kneivitt, RN GradDipNursing *UNE* CertPhysAss *Flinders* CertRefl
School of Refl SA CertGriefManagement *Alfred James Ed Centre SA*
CertChemPrac *NSW College of Nursing* CertPallStudies
CertPainManagement *Univ Partnerships Armidale*

Helen Lunn, BA(Hons)

Catherine Maher, RN RM BHlthSc *Charles Sturt* MMid *UWS*

Margaret Anne Ross Martin, RN RM BA *UTS* AssDipNurseEd *UNE*

Jane O'Connell, RN MN *UTS*

Ruth Rae, RN BA MLitt *UNE* PhD

Pamela Rawling, GradDipNurseMgt

Maree Reynolds, RN RM BN MN GradDipNursingMgt *UTS*

Lea Sorensen, RN BHlthSc *UNE*

Jill Squire, RN BN *UTS*

Karen Swan, RN N'cle UK RM Leeds UK GradDipMid GradDipHlthMgt
UNE

Clare Turner, RN DipGenNursing DipMid DipPsychNursing BA *South Africa*

Kathryn Weyman, RN MN GradDipPallCareNursing *UTS*
OncNursingCert *NSW College of Nursing*

Valda Wiles, MHigherEd *UNSW*

Academic staff areas of interest

The following is a brief summary of the main research and teaching interests of the academic staff of the Faculty of Nursing and Midwifery.

Dean and Professor

Jocalyn Lawler: Experience of and meaning making associated with illness and (di)stress; methodologies for researching nursing and nursing knowledge; the body and embodiment; taboo topics

Emeritus Professor

R. Lynette Russell: History of nursing and nursing education; comparative aspects of nursing and nursing education

Professors

Trudy Rudge: Sociology of health and illness, critical policy analysis, ethical issues in nursing practice, technology and nursing practice, embodiment

Kate White: Psychosocial research related to cancer and palliative care, rural health, sexuality, breast cancer and quality of life of cancer patients and their families

Academic Staff

Maureen Ahern: Professional issues; pain management; nursing issues

Maureen Boughton: Women's health and midwifery; menopause, in particular premature menopause (PM) experience and fertility issues (specifically PM following cancer treatments); midlife nurses and shiftwork (menopause impact); qualitative methodologies, particularly phenomenological methodologies, grounded theory, ethnography, case study; embodiment and experience; research projects which endeavour to enhance the learning experience of students

Vicki Bradford: Health service provision for Aboriginal people, Aboriginal workforce including career pathways for Aboriginal and Torres Strait Islander people, cultural respect

Lynne Brown: Gerontology; implication of nursing home placement for the carer; clinical education

Alastair Burn: Cardiopulmonary and paediatric nursing; academic issues; clinical reasoning and decision making

Murray Fisher: Masculinities, men's health and nursing; clinical competency assessment; readiness for self-directed learning; medication administration errors; quantitative methods and multivariate analysis

Sue Forsyth: History of nursing; historical methodology; professionalisation of nursing; sociology of health and health care

Hilary Gatward: Midwifery care; women's health issues; and pet therapy

Jennifer Green: Cardiovascular nursing; respiratory nursing; lymphoedema; problem-based learning; student assessment

John Grootjans: Indigenous health education underpinned by equity and human rights; sustainability and nursing; ecological aged care

Lillian Hayes: Community nursing; cancer and palliative care; socio-economic differentials in health; severe marginalisation and nursing

Susan Jones: Paediatrics, especially neuroscience nursing and professional-family relations; qualitative research especially Grounded Theory and NUDIST

Fung Kuen Koo: Health, cultural and social issues of older Chinese migrants

Cannas Kwok: Breast cancer experience and survivorship; cancer screening behaviours in the Chinese Australian community

Melinda Lewis: Mapping & evaluating the intended, delivered and received curriculum; indigenous perspectives in curriculum; the application of informatics principles to eLearning & curriculum management

Heather McKenzie: Sociology of health, illness and suffering; sociology of emotions; community nursing; cancer care; qualitative research methodology; social theory; the interface between institutions of health care and consumers; politics of nursing

Andrea Marshall: Research interests include: enteral feeding, information use, critical care nursing education, recovery following critical illness, sedation, decision making

Jem Masters: Paediatric mental health, emergency mental health, first line medical management at mass gatherings, aggression management and health service management

Michelle Maw: Critical care nursing; clinical supervision and nurse education

Stuart Newman: Health services management; men's health and illness experiences; nursing and nursing knowledge; the management of nurses and nursing work in contemporary health care organisations; health care reform and the impact on nurses and nursing

Marilyn Orrock: Health services management, public health management and nursing administration

Jo Patching: Eating disorders; obesity and body image; body products; life history research

Sue Ronaldson: Gerontic nursing; aged care; spiritual health; care of confused older adults; physiology of ageing; palliative care in residential aged care settings

Sandra West: Circadian rhythm effects on shiftwork and aging; nursing physiology; biologically based exploration of clinical nursing practice, shiftwork tolerance and adaptation to shift work, the effect of current rosters for shiftworking women; The (re)organisation of nursing work; Biological basis of clinical nursing and development of evidence-based approaches to clinical observation; Nursing management of sleep in aged and acute-care settings. Development of research cultures within clinical environments

Alexander Wright: Infusion failure; phlebitis/extravasation; heparin stability; clinical nurses' perceptions of research; ethics in NICU; maternal and neonatal health; pharmacology; clinical trials; thermo regulation; physiological research; quantitative methods; 'selective' qualitative approaches e.g. phenomenology

Centres and units

International and Professional Studies

The International and Professional Studies unit is responsible for the development and coordination of international links for the Faculty of Nursing and Midwifery. These links enhance the Faculty's opportunities in relation to the development of international collaborative research agreements, the recruitment of postgraduate and study abroad students as well as enhancing opportunities for the development of off-shore programs and long-term partnerships between the Faculty and our international colleagues.

Nursing Alumni Association

The Nursing Alumni Association is open to all graduates of nursing degrees and diplomas and staff (past and present) of the University of Sydney and the predecessor organisations of the Faculty – the School of Nursing at Cumberland College of Health Sciences (previously the NSW College of Paramedical Studies) and the Institute of Nursing Studies (previously the Division of Nursing) of the former Sydney College of Advanced Education.

One of the major activities of the Association is to provide a network through which graduates can keep up to date with what is happening in the Faculty and the University and with colleagues. The Alumni Association also provides opportunities for graduates to contribute to and participate in the work of the Faculty. Funds raised through the Association will be used to support the Association, provide scholarships for students, support research and continue to develop the Faculty. The Alumni Association liaises with other professional nursing bodies and foster interaction between members of the profession in public, private and community sectors, locally, nationally and internationally.

Nursing History Research Unit

This unit promotes and fosters research training and high quality research of national and international importance in the area of the history of nursing and the health care sector. It will also collect and protect valuable historical records that are crucial for this research.

Centre for Midwifery & Nursing Research

Royal Prince Alfred Hospital Women & Babies and Faculty of Nursing & Midwifery

This collaborative centre was established in 2005 to foster research, education and support clinical practice in the areas of women and neonatal health. Bringing together nurses and midwives from clinical, academic and community settings, the Centre aims to improve the care for women and babies, and support the development of the profession.

4. General information

Faculty office hours

Monday to Thursday: 10am to 4pm

Friday: 10am to 1pm

These office hours are extended during the first two weeks of each semester.

Who is responsible for what?

Lecturers deliver lectures, lead tutorial groups and provide advice, at advertised times, about your class work and assessment.

A **unit of study coordinator** is responsible for the overall running of a unit of study and usually participates in the group teaching of that unit of study. Applications for special consideration or extensions should be submitted to the relevant unit of study coordinator.

The **Clinical Education Manager** is responsible for the overall coordination of the clinical placements.

Students are responsible for ensuring that they:

- are enrolled correctly
- undertake all the required learning activities in units of study
- are responsible for their own learning
- behave in a manner that shows respect for staff and fellow students
- do not impede the learning of any other student.

The **Sydney University Nursing Society (SUNS)** is your branch of the University of Sydney Student Union. Information is available from the Ground Floor Office.

English language requirements

Students are strongly advised that all courses are presented on the assumption that you possess a high level of competency in English. This is particularly the case in respect of clinical education units of study where students require language skills that will not be challenged in a critical situation. Nurses require a high level of verbal and written English language skills, particularly technical language, for safe practice. Good English language skills are also necessary to fulfill the University's generic skills and the New South Wales Nurses' Registration Board competency requirements.

The Faculty is sufficiently concerned about this area of skill development that if you are facing difficulties with English language, either in the classroom or in the clinical environment, academic staff will recommend that you attend University support programs. You will be expected to use this assistance, so that you can perform well and communicate effectively with peers, teachers and patients or clients.

Frequently asked questions

Answers to many frequently asked questions are below. The Faculty also has answers to other frequently asked questions for prospective, enrolled and honours students on its website at www.nursing.usyd.edu.au.

General questions

1. Will I be recognised as a Nurse Practitioner when I graduate?

A Nurse Practitioner is a registered nurse who has a number of years of experience in addition to the qualification of Master of Nursing. You will need further qualifications and experience to become a Nurse Practitioner.

2. Where are the jobs when I finish?

Nurses are currently in the rare position of having plenty of jobs available to them when they graduate. Initially you will be in the market with all of the graduates from universities, however given the additional knowledge in your undergraduate degree you are likely to have further opportunities in areas not commonly open to other nursing graduates. Some of these areas are described in the course section of this handbook.

3. Where do I get a handbook from?

Handbooks are available for download via the University's website at www.usyd.edu.au/handbooks. You can also purchase a printed version online and it will be posted to you.

4. Can I get past exam papers?

Past exam papers are available on the University's library web pages.

5. I didn't study human biology in my undergraduate degree, what do I do?

You have a couple of choices. You may take a unit of human biology in Summer School at the University of Sydney prior to commencing the Master of Nursing or you may enrol in a distance education cross-institutional (at another university) unit during Semester 1. The Faculty also offers a seven week online course at various times during the year. You should speak to the Director of pre-registration courses about these options.

6. Do I get paid during clinical placements?

Clinical placement is a learning experience and students do not get paid during this time. Many students, after their first year of study, are able to obtain part-time employment as Assistants in Nursing (AINs) at a number of health care facilities. However when planning work commitments, you should keep in mind that your second year of study in the Master of Nursing is intensive and requires your attendance for significant periods of time.

7. Is there a minimum grade point average (GPA) that I need to have in my undergraduate degree?

There is no minimum GPA as all enquiries are assessed individually.

8. How do I enrol in the Master of Nursing?

You should download the application form from the Faculty website at www.nursing.usyd.edu.au and complete and forward with any additional information that is required to the Faculty. If you don't have a computer you should call us on +61 2 9351 0693 or fax on +61 2 9351 0506.

9. How recent does my undergraduate degree need to be?

As a general principle your degree should be less than ten years old, however the Faculty considers each case on an individual basis and you should contact us to discuss your qualifications, experience, etc.

Questions about combined degrees

1. I have already studied my undergraduate degree for one year at another university, will I get credit?

Local students can reapply through UAC and international students through the International Office to study in the combined degree pattern in the following year. At this time you can make an application for credit. Depending upon your undergraduate course some or all of the units you have previously studied may be credited towards the combined degree.

2. I have done one year of a nursing course at another university, will I get credit?

As above; you would apply through the normal channels to be accepted into one of the combined degrees. In this case, as the nursing units you have studied are at the undergraduate level and the course offered by the University of Sydney is at the postgraduate level, no credit can be granted.

3. If I study in the combined degree program, will I have the same qualifications and career opportunities as I would if I was just doing a bachelor's degree?

When you graduate you will graduate with a bachelor's degree in the area chosen from those available and a Master of Nursing. Both are internationally recognised degrees and the combination of the two provides you with a wide variety of career opportunities.

4. What if I don't meet the minimum progression requirements for combined degree at the end of Year 1?

If you do not get a credit average in your undergraduate degree and are not able to show extenuating circumstances to be allowed to progress, you can simply continue with the undergraduate degree only. When you finish this you may then study the Master of Nursing subject to normal entry requirements. This pathway would take you an additional year to complete.

International students

1. How do I apply to be accepted into the Master of Nursing or one of the combined degrees?

International students applying for the Master of Nursing and those who are completing their secondary education overseas apply through the International Office. International students who are currently studying in high schools in Australia apply through UAC.

Australian residents completing their secondary education overseas apply through UAC for a combined degree. Australian residents overseas with an undergraduate qualification wishing to apply for the Master of Nursing, apply directly to the Faculty.

2. Can I work permanently in Australia once I finish the Master of Nursing?

The Master of Nursing is a two year postgraduate course that provides a qualification in a profession currently categorised as an area of need by the Department of Immigration and Multicultural Affairs. If you are interested in skilled migration to Australia, you should contact the Department of Immigration and Multicultural Affairs or a registered Migration Agent to discuss your individual circumstances before making any study decisions.

3. I am an overseas registered nurse but my qualifications are not recognised by the Nurses and Midwives Board of NSW, is this course designed for me?

The Nurses and Midwives Board of NSW lists all countries whose registration is accepted in NSW either directly or with additional professional study. If your country of origin is not on this list then you should consider the Master of Nursing. As the Master of Nursing is a postgraduate qualification, no credit will be granted for any previous undergraduate nursing qualifications you may have from overseas.

4. What level of English do I need?

You need an IELTS of 7.0 overall and 7.0 in each band (or equivalent).

Scholarships and prizes

University scholarships (undergraduate and postgraduate)

For information regarding both undergraduate and postgraduate scholarships offered by the University, please contact:

Scholarships unit
Room 147 Ground Floor
Mackie Building K01
University of Sydney NSW 2006

Phone: +61 2 9351 2717
Fax: +61 2 9351 5134
Email: scholarships@careers.usyd.edu.au
Website: www.nursing.usyd.edu.au

Faculty scholarships and prizes (pre-registration and postgraduate)

For information regarding the Faculty's pre-registration and postgraduate scholarships and prizes, visit www.nursing.usyd.edu.au.

Student membership of Faculty committees

The Faculty has a number of committees that have student membership from all categories of students including pre-registration, post-registration and postgraduate students. These include membership of the Faculty, the Board of Studies, the Learning and Teaching Committee and the Student/Staff Liaison Subcommittee.

Do consider being a representative in your category. Names of representatives are posted on the Noticeboard, Ground Floor, Mallett Street Campus. If you are not a representative you should keep in touch with those students representing you and inform them of any issues you think should be raised at one of these committees. The Dean and Pro Dean are kept informed about all matters that are put before the committees.

Nursing Library

The Nursing Library, a branch of the University of Sydney Library, is located at the Mallett Street campus. It houses books, periodicals and audiovisual material to support the Faculty's courses at both pre-registration and postgraduate level.

Library hours during semester (subject to change)

Monday to Friday: 9am to 7pm
Friday: 9am to 5pm

Vacation hours

Monday to Thursday: 9am to 6pm
Friday: 9am to 5pm
Long vacations: 9am to 5pm

Information about the arrangements of materials in the library, borrowing procedures, and the closed reserve system for books in heavy demand is available from the library staff. See also the entry on the Library in the University of Sydney Diary, and the Library website: www.library.usyd.edu.au.

Appeals

For information on appeals against academic decisions, including exclusion, see the University Calendar at www.usyd.edu.au/calendar.

Clinical nursing laboratory

Clinical laboratory behaviour

General rules

The general rules associated with using the clinical laboratories are:

- students are to wait in the corridor until their facilitator arrives
- bags are to be left inside the main door of the laboratories. They are not to be taken into the work area
- valuables should not be left in student's bags
- students MUST NOT eat, drink, smoke or use mobile phones in the laboratory
- students are not permitted to take equipment for practice home without authorisation from laboratory staff
- students must leave the laboratory area clean and tidy, especially during independent practice times. Measures to enforce this will be implemented as required
- children will not be allowed to attend classes in the laboratory area.

Dress requirements

Occupational health and safety deem that students must observe the following dress requirements during laboratory practice:

- wear closed in shoes (no sandals)
- wear sleeves above elbow
- do not wear jewellery (except for plain rings)
- have hair tied back.

Independent practice

Students are encouraged to utilise the availability to practise in their free time. Lists of times when the laboratories are available for independent practice sessions will be posted outside the laboratories.

5. Guide to degrees

Pre-registration degrees

The Faculty offers a number of different pathways to becoming a registered nurse. For those who already have a degree, the Faculty offers a graduate entry Master of Nursing. For students without a first degree, we have a range of four-year combined degrees:

- Bachelor of Applied Science (Exercise and Sport Science)/Master of Nursing
- Bachelor of Arts/Master of Nursing
- Bachelor of Health Sciences/Master of Nursing
- Bachelor of Science/Master of Nursing

At the conclusion of these courses, students may be eligible to apply for registration with the Nurses and Midwives Board, NSW, subject to the requirements of the Nurses of NSW. Prospective students should note in particular Division 5, 29A of the *Nurses Act 1991 No 9* which states:

“Despite any entitlement that a person may have to registration or enrolment, the board may refuse an application for registration or enrolment in either of the following cases:

1. The Board is of the opinion that the applicant does not have sufficient physical or mental capacity to practise nursing.
2. The applicant has been convicted of an offence (either in or outside New South Wales) and the Board is of the opinion that the circumstances of the offence render the applicant unfit in the public interest to practise nursing.

If the Board is satisfied that an applicant for registration or enrolment suffers from an impairment which does not justify refusal of the application, the Board may impose such conditions on the applicant's registration or enrolment as the Board thinks appropriate.”

Post-registration degrees

The Faculty offers a Bachelor of Nursing (Post-registration) course designed specifically for registered nurses whose qualification is either a certificate or diploma. The course recognises the prior learning and experience of registered nurses. It is intended that the outcome of this course will provide graduates with a strong foundation in the discipline of nursing and equip them to progress to either the Bachelor of Nursing (Honours) or postgraduate study.

This course does not lead to registration as a nurse in NSW.

Postgraduate coursework degrees

The Faculty offers a range of postgraduate coursework degrees at the graduate certificate, graduate diploma and master levels. Students study from a range of units on offer with most courses having a variety of compulsory units and electives from which to choose.

Graduate certificates

- Cancer Nursing
- Clinical Nursing
- Emergency Nursing
- Health Services Management
- Intensive Care Nursing

Graduate diplomas

- Cancer Nursing
- Clinical Education
- Clinical Nursing
- Emergency Nursing
- Gerontic Nursing
- Health Services Management
- Intensive Care Nursing
- Mental Health Nursing

Master's degrees

- Cancer Nursing
- Clinical Education
- Clinical Nursing
- Emergency Nursing
- Gerontic Nursing
- Health Services Management
- Intensive Care Nursing
- Mental Health Nursing
- Nursing Research

Midwifery

- Master of Midwifery
- Master of Midwifery Research

Honours

Eligible students will also be able to undertake an Honours degree in their area of specialty. People undertake an Honours degree for many reasons, although they usually do so for professional advancement and/or personal fulfilment. An Honours degree allows students to undertake more detailed and in-depth research in their particular specialty fields of practice. Students who successfully complete the Honours degree with First Class or upper Second Class Honours are eligible for entry into a PhD. They may also be eligible for a competitive scholarship.

Research degrees

The Faculty of Nursing and Midwifery at The University of Sydney has a strong commitment to teaching and research in many aspects of nursing and midwifery and their practice. The Faculty provides first class student resources including an on-site nursing library and computer facilities as well as access to all the resources of the University. The Faculty is uniquely situated in the College of Health Sciences. The Faculty is committed to excellence in postgraduate research education.

Detailed information on preparing a research proposal may be found on the Faculty's website or by contacting the Faculty.

Research degrees offered

- Bachelor of Nursing (Honours)
- Master of Nursing (Honours)
- Master of Philosophy (Nursing)
- Doctor of Health Services Management
- Doctor of Midwifery
- Doctor of Nursing
- Doctor of Philosophy

6. Introduction to pre-registration studies

Pre-registration courses

The Faculty has embarked on a new and exciting range of pre-registration courses for people who:

- have a previous tertiary qualification who wish to change or extend their current career, or
- would like to enrich their nursing qualification (MN) with a second degree.

The value of embarking on a combined degree is not able to be fully addressed here, however some examples of the possible combinations would be:

- a Registered Nurse (MN) with a Bachelor of Science majoring in Pharmacology, Anatomy, Psychology or Neuroscience, a Registered Nurse (MN) with a Bachelor of Arts majoring in Asian Studies, Anthropology, Aboriginal or Gender Studies,
- a Registered Nurse (MN) with a Bachelor of Applied Science (Exercise and Sports Science) with an ability to understand and make a difference to people of all ages who are sports or fitness professionals or require education regarding their own fitness and/or rehabilitation,
- a Registered Nurse (MN) with a Bachelor of Health Science who has the ability to develop their career in clinical nursing, research, policy development or management in the government or private sector.

The students studying combined degrees will initially commence undergraduate units of study which should prepare them to embark on the Master of Nursing units of study in Year 2. In gaining good marks (credit average) in their first year students will have achieved a level of success that will provide a good grounding for their work at master's level. Staff expect that students will be able to reach this required level, but will also offer advice and assistance to students who may find this transition difficult, at this early stage in their university life. It is also understood that studying at different levels may cause some initial confusion but the students selected for this pattern of enrolment should be confident that they are able to attain this with the range of assistance available both within the Faculty of Nursing and Midwifery and in the wider University.

The Master of Nursing, studied alone or as a combined degree, is accredited by the Nurses and Midwives Board of NSW and addresses all of the essential criteria for registration as a beginning practitioner in most areas that graduates may wish to practise. In addition, the MN course material is presented at a level appropriate to a master's qualification and it is envisaged that graduates will obtain the knowledge and skills, along with their personal motivation and general ability, to progress in their clinical, management or educational careers at a speedy rate.

Master of Nursing

The Master of Nursing is a two year program consisting of 96 credit points and 16 units of study. Each unit is made up of 6 credit points. In terms of workload most 6 credit point units of study consist of attendance and lectures, tutorials and/or lab sessions on a regular basis. There are also pre-reading and assessment items equating to approximately 10 hours per week. There are eight units of study in each academic year.

This degree assumes that students have studied a unit of Human Biology at tertiary level. If you haven't done this, you will be required to commit to undertake this unit either before you enrol in the course or by distance education during the first semester of the course. Continuation in the master's degree is subject to successfully completing this unit.

The units of study and the order in which you will take them is predetermined and is described in detail in later chapters. There are no electives associated with this degree.

Combined degrees

Combined degree students study both a bachelor's degree in Arts, Science, Exercise and Sports Science or Health Sciences in conjunction with the Master of Nursing. In the first year study is exclusively in the bachelor's degree. Years 2 and 3 are a combination of undergraduate and postgraduate studies and Year 4 is entirely postgraduate. Generally students are not permitted to continue their enrolment in the combined degree if they do not have a credit average at the end of Year 1. If you do not meet these requirements you will be allowed to continue in the undergraduate degree only.

All students must complete their bachelors degree before continuing to the fourth and final year of their combined degree.

The combined degrees consist of a total of 192 credit points, 96 in the bachelors degree and 96 credit points in the Master of Nursing. In most cases units of study are worth 6 credit points, however there are some units in Exercise and Sports Science and Health Sciences that are worth 3 credit points. The total number of units studied will vary depending upon the course you choose. In terms of workload most 6 credit point units of study consist of attendance and lectures, tutorials and/or lab sessions on a regular basis. There are also pre-reading and assessment items equating to approximately 10 hours per week.



The pattern of study for the combined degrees with Exercise and Sport Science and Health Sciences is prescribed. Choice of units for combined degrees in Arts or Science will depend upon the major you wish to study. You should discuss your options and the availability of these with the Director (Pre-registration Students), Ms Lynne Brown. Some units may not be available due to clashes in the timetable with your units in the Master of Nursing.

Details of the units and the order in which they must be studied for Health Sciences and Exercise and Sport Science and the Master of Nursing are shown later in this handbook. For units of study in Arts and Science and for further information about faculty requirements for all combined degrees you should refer to the handbooks for those faculties.

Prerequisites

Both pathways contain units of study that have prerequisites. A prerequisite is a unit of study that must be successfully completed before you are allowed to study the unit requiring the prerequisite.

Clinical placements

Approximately half of the units in the Master of Nursing involve a clinical placement. Clinical placements are generally conducted at the end of the teaching semester and involve four to five days per week, eight hours per day. Whilst every attempt is made to find you a clinical placement close to where you live this is not always possible due to either a large number of students in that area or a lack of clinical placements in the particular specialty area of study. You should be prepared to travel some distance to undertake and complete all of your clinical placements. There are approximately 11 weeks of clinical placements in Year 1 and 19 weeks in Year 2. The clinical placements in Year 1 are spread over two years for those studying in a combined degree. Most clinical placements are conducted outside normal semester times.

All students are required to wear a uniform when on a clinical placement. The requirements can be obtained from the Clinical Placement Office. In addition at the time of enrolment you will be required to complete a criminal record check and a child protection declaration.

7. Pre-registration course information

Master of Nursing

The Master of Nursing is a two year graduate entry, pre-registration program for students with previous tertiary qualifications. It is designed to introduce students to the profession of nursing through clinical and theoretical components.

Graduates of this course may be eligible to register with the Nurses and Midwives Board, NSW. *The Nurses Act of NSW* specifies certain conditions that applicants for registration as a nurse are required to meet. For further information please contact the Board.

This course is designed for students with a previous undergraduate degree. If you did not study Human Biology during the course of your undergraduate degree you will be required to take this as an additional unit, either before you commence the course or during the first semester. Continuation of the course beyond semester one is subject to successful completion of the Human Biology unit.

This course is also available to Aboriginal Health Workers with a Diploma or Advanced Diploma in Aboriginal and Torres Strait Islander Health.

Graduates can select from a wide and growing range of practice areas in the public and private health care systems including acute care hospitals, children's hospitals, trauma and emergency care, mental health nursing, aged care, community nursing, palliative care, home care nursing, drug and alcohol centres, operating rooms and other surgical settings, and rural and remote nursing. Nurses also work in the pharmaceutical industry, clinical research trials and other health-related fields.

Students who have studied units at the postgraduate level that are similar in nature to those offered in the Master of Nursing are welcome to apply for credit. You should contact the Director (Pre-registration Students) for further information.

Workload

In the first semester of year one, students undertake study in clinical nursing subjects together with subjects that explore the social context of nursing in particular, and the global and Australian health system more generally. During the second semester the focus is on more specific clinical areas such as mental health and acute care nursing as well as biological processes associated with nursing.

The second and final years of the course further consider the political aspects of the health care system and more detailed nursing practice in the areas of child and maternity health, case management, community nursing, mental health and acute/high dependency nursing.

Clinical placements form a substantial part of the clinical units in year one. Students will undertake approximately 19 weeks of clinical placements during the second year. In both years much of the clinical placement experience is done outside the normal semester.

Students studying in the two year full-time mode would take the following pattern of study:

Unit of study
Year 1, Semester 1
NURS5001 Nursing Concepts Bodies and Boundaries NURS5004 Applied Nursing Practice NURS5002 Social Contexts of Health NURS5003 Observation in Nursing Practice
Year 1, Semester 2
NURS5005 Biomedical Therapies and Nursing NURS5008 Acute Care Nursing Practice I NURS5006 Illness Experience and Nursing Care NURS5007 Mental Health Nursing Practice I
Year 2, Semester 1
NURS6001 Nursing Observations and Bio Parameters NURS6004 Nursing and the Politics of Health Care NURS6002 Maternity, Child and Adolescent Nursing 1 NURS6003 Nursing Care for Chronic Conditions
Year 2, Semester 2
NURS6005 Acute Care Nursing Practice II NURS6008 Inquiry and Research in Nursing NURS6006 Mental Health Nursing Practice II NURS6007 Community Nursing

The course is offered only in the on-campus mode. In most units students attend lectures, tutorials, seminars and/or clinical laboratories throughout the semester. In a small number of units the attendance pattern varies to become a more intensive study pattern over seven weeks. All clinical units have external clinical placement experiences.

Admission

Students with a previous undergraduate degree or a Diploma/Advanced Diploma in Aboriginal and Torres Strait Islander Health should apply directly to the Faculty. International students should apply through the International Office.



Bachelor of Applied Science (Exercise and Sport Science)/Master of Nursing

This degree will provide graduates with an ideal mix of attributes to lead health promotion in Australia into the future. Formal exercise provides unique physiological benefits that add substantially to the improvement in functional capacity and symptom relief provided by medical and surgical interventions, thereby enhancing functional capacity, quality of life and independence.

The Bachelor of Applied Science (Exercise and Sport Science) provides excellent theoretical knowledge in exercise science. This includes the interactions between exercise and disease and injury, the effects of medications, and the scientific basis of the therapeutic application of exercise. However this provides only limited opportunities for clinical training.

Combined with the Master of Nursing this degree provides additional knowledge in behavioural medicine, training and experience in clinical skills and develops the empathy essential for effective health promotion.

Graduates of this course will be able to provide the health care team with professional leadership in health promotion and will be well prepared to contribute to other aspects of health in clinical science and technology, public and community health, and occupational health and safety. Admission is open to all students who meet the University requirements for enrolment in the Bachelor of Applied Science (Exercise and Sport Science).

The combined study of exercise and sport science with a professional qualification in nursing means that graduates have broader range of skills and knowledge. Employment examples include the sport, fitness and health industries, occupational health and safety, public health, rehabilitation, research and technology, education and medical insurance. Students who have undertaken previous undergraduate study are welcome to apply for credit. You should contact the course coordinator for further information.

Workload

Study in this course is taken over four years full time (pro rata part time). You are required to complete 96 credit points in the bachelor's degree and 96 credit points in the Master of Nursing to graduate.

Students are generally expected to have a credit average in Year 1 to be permitted to commence Master of Nursing units in Year 2. If you are not successful in attaining a credit average then you may complete the Bachelor of Applied Science (Exercise and Sport Science) before commencing study in the Master of Nursing. This pathway would require an additional year of study.

An example of a study pattern for a full-time student is set out in the following table.

This course is conducted at the Cumberland and Mallett Street campuses and consists of lectures, tutorials and laboratory work. All clinical units associated with the Master of Nursing have clinical placement experiences that are generally conducted outside the normal semester times.

Bachelor of Applied Science/Exercise and Sport Science/Master of Nursing
Year 1, Semester 1
BACH1161 Introductory Behavioural Health Science BIOS1136 Functional Anatomy A – Exercise Science BIOS1137 Introductory Neuroscience EXSS1018 Biomechanics of Human Movement EXSS1031 Cell Metabolism and Biochemistry
Year 1, Semester 2
BIOS1133 Body Systems Structure and Function BIOS1160 Functional Anatomy B – Exercise Science EXSS1032 Fundamentals of Exercise Science EXSS1035 Performance Analysis EXSS2025 Motor Control and Learning
Year 2, Semester 1
BIOS2098 Body Systems Structure and Function II EXSS2016 Motor Control EXSS2027 Exercise Physiology for Clinicians NURS5003 Observation in Nursing Practice NURS5004 Applied Nursing Practice
Year 2, Semester 2
EXSS2026 Growth Development and Ageing NURS5005 Biomedical Therapies and Nursing NURS5006 Illness Experience and Nursing Care NURS5002 Social Contexts of Health
Year 3, Semester 1
EXSS3024 Exercise, Health and Disease EXSS3023 Exercise Testing and Prescription EXSS3042 Nutrition for Health, Exercise and Sport NURS5001 Nursing Concepts Bodies and Boundaries
Year 3, Semester 2
NURS5008 Acute Care Nursing Practice I EXSS3038 Ergonomics EXSS3027 Exercise and Rehabilitation NURS5007 Mental Health Nursing Practice I
Year 4, Semester 1
NURS6001 Nursing Observations and Bio Parameters NURS6002 Maternity, Child and Adolescent Nursing I NURS6003 Nursing Care for Chronic Conditions NURS6004 Nursing and the Politics of Health Care
Year 4, Semester 2
NURS6005 Acute Care Nursing Practice II NURS6006 Mental Health Nursing Practice II NURS6007 Community Nursing NURS6008 Inquiry and Research in Nursing

Admission

Admission is open to all students who meet the University requirements for enrolment in the Bachelor of Applied Science (Exercise and Sport Science). If you wish to study this degree you should apply through the University Admissions Centre (UAC). There is an application deadline and you should check with UAC for the exact date.

International students who have not completed Year 12 in Australia should apply through the International Office.

Bachelor of Arts/Master of Nursing

The Bachelor of Arts/Master of Nursing is a four year pre-registration course for students wishing to undertake a combined degree. Students are required to complete 96 credit points in the Bachelor of Arts. Master of Nursing units are begun in the second year of the undergraduate degree. Students are required to study one unit of Human Biology as part of the Bachelor of Arts. This degree allows students to gain a broader knowledge of the humanities in an area of interest, for example psychology, languages or sociology, that will enhance their career and employment opportunities. Admission is open to all students who meet the University requirements for enrolment in the Bachelor of Arts.

Students following this pathway will have a broader range of skills and knowledge. They will have the opportunity to work in positions in health and medical industries, in clinical and non-clinical settings such as media and communications, in research, government and public institutions, community organisations and the private sector. Students who have undertaken previous undergraduate study are welcome to apply for credit. You should contact the course coordinator for further information.

Workload

Study in this course is taken over four years full time (pro rata part time). Students are generally expected to have a credit average in Year 1 to be permitted to commence Master of Nursing units in Year 2. If you are not successful in attaining a credit average then you may complete the Bachelor of Arts before commencing study in the Master of Nursing. This pathway would require an additional year of study.

An example of a study pattern for a full-time student is set out in the table that follows. You should arrange to discuss your options for a major area of study in Arts with the Director (Pre-registration Students) at the time of enrolment and prior to enrolling in each year of the course.

This course is conducted at the Camperdown and Mallett Street campuses and consists of lectures, tutorials and laboratory work. All clinical units associated with the Master of Nursing have clinical placement experiences that are generally conducted outside the normal semester times.

Bachelor of Arts/Master of Nursing
Year 1, Semester 1
Bachelor of Arts (24 credit points)
Year 1, Semester 2
Bachelor of Arts (24 credit points)
Year 2, Semester 1
Bachelor of Arts (12 credit points) NURS5003 Observation in Nursing Practice NURS5004 Applied Nursing Practice
Year 2, Semester 2
Bachelor of Arts (12 credit points) NURS5005 Biomedical Therapies and Nursing NURS5006 Illness Experience and Nursing Care
Year 3, Semester 1
Bachelor of Arts (12 credit points) NURS5001 Nursing Concepts Bodies and Boundaries NURS5002 Social Contexts of Health
Year 3, Semester 2
Bachelor of Arts (12 credit points) NURS5008 Acute Care Nursing Practice I NURS5007 Mental Health Nursing Practice I
Year 4, Semester 1
NURS6001 Nursing Observations and Bio Parameters NURS6002 Maternity, Child and Adolescent Nursing I NURS6003 Nursing Care for Chronic Conditions NURS6004 Nursing and the Politics of Health Care
Year 4, Semester 2
NURS6005 Acute Care Nursing Practice II NURS6006 Mental Health Nursing Practice II NURS6007 Community Nursing NURS6008 Inquiry and Research in Nursing

Admission

Admission is open to all students who meet the University requirements for enrolment in the Bachelor of Arts. If you wish to study this degree you should apply through the University Admissions Centre (UAC). There is an application deadline and you should check with UAC for the exact date.

International students who have not completed Year 12 in Australia should apply through the International Office.

Bachelor of Health Sciences/Master of Nursing

The Bachelor of Health Sciences/Master of Nursing is designed for students who wish to obtain a broader knowledge of the health sciences. Study in the health sciences includes topics such as toxicology, epidemiology, microbiology, behavioural health science, management and project design. Combined with the Master of Nursing, this degree enhances career and employment opportunities.

Admission is open to all students who meet the University requirements for enrolment in the Bachelor of Health Sciences.

The combined study of general health sciences and nursing allows graduates to consider positions working in scientific, research and management positions in health-related organisations in the public and private sector health and medical industries, in clinical and non-clinical settings such as forensic science, journalism, environmental science, media and communications and community organisations.

Students who have undertaken previous undergraduate study are welcome to apply for credit. You should contact the course coordinator for further information.

Workload

Study in this course is taken over four years full time (pro rata part time). You are required to complete 96 credit points in the bachelor's degree and 96 credit points in the Master of Nursing to graduate.

Students are generally expected to have a credit average in Year 1 to be permitted to commence Master of Nursing units in Year 2. If you are not successful in attaining a credit average then you may complete the Bachelor of Health Sciences before commencing study in the Master of Nursing. This pathway would require an additional year of study.

An example of a study pattern for a full-time student is set out in the table below.

This course is conducted at the Cumberland and Mallett Street campuses and consists of lectures, tutorials and laboratory work. All clinical units associated with the Master of Nursing have clinical placement experiences that are generally conducted outside the normal semester times.

Bachelor of Health Sciences/Master of Nursing
Year 1, Semester 1
HSBH1001 Health Science and Research 1 HSBH1006 Foundations of Health Science BIOL1003 Human Biology PSYC1001 Psychology 1001
Year 1, Semester 2
HSBH1008 Health Determinants and Interventions HSBH1009 Health Care Resources and Systems Two electives
Year 2, Semester 1
NURS5004 Applied Nursing Practice NURS5003 Observation in Nursing Practice BIOS1158 Introductory Toxicology HIIMT1051 Introduction to Management Principles
Year 2, Semester 2
NURS5005 Biomedical Therapies and Nursing NURS5006 Illness Experience and Nursing Care Two Senior Health Science units
Year 3, Semester 1
BIOS3063 Project Design and Management NURS5001 Nursing Concepts: Bodies and Boundaries BIOS3068 Principles of Toxicology BACH2140 Research Methods for Health Sciences
Year 3, Semester 2
NURS5002 Social Contexts of Health NURS5008 Acute Care Nursing Practice I NURS5007 Mental Health Nursing Practice I Health Sciences Electives: BIOS4035 Sexuality for Health Professionals BIOS4038 Health, Disease and Ageing
Year 4, Semester 1
NURS6001 Nursing Observations and Bio Parameters NURS6002 Maternity, Child and Adolescent Nursing I NURS6003 Nursing Care for Chronic Conditions NURS6004 Nursing and the Politics of Health Care
Year 4, Semester 2
NURS6005 Acute Care Nursing Practice II NURS6006 Mental Health Nursing Practice II NURS6007 Community Nursing NURS6008 Inquiry and Research in Nursing

Admission

Admission is open to all students who meet the University requirements for enrolment in the Bachelor of Health Sciences. If you wish to study this degree you should apply through the University Admissions Centre (UAC). There is an application deadline and you should check with UAC for the exact date.

International students who have not completed Year 12 in Australia should apply through the International Office.

Bachelor of Science/Master of Nursing

The Bachelor of Science/Master of Nursing provides for students who wish to develop a deeper understanding of an area of interest in the sciences and relate it to health care. This might include pharmacology, psychology, physiology or biomedical science. This study will enhance the career and employment choices of students.

Admission is open to all students who meet the University requirements for enrolment in the Bachelor of Science.

In addition to a more traditional nursing career, the combination of science and nursing allows students to consider positions in the new areas of biotechnology and treatments that shape health care. Careers in research and product development, pharmaceutical use and misuse are also available.

Students who have undertaken previous undergraduate study are welcome to apply for credit. You should contact the course coordinator for further information.

Workload

Study in this course is taken over four years full time (pro rata part time). You are required to complete 96 credit points in the Bachelor of Science and 96 credit points in the Master of Nursing. Students are generally expected to have a credit average in Year 1 to be permitted to commence Master of Nursing units in Year 2. If you are not successful in attaining a credit average then you may complete the Bachelor of Science before commencing study in the Master of Nursing. This pathway would require an additional year of study.

An example of a study pattern for a full-time student is set out in the table below. You should arrange to discuss your options for a major area of study in Arts with the Director (Pre-registration Students) at the time of enrolment and prior to enrolling in each year of the course.

This course is conducted at the Camperdown and Mallett Street campuses and consists of lectures, tutorials and laboratory work. All clinical units associated with the Master of Nursing have clinical placement experiences that are generally conducted outside the normal semester times.

Bachelor of Science/Master of Nursing
Year 1, Semester 1
Bachelor of Science (24 credit points)
Year 1, Semester 1
Bachelor of Science (24 credit points)
Year 2, Semester 1
Bachelor of Science (12 credit points) NURS5003 Observation in Nursing Practice NURS5004 Applied Nursing Practice
Year 2, Semester 2
Bachelor of Science (12 credit points) NURS5005 Biomedical Therapies and Nursing NURS5006 Illness Experience and Nursing Care
Year 3, Semester 1
Bachelor of Science (12 credit points) NURS5001 Nursing Concepts Bodies and Boundaries NURS5002 Social Contexts of Health
Year 3, Semester 2
Bachelor of Science (12 credit points) NURS5008 Acute Care Nursing Practice I NURS5004 Mental Health Nursing Practice I
Year 4, Semester 1
NURS6001 Nursing Observations and Bio Parameters NURS6002 Maternity, Child and Adolescent Nursing I NURS6003 Nursing Care for Chronic Conditions NURS6004 Nursing and the Politics of Health Care
Year 4, Semester 2
NURS6005 Acute Care Nursing Practice II NURS6006 Mental Health Nursing Practice II NURS6007 Community Nursing NURS6008 Inquiry and Research in Nursing

Admission

Admission is open to all students who meet the University requirements for enrolment in the Bachelor of Science. If you wish to study this degree you should apply through the University Admissions Centre (UAC). There is an application deadline and you should check with UAC for the exact date.

International students who have not completed Year 12 in Australia should apply through the International Office.

8. Pre-registration units of study

Master of Nursing

Year 1, Semester 1

NURS5001

Nursing Concepts: Bodies and Boundaries

Credit points: 6 **Session:** Semester 1 **Classes:** Seminars **Assessment:** Assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

In this unit of study the concept of embodiment will be used to examine nursing and nurses' practice, exploring both the physical body and the lived body as experienced and interpreted by the patient and the nurse. This unit is closely related to two other units of study: Observation, Assessment & Nursing and Applied Nursing Practice. The unit explores the relevant literatures on: how different cultures have evolved social practices to govern the body and its products and functions; and why the study of these is central to successfully and safely providing nursing care for patients. Students will also study the legislative and regulatory frameworks relating to nurses' professional and legal boundaries and the origins and purposes of these governing frameworks. The ultimate purpose of the unit is the mindful application of the insights gained here to understanding the clinical context of nurses' care of the physical body and the patient's experiences of nursing care.

NURS5002

Social Contexts of Health

Credit points: 6 **Session:** Semester 1, Semester 2 **Classes:** Seminars, tutorials **Assessment:** Assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

All ideas, beliefs and understandings about health and illness are intrinsically connected to particular social and historical contexts. This unit of study explores a range of such ideas and beliefs from different societies and different historical eras. A major component of this unit will be Indigenous health and history, including Indigenous ideas and beliefs about health and illness. The unit also explores established theories about health and illness from western and non-western perspectives. Drawing on these theories the unit critically analyses the relationship between social factors (for example ethnicity, gender, socioeconomic status, employment) and patterns of health and illness in contemporary Australia. A focus on contemporary Indigenous Australian health is an important aspect of this unit of study. Current issues related to health and illness in Australia and its region are also explored in this unit.

NURS5003

Observation in Nursing Practice

Credit points: 6 **Session:** Semester 1a **Classes:** lectures, tutorials **Assessment:** Research Round Table, Essay, Written examination, Clinical Experience Diary, Clinical Performance, Clinical Performance Assessment **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study provides an opportunity to observe and assess approaches to health care such as the biomedical model, the role of preventative and community-based care and complementary and alternative treatments. Observation of specific issues surrounding Indigenous approaches to health care and the increasing aged and chronically ill populations will be explored. The unit focuses on the roles and relationships among nurses, patients and other health professionals in practice settings. Regular clinical visits, with an experiential and reflective approach to learning, provides opportunities for students to gain insight into the provision and receipt of nursing

care across a broad spectrum of nurses' working environments. Students will learn how to observe for symptom clusters associated with common illnesses and the processes of clinical nursing assessment will be introduced during the clinical visits.

NURS5004

Applied Nursing Practice

Credit points: 6 **Session:** Semester 1b **Classes:** lectures, labs, tutorials **Assessment:** Patient Discharge Plan, Research Round Table, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study builds on the unit, Observation in Nursing Practice, and will further develop the principles of caring, communication and critical thinking within nursing practice. Practices concerning patient hygiene and comfort, specific observations of the body, infection control (including asepsis and standard and additional precautions, and environmental safety) will be studied. Nursing practices, which are designed to assist those experiencing hospitalisation, will be addressed, including: maintenance of fluid status, skin integrity, mobility, the effective levels of pain relief and oxygenation. This knowledge will be extended to incorporate the experience of both patients and nurses when the body fails to function as expected, particularly where surgery is required. There will be regular clinical visits and a period of clinical placement to further develop the knowledge and skills gained in the unit, Observation in Nursing Practice.

Year 1, Semester 2

NURS5005

Biomedical Therapies and Nursing

Credit points: 6 **Session:** Semester 2 **Classes:** Lectures, labs **Assessment:** Surgical case study, Group work summary, three WebCT quizzes., Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study builds on knowledge of the cellular and systemic organisation of the human body. A cell-tissue-body environment approach to pathogenesis will be used as a framework to facilitate the exploration of biomedical and pharmacological interventions and their relationship to nursing practices. This approach allows the student to develop an understanding of the applications of various biomedical therapies to disease processes with similar pathogenic derivations. The development of such conceptual schemas provides an understanding and approaches to the evaluation of medical interventions and their outcomes.

NURS5006

Illness Experience and Nursing Care

Credit points: 6 **Session:** Semester 2 **Classes:** Seminars, tutorials **Assessment:** Illness Experience Project: Role Plays, Analysis of Interviews and Essay, WebCT Research Roundtable quiz, Written Examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

The ways in which individual people subjectively experience illness and care, particularly nursing care, is the focus of this unit of study. The unit examines theories of human consciousness, emotionality and embodiment. It addresses the use of qualitative research methodologies, and the findings of key studies, for exploring illness experiences. Many different illness experiences are examined, and attention is drawn to such factors as emotions arising in illness, issues of embodiment, and social attitudes to illness (for instance, stigmatisation of some illnesses). The nurse-patient relationship is critically examined, particularly in relation to emotions arising in this



context, nurses' attitudes towards a range of illnesses, and contemporary models of care. Students are involved in a research project that requires them to draw on theories about qualitative research methodologies.

NURS5007

Mental Health Nursing Practice I

Credit points: 6 **Session:** Semester 2 **Classes:** Seminars, labs, clinical placement **Assessment:** Essay, CPA, Exam, Off-Campus Clinical Performance **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study begins with the concept of mental health and illness by adopting the approach that mental health exists on a continuum. It examines a variety of mental health disorders and explores mental health care settings as therapeutic milieu utilising a multi-disciplinary model. Further, this unit of study explores the scope of mental health nursing practice. A particular focus is the systematic analysis and discussion of the therapeutic relationship and the dynamic components of interpersonal processes and the therapeutic use of self. Students will develop capabilities in establishing therapeutic relationships, micro counselling skills, assessment, and intervention skills for working with individuals and families experiencing mental illness. A variety of treatment modalities are explored, as is the scope of mental health nursing practice across diverse age, gender and cultural backgrounds. This unit of study examines the Australian ethico-legal context of mental health nursing, and compares historical developments in nursing to emerging trends in contemporary mental health nursing. This unit prepares the students for an extended mental health clinical placement, in either hospital, community or specialist units. This clinical placement provides opportunities to apply therapeutic interactive nursing capabilities in the mental health care setting as well as developing and consolidating overall nursing skills.

NURS5008

Acute Care and Nursing Practice I

Credit points: 6 **Session:** Semester 2 **Classes:** Lectures, labs, tutorials **Prerequisites:** NURS5004 **Assessment:** Seminar Group Presentation, Reflective Essay, Written examination, Clinical Performance Assessment, Off Campus clinical performance **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study will examine the integration of theoretical and clinical components of nursing knowledge to enable the provision of physical care to acutely ill people. Building on the theme of embodiment, the responses of an individual and others to an acute disruption in health will be explored. Using those illnesses commonly found in our community, the experiences of acute illness and how these illnesses impact individuals, families and communities will also be examined. The content of the unit is devoted to the area of medical/surgical nursing and focuses on the themes of disruption to health, the impact of illness, the processes of nursing care and the experience of illness on the individual and their family.

Year 2, Semester 1

NURS6001

Nursing Observations and Bio Parameters

Credit points: 6 **Session:** Semester 1 **Classes:** Lectures, tutorials **Assessment:** Mini-poster, Essay, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Intelligent observation and monitoring of patients' progress characterises that aspect of nursing that has often been referred to as the 'art of nursing'. Technology enhances, complements, and increases the complexity of nurses' practices in observing and monitoring and can itself become the focus of practice without the development of embodied clinical expertise. This unit of study allows the students to develop an understanding of the scientific basis of nursing observations by establishing links to the physiological concepts that support the methodology used in observation and monitoring of people across the life span in nursing practice; and it also provides a basis for understanding how more sophisticated clinical capabilities, such as pattern recognition, develop with experience and mindful

attention to clinical matters. The development of these clinical capabilities is assisted through examining the wider nursing spectrum of knowledge underpinning observation and monitoring in order to facilitate patient care, the development of effective nursing practices, and the generation of nursing knowledge

NURS6002

Maternity, Child & Adolescent Nursing I

Credit points: 6 **Session:** Semester 1 **Classes:** lectures, tutorials, labs, clinical placements **Assessment:** Research roundtable, Family and Infant/Child Assessment Report, Group summary of article/topic, Written examination, Off-campus clinical record book **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

The family will provide the central organising frame through which conception, normal pregnancy, childbirth, early parenting, childhood and adolescence will be examined within this unit of study. Utilising a developmental life stage approach, issues and current nursing/midwifery research and practice related to preconception, pregnancy, childbirth, care of the newborn through to adolescence will be discussed and analysed. The great diversity of family structures and life in modern Australia will be addressed to enable students to understand the role of the nurse in assisting families during life transitions such as becoming parents. Normal childhood and adolescent developmental stages will be addressed in order to provide a frame of reference for recognising deviations and the potential for disruption to the health and wellbeing of the individual and their family. Disruptions to health that may require hospitalisation, and the subsequent impact on the individual (newborn, child and/or adolescent) and their family will be examined within the unit of study.

NURS6003

Nursing Care for Chronic Conditions

Credit points: 6 **Session:** Semester 1 **Classes:** Lectures, tutorials, labs, clinical placements **Assessment:** Essay, Written examination, Medication Calculation Test, Clinical Performance Assessment, Off campus clinical performance **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study addresses nursing practices designed to meet the needs of individuals and families who are either living with long-term health conditions or terminal illness. An emphasis is placed on a holistic approach to nursing care in a variety of health care settings. Continuity of care between hospital and community settings is emphasized, using a case management model of care. Upon completion of this unit, students will have acquired an understanding of the nature of chronic illness and the demands these illnesses place on individuals, their families and communities. Students will be able to: (i) identify and describe the most common chronic health conditions experienced by the Australian population, and (ii) assess, plan and implement nursing care for these patients and evaluate the effectiveness of their care. For patients and their families experiencing the terminal phase of an illness, students will be able to provide appropriate symptom management and psychosocial care to ensure a peaceful death. In the case of Indigenous health, students will study the importance of community involvement in care delivery for affected individuals. The unit will involve a period of supervised clinical experience in practice settings where students may experience caring for chronic conditions using a case management approach.

NURS6004

Nursing and the Politics of Health Care

Credit points: 6 **Session:** Semester 1 **Classes:** Lectures, tutorials **Assessment:** 3 quizzes on WebCT, Tutorial Group Presentation & Summary, Essay, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

The organisation and delivery of health care, including nursing care, is always a political matter. In this unit of study students explore the politics of health care in Australia, with particular emphasis on prevailing discourses about health, illness and the provision of care. The Australian health care system is compared with other formal systems of care, particularly in relation to health policy, resource allocation and issues of access and equity. In addition, the recent

political history of health care in Australia is explored. The unit also critically analyses contemporary nursing models of care, and the ways in which these are affected by political forces. Finally, current political issues and debates (including those concerning nursing) in Australia and internationally are studied, including the ways in which these are affecting health policy and the delivery of care.

Year 2, Semester 2

NURS6005

Acute Care and Nursing Practice II

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, labs, tutorials
Prerequisites: NURS5008 and NURS6001 **Assessment:** assignments, exam, clinical assessment **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study addresses nursing practices and interventions that are designed to meet the needs of seriously or critically ill patients being nursed in high acuity settings of acute hospitals. It builds on the knowledge, capabilities and experiences gained in Acute Care and Nursing Practice I. The unit specifically focuses on high acuity environments, technological possibilities within such environments and their effects on the patient. The unit will examine acute life threatening health care problems, such as, interruption to: circulation; neurological function; respiratory function; and elimination. Physiological compensatory mechanisms, nursing assessment and specific biomedical and nursing interventions are investigated.

NURS6006

Mental Health Nursing Practice II

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, labs, tutorials
Prerequisites: NURS5007 **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit extends knowledge and skills introduced in the unit of study, Mental Health Nursing Practice I. The principles of primary health care will be integrated in the development of nursing care for people experiencing identified psychopathologies in acute mental settings, and for individuals experiencing enduring chronic mental illness. The principles of least to most restrictive mental health nursing environments (as per the National Standards of Mental Health Care) will be examined. Issues of more complexity within mental health will be addressed. The effect of dynamic influences such as substance use, and homelessness on the mental health and lifestyle of the individual and family and/or significant others will be considered. Post-traumatic stress in relation to victims of violence, trauma and incarceration will be explored. Students in this unit of study will identify and critique published research as it informs their developing practice and relates to the development of mental health nursing. They will also appraise research development opportunities in mental health by identifying research possibilities for mental health nursing and society.

NURS6007

Community Nursing

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, labs, tutorials
Assessment: assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Increasingly complex and chronic health conditions are being managed in the community. This unit of study examines the major concepts and principles of community health nursing including self care, continuity of care, primary health care, health promotion/ illness prevention, community assessment, family assessment, and home care. Approaches to the provision nursing care for people of all ages with acute, chronic or life threatening illness in settings where they live will be critiqued. Particular attention is given to the home visit process; its therapeutic nature, communication skills and safety issues. Epidemiological concepts and methodologies integral to community health nursing are explored. Students undertake a community assessment using a 'community profile' approach. This approach will be extended to explore and plan for the health needs of vulnerable groups within the Australian community including Aboriginal and Torres

Strait Islanders, people living with disability, minority cultural groups and the homeless. Community clinical placements afford students the opportunity to consolidate and integrate theoretical knowledge and community nursing practice.

NURS6008

Inquiry and Research in Nursing

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, tutorials
Assessment: assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study builds on the research roundtable that is studied in previous units. Two key areas are emphasised in this unit: (i) students' ability to communicate research in nursing practice; and (ii) understanding research approaches that have proved successful for improving nursing practice(s) and patient care. In this unit, students will be required to develop a repertoire appropriate to working in a research-informed manner, identifying areas where research could enhance practice, being skilled in accessing and assessing research relevant to particular clinical issues, and integrating research into their professional practice. Where appropriate, students will participate actively in research projects and all students will learn to present research papers.

Bachelor of Applied Science (Exercise and Sport Science)/Master of Nursing

Year 1, Semester 1

BACH1161

Introductory Behavioural Health Sciences

Credit points: 6 **Session:** Semester 1, Semester 2 **Classes:** 4 hrs/ week
Assessment: Class exercise (17.5%), mid semester 1000 word essay (25%), end of semester examination (57.5%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit provides an introduction to areas of psychology and sociology relevant to health and wellbeing. The unit provides the sociological tools (covering both theory and method) that are required to achieve social literacy in the domains of health and wellbeing as well as an introduction to the principles and applications of psychology as they pertain to these areas. The unit aims to develop a sociological imagination, a quality of mind that will be used to prompt students to question commonsense assumptions regarding health and wellbeing, including in specific areas such as exercise and sport. Students will also gain familiarity with the major paradigms and methodological approaches of contemporary psychology and will develop a facility in evaluating the application of psychological theory to specific health issues in their major area of study, such as addiction, stress, nutrition and diet and exercise adherence. Specifically, the sociology component of the unit will examine the origins, nature, and prospects of 'modern' societies; the nature of sociological explanation (the 'sociological imagination'); the social patterns, social processes, and social relationships that underpin inequalities in Australian society, especially as they relate to health and wellbeing; the characteristics, and limitations, of the classical biomedical model; the diagnostic and prescriptive distinctions between biomedicine, individualist health promotion, and social medicine; the wider political and economic context of healthcare, and of community sport and recreational activities. The psychology component of the unit will examine links between mind and body; the principles of learning and behaviour change; the psychological and biological responses to stress and pain; pain management; the psychology of groups, clubs, and other organisations; and selected additional topics as appropriate (for example, communication, exercise and fitness, health promotion, psychological changes across the lifespan).

BIOS1136

Functional Anatomy A

Credit points: 4 **Teacher/Coordinator:** Mr Darren Reed **Session:** Semester 1, Semester 2 **Classes:** On-campus, 42 hrs; online, 3 hrs **Assessment:** Mid semester exam (25%), end of semester practical exam (25%), end of semester

exam (50%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study begins with an introduction to the study of anatomy with particular reference to the musculoskeletal system. A detailed study of the gross anatomical structure and functional anatomy of the upper limb will then be undertaken. In this unit of study we will also examine the histological features of the tissues of the musculoskeletal system and examine the ways in which some of these tissues are altered by varying activity states. Material will be presented in lectures, practical sessions and online. Students will also be expected to undertake some independent learning activities. This unit includes laboratory classes in which human cadavers are studied; attendance at such classes is strongly encouraged.

Textbooks

1. Palastanga, Field & Soames, Anatomy and Human Movement (5th ed), Butterworth Heinemann Publishers
2. Abrahams, Hutchings & Marks, McMinn's Colour Atlas of Human Anatomy (5th ed), Mosby Publisher

BIOS1137

Introductory Neuroscience

Credit points: 3 **Teacher/Coordinator:** Dr Alan Freeman **Session:** Semester 1 **Classes:** Two 1hr lectures/wk, 9hrs practical classes/semester **Assessment:** 1hr mid-semester written exam (40%), 2hr end of semester written examination (60%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit introduces students to the basic structure and function of the nervous system. The physiological aspects of the unit cover the mechanisms of signal generation and transmission in the nervous system, spinal reflexes, the somatosensory and autonomic nervous systems and the descending motor pathways. The anatomy component of the unit presents the basic structure of the spinal cord and the brain.

EXSS1018

Biomechanics of Human Movement

Credit points: 6 **Teacher/Coordinator:** Dr Edouard Rene Ferdinands **Session:** Semester 1 **Classes:** 2 hours lectures, 2 hours tutorial/practicals **Assumed knowledge:** HSC Mathematics **Assessment:** Mid-semester exam, End of semester exam, Laboratory report **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit aims to develop an appreciation of how mechanical principles can be applied to understand the underlying causes of human movement. Topics include: kinematics, vectors, Newton's laws of motion, work, energy, power, and momentum; for both translational and rotational motion; and the influence of fluids on motion. Emphasis is placed on developing mathematical skills and analytical problem solving techniques. The laboratory classes complement the lectures; providing opportunities to validate mechanical principles in a quantitative manner.

EXSS1031

Cell Metabolism and Biochemistry

Credit points: 3 **Teacher/Coordinator:** Dr Kieron Rooney **Session:** Semester 1 **Classes:** 2 hrs lec/week, 3 hrs prac/week **Assumed knowledge:** Biology and Chemistry **Assessment:** mid semester exam (25%), practical report and end semester exam (75%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study will introduce students to the foundations of biochemistry. Students will gain an understanding of basic chemistry principles such as acid-base balance, chemical reactivity and enzyme regulation through their applications to energy production and consumption during physical activity. This unit of study will develop an appreciation for the role of different cellular components and their function in cell to cell communication, transport of molecules and bioenergetics of macronutrients. This unit of study will include tutorials and practical classes where students will gain some basic scientific and lab-based skills. Material covered in this unit of study will be used as a platform for further development in EXSS2017 Biochemistry of Exercise.

Year 1, Semester 2

BIOS1133

Body Systems: Structure & Function I

Credit points: 3 **Teacher/Coordinator:** Dr Ann Murphy **Session:** Semester 2 **Classes:** On campus, 33 hrs **Assumed knowledge:** BIOS1130 Molecules and Energy or CHEM1101 Chemistry IA or EXSS1031 Cell Metabolism & Biochemistry **Assessment:** Mid semester (MCQ) (20%), end of semester exams (MCQ) (80%) plus formative assessment with feedback **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit will present the gross anatomy, functional histology and physiology of the cardiovascular and respiratory systems. The material covered in this unit forms the foundation for subsequent biomedical and professional units of study. This unit includes laboratory classes at which human cadaveric material is studied; attendance at such classes is strongly encouraged.

BIOS1160

Functional Anatomy B - Exercise Science

Credit points: 6 **Teacher/Coordinator:** Dr Catherine Willis **Session:** Semester 2 **Classes:** 5 hrs/week **Assessment:** Mid semester practical exam (30%), end semester practical exam (30%), end semester exam (40%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study presents a detailed study of the gross anatomical structure and functional anatomy of the lower limb, vertebral column, thorax and pelvis. Content will include application of anatomical principles to the analysis of movement. Students will be expected to undertake a number of independent learning activities including participating in on-line tutorials. This unit includes laboratory classes in which human cadavers are studied; attendance at such classes is strongly encouraged. A module examining the analysis of integrated movements of upper and lower limbs will also be presented.

EXSS1032

Fundamentals of Exercise Science

Credit points: 6 **Teacher/Coordinator:** Dr Rhonda Orr **Session:** Semester 2 **Classes:** 3 hrs lec/week, 2 hrs prac/week **Assessment:** Assignment (20%), mid semester exam (25%), end of semester exam (55%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit encompasses the fundamental principles and practices of exercise science. The student will gain an understanding of the application of these principles to the assessment and development of physical fitness. The unit examines energy expenditure, the energetics of exercise, the measurement of human work performance and exercise responses in the laboratory, the assessment of aerobic and muscular fitness and the fundamentals of programming of cardiorespiratory and resistance training exercise programs for healthy, low-risk individuals. The instructions and techniques of resistance training will also be delivered.

EXSS1030

Sport First Aid/Trainer

Credit points: 3 **Teacher/Coordinator:** Dr Margaret Torode **Session:** Semester 1, Semester 2 **Classes:** on campus 3 hrs/week **Assessment:** mid semester exam (30%), prac (40%), end semester exam (30%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Note: Department permission required for enrolment.

This unit aims to provide students with appropriate skills and training for the effective initial management of sport injury situations. On completion of the unit students will be able to execute immediate first aid care with particular attention to extreme environments, soft tissue injuries and demonstrate a sound understanding of communicable diseases and their precautions. Principles and practices for the role of the sports trainer in relation to specific injury management will also be explored.

EXSS2025

Motor Control and Learning

Credit points: 6 **Teacher/Coordinator:** Assoc.Prof Nicholas O'Dwyer **Session:** Semester 2 **Classes:** 2hrs lec/week, 2hrs tut/week **Assumed knowledge:** EXSS2016 Motor control **Assessment:** Tutorial presentation(15%), self scored mid semester exam (MCQ + SAQ) (0%), group training project report (35%),

end semester exam (MCQ + SAQ) (50%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study provides students with a broad overview of motor control and learning with the aim of stimulating them to think about the mechanisms of normal human movement. Both a behavioural and a neurophysiological approach are taken to the acquisition and execution of skilled motor actions. The behavioural approach is directed at the structures and processes underlying movement without considering their physical basis, while the neurophysiological approach is directed at the neuromuscular machinery and the functional neural connections that govern movement. The unit consists of 3 modules. The first module examines the information processing and energetic capacities of the learner that underpin motor performance; that is, characteristics of the perceptual-motor system such as memory, attention, reaction time, speed-accuracy trade-off, force control, economy of energy, coordination, automaticity, lateralisation, arousal and stress, talent and expertise. The second module examines features of the learning environment that can be manipulated to promote motor learning such as goals, motivation, instruction, practice conditions and feedback. The third module examines applications to teaching motor skills, coaching and rehabilitation and includes a group project in which a motor skill is trained, thereby enabling students to apply the principles of motor control and learning that they have learned.

Year 2, Semester 1

BIOS2098

Body Systems: Structure & Function II

Credit points: 3 **Teacher/Coordinator:** Dr Elizabeth Hegedus **Session:** Semester 1 **Classes:** Three 1hr lectures/week, weeks 1-10 **Assumed knowledge:** BIOS1130 Molecules and Energy or CHEM1101 Chemistry IA or CHEM1001 Fundamentals of Chemistry 1A **Assessment:** 30 min exam (MCQ) (20%), 2hr exam (MCQ and SAQ) (80%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit will present the gross anatomy, functional histology and physiology of the renal, digestive, reproductive and endocrine systems, with particular reference to adaptations occurring during exercise and the impact of exercise on system function where appropriate. In addition, immunology and immunological disorders will be covered.

EXSS2016

Motor Control

Credit points: 3 **Teacher/Coordinator:** Ian Cathers **Session:** Semester 1 **Classes:** 2 hours lectures; 2 hours tutorials per week **Prerequisites:** BIOS1137 Introductory Neuroscience **Assessment:** Mid-semester exam, End semester exam **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit aims to provide students with an in-depth understanding of the control and acquisition of motor behaviours from the perspective of neuroscience. It will examine the nature and cause of movement and the maintenance of posture and balance. Models will be developed which emphasise the control of movement as an interaction between the nervous system, skeletal muscle and the environment. This Unit considers the mechanics of movement and clinical disorders to extend the application of the motor system model.

EXSS2027

Exercise Physiology for Clinicians

Credit points: 6 **Teacher/Coordinator:** Dr Chin Moi Chow **Session:** Semester 1 **Classes:** 3hrs lectures, 2 hrs practical/week **Assumed knowledge:** EXSS1032 Fundamentals of Exercise Science and BIOS1133 Body Systems: Structure & Function 1 **Assessment:** Mid semester examination (20%), end semester exam (80%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit has a major focus on the acute cardiorespiratory and haemodynamic response to exercise in both healthy and diseased populations. The measures of maximal oxygen consumption and anaerobic threshold as determinants of cardiorespiratory performance in endurance events are discussed. In relation to these measures, the concept of acid-base balance is introduced. Physiological

adaptations associated with endurance, high resistance and interval/sprint training will be explored. Students will learn the mechanisms behind muscle damage and fatigue. The approach will be integrative, with particular attention given to the regulation of the changes in the cardiorespiratory, and metabolic systems during exercise.

NURS5004

Applied Nursing Practice

Credit points: 6 **Session:** Semester 1b **Classes:** lectures, labs, tutorials **Assessment:** Patient Discharge Plan, Research Round Table, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study builds on the unit, Observation in Nursing Practice, and will further develop the principles of caring, communication and critical thinking within nursing practice. Practices concerning patient hygiene and comfort, specific observations of the body, infection control (including asepsis and standard and additional precautions, and environmental safety) will be studied. Nursing practices, which are designed to assist those experiencing hospitalisation, will be addressed, including: maintenance of fluid status, skin integrity, mobility, the effective levels of pain relief and oxygenation. This knowledge will be extended to incorporate the experience of both patients and nurses when the body fails to function as expected, particularly where surgery is required. There will be regular clinical visits and a period of clinical placement to further develop the knowledge and skills gained in the unit, Observation in Nursing Practice.

NURS5003

Observation in Nursing Practice

Credit points: 6 **Session:** Semester 1a **Classes:** lectures, tutorials **Assessment:** Research Round Table, Essay, Written examination, Clinical Experience Diary, Clinical Performance, Clinical Performance Assessment **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study provides an opportunity to observe and assess approaches to health care such as the biomedical model, the role of preventative and community-based care and complementary and alternative treatments. Observation of specific issues surrounding Indigenous approaches to health care and the increasing aged and chronically ill populations will be explored. The unit focuses on the roles and relationships among nurses, patients and other health professionals in practice settings. Regular clinical visits, with an experiential and reflective approach to learning, provides opportunities for students to gain insight into the provision and receipt of nursing care across a broad spectrum of nurses' working environments. Students will learn how to observe for symptom clusters associated with common illnesses and the processes of clinical nursing assessment will be introduced during the clinical visits.

Year 2, Semester 2

EXSS2026

Growth, Development and Ageing

Credit points: 6 **Session:** Semester 2 **Classes:** 3 hrs lec/week, 1hr tut/week **Assessment:** Mid semester exam (25%), assignment (20%), end of semester exam (55%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study aims to provide the student with an appreciation of growth, development and ageing of the human across the lifespan. Physiologic changes, motor skill development and physical performance will be examined and related to morphology and stages of childhood and adolescent growth. The relationships between growth, development, gender and physical activity will be explored. The biological changes and consequences of ageing on physiologic and psychological health, disease and exercise capacity will be investigated. The student will also be able to gain an understanding of exercise prescription for pregnant women, children, adolescents and older adults.

NURS5002**Social Contexts of Health**

Credit points: 6 **Session:** Semester 1, Semester 2 **Classes:** Seminars, tutorials
Assessment: Assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

All ideas, beliefs and understandings about health and illness are intrinsically connected to particular social and historical contexts. This unit of study explores a range of such ideas and beliefs from different societies and different historical eras. A major component of this unit will be Indigenous health and history, including Indigenous ideas and beliefs about health and illness. The unit also explores established theories about health and illness from western and non-western perspectives. Drawing on these theories the unit critically analyses the relationship between social factors (for example ethnicity, gender, socioeconomic status, employment) and patterns of health and illness in contemporary Australia. A focus on contemporary Indigenous Australian health is an important aspect of this unit of study. Current issues related to health and illness in Australia and its region are also explored in this unit.

NURS5006**Illness Experience and Nursing Care**

Credit points: 6 **Session:** Semester 2 **Classes:** Seminars, tutorials
Assessment: Illness Experience Project: Role Plays, Analysis of Interviews and Essay, WebCT Research Roundtable quiz, Written Examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

The ways in which individual people subjectively experience illness and care, particularly nursing care, is the focus of this unit of study. The unit examines theories of human consciousness, emotionality and embodiment. It addresses the use of qualitative research methodologies, and the findings of key studies, for exploring illness experiences. Many different illness experiences are examined, and attention is drawn to such factors as emotions arising in illness, issues of embodiment, and social attitudes to illness (for instance, stigmatisation of some illnesses). The nurse-patient relationship is critically examined, particularly in relation to emotions arising in this context, nurses' attitudes towards a range of illnesses, and contemporary models of care. Students are involved in a research project that requires them to draw on theories about qualitative research methodologies.

NURS5005**Biomedical Therapies and Nursing**

Credit points: 6 **Session:** Semester 2 **Classes:** Lectures, labs **Assessment:** Surgical case study, Group work summary, three WebCT quizzes., Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study builds on knowledge of the cellular and systemic organisation of the human body. A cell-tissue-body environment approach to pathogenesis will be used as a framework to facilitate the exploration of biomedical and pharmacological interventions and their relationship to nursing practices. This approach allows the student to develop an understanding of the applications of various biomedical therapies to disease processes with similar pathogenic derivations. The development of such conceptual schemas provides an understanding and approaches to the evaluation of medical interventions and their outcomes.

Year 3, Semester 1**EXSS3024****Exercise, Health and Disease**

Credit points: 6 **Teacher/Coordinator:** Dr Jacqueline Raymond **Session:** Semester 1 **Classes:** 3 hours lectures; 2 hours practicals **Assumed knowledge:** (EXSS2027 Exercise physiology for Clinicians) or (EXSS2019 Exercise Physiology- Acute Responses and EXSS2022 Exercise Physiology Training Adaptations) **Assessment:** Mid semester exam, prac exam **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Regular physical activity (PA) has a wide range of muscular, metabolic and cardiovascular effects that are essential to the maintenance of normal physiological function. Thus the benefits of a physically active

lifestyle extend beyond those of fitness and well-being to the active reduction of disease risk. The aim of this unit is to investigate the application of exercise science to the promotion and maintenance of health via the prevention of chronic disease and the risk factors for chronic disease, and the management of people suffering from chronic disease or people who are at risk of chronic disease. The role of exercise testing in the diagnosis of disease will also be examined. Emphasis will be placed on the scientific evidence underpinning the use of exercise programs in those chronic diseases which are responsive to an exercise intervention.

EXSS3023**Exercise Testing and Prescription**

Credit points: 6 **Teacher/Coordinator:** Dr Corinne Caillaud **Session:** Semester 1 **Classes:** 3 hours lectures; 2 hours practicals **Assumed knowledge:** EXSS2022 Exercise Physiology Training Adaptations or EXSS2027 **Assessment:** Mid-semester exam, Assignment, End-semester exam. **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit is designed to provide a comprehensive and critical examination of exercise testing and programming in low-risk populations. The scientific evidence for exercise dosages for aerobic exercise and resistance training required for health and fitness outcomes will be critically reviewed. Other aspects of exercise programming such as flexibility, warm up and instructional technique will also be covered in this unit. Through the use of lectures and case studies, students will learn how to integrate both the physiological components and logistical aspects of exercise performance, to devise individualised exercise test batteries and prescriptions. Although not a co-requisite, students will benefit from undertaking EXSS3024 Exercise, Health and Disease in parallel with Exercise Testing and Prescription.

EXSS3042**Nutrition for Health, Exercise & Sport**

Credit points: 6 **Teacher/Coordinator:** Dr Helen O'Connor **Session:** Semester 1 **Classes:** 3 x 1 hr lecture per week for 4 weeks 2 x 1 hr lecture for 9 weeks 1 x 1 hr tutorial for 9 weeks **Assessment:** poster presentations (10%), case based small group work assignments (20%), practical anthropometry examination (20%) and end semester exam (50%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit provides students with background knowledge in nutrition as applied to public health and exercise performance. Emphasis is given to the major, nutrition related public health issues faced by western countries including the impact of diet on obesity, diabetes mellitus, cardiovascular disease and cancer. Students will study how diets and individuals can be assessed for nutritional adequacy and how diet can be manipulated to treat the above mentioned lifestyle diseases. In addition, students will learn about the way diet can optimise exercise performance through provision of adequate energy and ideal distribution of macronutrients. Use of dietary supplements and nutritional ergogenic aids and the benefit of sports nutrition strategies such as 'carbohydrate loading' will also be a focus. This unit of study has a strong practical emphasis so that in addition to provision of a theoretical rationale for diet manipulation, students will be introduced to practical diet strategies used to improve nutritional status and exercise performance. An opportunity to attain a level I International Society for Kinanthropometry accreditation will also be available through the practical anthropometry classes in this unit of study.

Year 3, Semester 2**NURS5007****Mental Health Nursing Practice I**

Credit points: 6 **Session:** Semester 2 **Classes:** Seminars, labs, clinical placement **Assessment:** Essay, CPA, Exam, Off-Campus Clinical Performance **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study begins with the concept of mental health and illness by adopting the approach that mental health exists on a continuum. It examines a variety of mental health disorders and explores mental

health care settings as therapeutic milieu utilising a multi-disciplinary model. Further, this unit of study explores the scope of mental health nursing practice. A particular focus is the systematic analysis and discussion of the therapeutic relationship and the dynamic components of interpersonal processes and the therapeutic use of self. Students will develop capabilities in establishing therapeutic relationships, micro counselling skills, assessment, and intervention skills for working with individuals and families experiencing mental illness. A variety of treatment modalities are explored, as is the scope of mental health nursing practice across diverse age, gender and cultural backgrounds. This unit of study examines the Australian ethico-legal context of mental health nursing, and compares historical developments in nursing to emerging trends in contemporary mental health nursing. This unit prepares the students for an extended mental health clinical placement, in either hospital, community or specialist units. This clinical placement provides opportunities to apply therapeutic interactive nursing capabilities in the mental health care setting as well as developing and consolidating overall nursing skills.

EXSS3038 Ergonomics

Credit points: 6 **Teacher/Coordinator:** Dr Damien O'Meara **Session:** Semester 1, Semester 2 **Classes:** 2 hrs lec/week, 2 hrs prac/week **Assumed knowledge:** BIOS1159 Functional Anatomy A - Exercise, BIOS1160 Functional Anatomy B - Exercise, EXSS1018 Biomechanics of Human Movement **Assessment:** Mid semester exam (30%), assignment (30%), end of semester exam (40%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Note: Department permission required for enrolment in the following sessions: Semester 1.

Ergonomics is concerned with optimising health, safety and performance in human activities. This unit will broaden the student's knowledge of human tolerance to physical tasks by considering tasks performed across a spectrum of settings, including occupational, sport, and activities of daily living. Specifically through the application of anatomy, biomechanics, and exercise and environmental physiology an understanding of the principles of matching environmental and task related parameters to human characteristics will be developed. This knowledge has application to OH&S, sport safety and the development of accessible environments for functionally impaired.

Textbooks

Bridger RS, Introduction to Ergonomics, (1995) McGraw-Hill: New York (2003), 2nd Edition, Taylor & Francis, London

EXSS3027 Exercise and Rehabilitation

Credit points: 6 **Teacher/Coordinator:** Belinda Parmenter **Session:** Semester 2 **Classes:** 3 hours lectures; 2 hours practicals **Prerequisites:** EXSS3024 Exercise, Health and Disease **Assumed knowledge:** EXSS2019 Exercise Physiology - Acute Responses, EXSS2022 Exercise Physiology Training, EXSS2027 Exercise Physiology for Clinicians **Assessment:** Prac exam, end of semester exam **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit examines the pathophysiological basis of exercise limitations and the use of exercise in the rehabilitation of a wide range of health disorders. These health disorders include musculoskeletal conditions such as osteoarthritis neurological conditions such as stroke and spinal cord injury and respiratory conditions such as asthma and COPD. Where relevant, the role of physical activity in the primary prevention of disease is also considered. Throughout the unit, discussion of the effects of disease (pathology) on the exercise response is used to enhance understanding of normal exercise physiology and biomechanical function. Similar attention is paid to the contributions of disuse and deconditioning to exacerbation of exercise impairment imposed by disease or injury. Throughout the undergraduate program, students will have been accruing workplace experience in a range of areas related to Exercise and Sport Science. Completion of 100 hours of workplace experience is a requirement for successful completion of Exercise and Rehabilitation.

NURS5008

Acute Care and Nursing Practice I

Credit points: 6 **Session:** Semester 2 **Classes:** Lectures, labs, tutorials **Prerequisites:** NURS5004 **Assessment:** Seminar Group Presentation, Reflective Essay, Written examination, Clinical Performance Assessment, Off Campus clinical performance **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study will examine the integration of theoretical and clinical components of nursing knowledge to enable the provision of physical care to acutely ill people. Building on the theme of embodiment, the responses of an individual and others to an acute disruption in health will be explored. Using those illnesses commonly found in our community, the experiences of acute illness and how these illnesses impact individuals, families and communities will also be examined. The content of the unit is devoted to the area of medical/surgical nursing and focuses on the themes of disruption to health, the impact of illness, the processes of nursing care and the experience of illness on the individual and their family.

Year 4, Semester 1

NURS6001

Nursing Observations and Bio Parameters

Credit points: 6 **Session:** Semester 1 **Classes:** Lectures, tutorials **Assessment:** Mini-poster, Essay, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Intelligent observation and monitoring of patients' progress characterises that aspect of nursing that has often been referred to as the 'art of nursing'. Technology enhances, complements, and increases the complexity of nurses' practices in observing and monitoring and can itself become the focus of practice without the development of embodied clinical expertise. This unit of study allows the students to develop an understanding of the scientific basis of nursing observations by establishing links to the physiological concepts that support the methodology used in observation and monitoring of people across the life span in nursing practice; and it also provides a basis for understanding how more sophisticated clinical capabilities, such as pattern recognition, develop with experience and mindful attention to clinical matters. The development of these clinical capabilities is assisted through examining the wider nursing spectrum of knowledge underpinning observation and monitoring in order to facilitate patient care, the development of effective nursing practices, and the generation of nursing knowledge

NURS6002

Maternity, Child & Adolescent Nursing I

Credit points: 6 **Session:** Semester 1 **Classes:** lectures, tutorials, labs, clinical placements **Assessment:** Research roundtable, Family and Infant/Child Assessment Report, Group summary of article/topic, Written examination, Off-campus clinical record book **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

The family will provide the central organising frame through which conception, normal pregnancy, childbirth, early parenting, childhood and adolescence will be examined within this unit of study. Utilising a developmental life stage approach, issues and current nursing/midwifery research and practice related to preconception, pregnancy, childbirth, care of the newborn through to adolescence will be discussed and analysed. The great diversity of family structures and life in modern Australia will be addressed to enable students to understand the role of the nurse in assisting families during life transitions such as becoming parents. Normal childhood and adolescent developmental stages will be addressed in order to provide a frame of reference for recognising deviations and the potential for disruption to the health and wellbeing of the individual and their family. Disruptions to health that may require hospitalisation, and the subsequent impact on the individual (newborn, child and/or adolescent) and their family will be examined within the unit of study.

NURS6003**Nursing Care for Chronic Conditions**

Credit points: 6 **Session:** Semester 1 **Classes:** Lectures, tutorials, labs, clinical placements **Assessment:** Essay, Written examination, Medication Calculation Test, Clinical Performance Assessment, Off campus clinical performance **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study addresses nursing practices designed to meet the needs of individuals and families who are either living with long-term health conditions or terminal illness. An emphasis is placed on a holistic approach to nursing care in a variety of health care settings. Continuity of care between hospital and community settings is emphasized, using a case management model of care. Upon completion of this unit, students will have acquired an understanding of the nature of chronic illness and the demands these illnesses place on individuals, their families and communities. Students will be able to: (i) identify and describe the most common chronic health conditions experienced by the Australian population, and (ii) assess, plan and implement nursing care for these patients and evaluate the effectiveness of their care. For patients and their families experiencing the terminal phase of an illness, students will be able to provide appropriate symptom management and psychosocial care to ensure a peaceful death. In the case of Indigenous health, students will study the importance of community involvement in care delivery for affected individuals. The unit will involve a period of supervised clinical experience in practice settings where students may experience caring for chronic conditions using a case management approach.

NURS6004**Nursing and the Politics of Health Care**

Credit points: 6 **Session:** Semester 1 **Classes:** Lectures, tutorials **Assessment:** 3 quizzes on WebCT, Tutorial Group Presentation & Summary, Essay, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

The organisation and delivery of health care, including nursing care, is always a political matter. In this unit of study students explore the politics of health care in Australia, with particular emphasis on prevailing discourses about health, illness and the provision of care. The Australian health care system is compared with other formal systems of care, particularly in relation to health policy, resource allocation and issues of access and equity. In addition, the recent political history of health care in Australia is explored. The unit also critically analyses contemporary nursing models of care, and the ways in which these are affected by political forces. Finally, current political issues and debates (including those concerning nursing) in Australia and internationally are studied, including the ways in which these are affecting health policy and the delivery of care.

Year 4, Semester 2**NURS6005****Acute Care and Nursing Practice II**

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, labs, tutorials **Prerequisites:** NURS5008 and NURS6001 **Assessment:** assignments, exam, clinical assessment **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study addresses nursing practices and interventions that are designed to meet the needs of seriously or critically ill patients being nursed in high acuity settings of acute hospitals. It builds on the knowledge, capabilities and experiences gained in Acute Care and Nursing Practice I. The unit specifically focuses on high acuity environments, technological possibilities within such environments and their effects on the patient. The unit will examine acute life threatening health care problems, such as, interruption to: circulation; neurological function; respiratory function; and elimination. Physiological compensatory mechanisms, nursing assessment and specific biomedical and nursing interventions are investigated.

NURS6006**Mental Health Nursing Practice II**

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, labs, tutorials **Prerequisites:** NURS5007 **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit extends knowledge and skills introduced in the unit of study, Mental Health Nursing Practice I. The principles of primary health care will be integrated in the development of nursing care for people experiencing identified psychopathologies in acute mental settings, and for individuals experiencing enduring chronic mental illness. The principles of least to most restrictive mental health nursing environments (as per the National Standards of Mental Health Care) will be examined. Issues of more complexity within mental health will be addressed. The effect of dynamic influences such as substance use, and homelessness on the mental health and lifestyle of the individual and family and/or significant others will be considered. Post-traumatic stress in relation to victims of violence, trauma and incarceration will be explored. Students in this unit of study will identify and critique published research as it informs their developing practice and relates to the development of mental health nursing. They will also appraise research development opportunities in mental health by identifying research possibilities for mental health nursing and society.

NURS6007**Community Nursing**

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, labs, tutorials **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Increasingly complex and chronic health conditions are being managed in the community. This unit of study examines the major concepts and principles of community health nursing including self care, continuity of care, primary health care, health promotion/ illness prevention, community assessment, family assessment, and home care. Approaches to the provision nursing care for people of all ages with acute, chronic or life threatening illness in settings where they live will be critiqued. Particular attention is given to the home visit process; its therapeutic nature, communication skills and safety issues. Epidemiological concepts and methodologies integral to community health nursing are explored. Students undertake a community assessment using a 'community profile' approach. This approach will be extended to explore and plan for the health needs of vulnerable groups within the Australian community including Aboriginal and Torres Strait Islanders, people living with disability, minority cultural groups and the homeless. Community clinical placements afford students the opportunity to consolidate and integrate theoretical knowledge and community nursing practice.

NURS6008**Inquiry and Research in Nursing**

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, tutorials **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study builds on the research roundtable that is studied in previous units. Two key areas are emphasised in this unit: (i) students' ability to communicate research in nursing practice; and (ii) understanding research approaches that have proved successful for improving nursing practice(s) and patient care. In this unit, students will be required to develop a repertoire appropriate to working in a research-informed manner, identifying areas where research could enhance practice, being skilled in accessing and assessing research relevant to particular clinical issues, and integrating research into their professional practice. Where appropriate, students will participate actively in research projects and all students will learn to present research papers.

Bachelor of Arts/Master of Nursing

Year 1, Semesters 1 and 2

48 credit points of Arts units (refer to the Arts handbook for requirements)

Year 2, Semester 1

12 credit points of Arts units (refer to the Arts handbook for requirements)

NURS5004

Applied Nursing Practice

Credit points: 6 **Session:** Semester 1b **Classes:** lectures, labs, tutorials **Assessment:** Patient Discharge Plan, Research Round Table, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study builds on the unit, Observation in Nursing Practice, and will further develop the principles of caring, communication and critical thinking within nursing practice. Practices concerning patient hygiene and comfort, specific observations of the body, infection control (including asepsis and standard and additional precautions, and environmental safety) will be studied. Nursing practices, which are designed to assist those experiencing hospitalisation, will be addressed, including: maintenance of fluid status, skin integrity, mobility, the effective levels of pain relief and oxygenation. This knowledge will be extended to incorporate the experience of both patients and nurses when the body fails to function as expected, particularly where surgery is required. There will be regular clinical visits and a period of clinical placement to further develop the knowledge and skills gained in the unit, Observation in Nursing Practice.

NURS5003

Observation in Nursing Practice

Credit points: 6 **Session:** Semester 1a **Classes:** lectures, tutorials **Assessment:** Research Round Table, Essay, Written examination, Clinical Experience Diary, Clinical Performance, Clinical Performance Assessment **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study provides an opportunity to observe and assess approaches to health care such as the biomedical model, the role of preventative and community-based care and complementary and alternative treatments. Observation of specific issues surrounding Indigenous approaches to health care and the increasing aged and chronically ill populations will be explored. The unit focuses on the roles and relationships among nurses, patients and other health professionals in practice settings. Regular clinical visits, with an experiential and reflective approach to learning, provides opportunities for students to gain insight into the provision and receipt of nursing care across a broad spectrum of nurses' working environments. Students will learn how to observe for symptom clusters associated with common illnesses and the processes of clinical nursing assessment will be introduced during the clinical visits.

Year 2, Semester 2

NURS5005

Biomedical Therapies and Nursing

Credit points: 6 **Session:** Semester 2 **Classes:** Lectures, labs **Assessment:** Surgical case study, Group work summary, three WebCT quizzes., Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study builds on knowledge of the cellular and systemic organisation of the human body. A cell-tissue-body environment approach to pathogenesis will be used as a framework to facilitate the exploration of biomedical and pharmacological interventions and their relationship to nursing practices. This approach allows the student to develop an understanding of the applications of various biomedical therapies to disease processes with similar pathogenic derivations. The development of such conceptual schemas provides an

understanding and approaches to the evaluation of medical interventions and their outcomes.

NURS5006

Illness Experience and Nursing Care

Credit points: 6 **Session:** Semester 2 **Classes:** Seminars, tutorials **Assessment:** Illness Experience Project: Role Plays, Analysis of Interviews and Essay, WebCT Research Roundtable quiz, Written Examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

The ways in which individual people subjectively experience illness and care, particularly nursing care, is the focus of this unit of study. The unit examines theories of human consciousness, emotionality and embodiment. It addresses the use of qualitative research methodologies, and the findings of key studies, for exploring illness experiences. Many different illness experiences are examined, and attention is drawn to such factors as emotions arising in illness, issues of embodiment, and social attitudes to illness (for instance, stigmatisation of some illnesses). The nurse-patient relationship is critically examined, particularly in relation to emotions arising in this context, nurses' attitudes towards a range of illnesses, and contemporary models of care. Students are involved in a research project that requires them to draw on theories about qualitative research methodologies.

Year 3, Semester 1

12 credit points of Arts units (refer to the Arts handbook for requirements)

NURS5001

Nursing Concepts: Bodies and Boundaries

Credit points: 6 **Session:** Semester 1 **Classes:** Seminars **Assessment:** Assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

In this unit of study the concept of embodiment will be used to examine nursing and nurses' practice, exploring both the physical body and the lived body as experienced and interpreted by the patient and the nurse. This unit is closely related to two other units of study: Observation, Assessment & Nursing and Applied Nursing Practice. The unit explores the relevant literatures on: how different cultures have evolved social practices to govern the body and its products and functions; and why the study of these is central to successfully and safely providing nursing care for patients. Students will also study the legislative and regulatory frameworks relating to nurses' professional and legal boundaries and the origins and purposes of these governing frameworks. The ultimate purpose of the unit is the mindful application of the insights gained here to understanding the clinical context of nurses' care of the physical body and the patient's experiences of nursing care.

NURS5002

Social Contexts of Health

Credit points: 6 **Session:** Semester 1, Semester 2 **Classes:** Seminars, tutorials **Assessment:** Assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

All ideas, beliefs and understandings about health and illness are intrinsically connected to particular social and historical contexts. This unit of study explores a range of such ideas and beliefs from different societies and different historical eras. A major component of this unit will be Indigenous health and history, including Indigenous ideas and beliefs about health and illness. The unit also explores established theories about health and illness from western and non-western perspectives. Drawing on these theories the unit critically analyses the relationship between social factors (for example ethnicity, gender, socioeconomic status, employment) and patterns of health and illness in contemporary Australia. A focus on contemporary Indigenous Australian health is an important aspect of this unit of study. Current issues related to health and illness in Australia and its region are also explored in this unit.

Year 3, Semester 2

12 credit points of Arts units (refer to the Arts handbook for requirements)

NURS5008

Acute Care and Nursing Practice I

Credit points: 6 **Session:** Semester 2 **Classes:** Lectures, labs, tutorials
Prerequisites: NURS5004 **Assessment:** Seminar Group Presentation, Reflective Essay, Written examination, Clinical Performance Assessment, Off Campus clinical performance **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study will examine the integration of theoretical and clinical components of nursing knowledge to enable the provision of physical care to acutely ill people. Building on the theme of embodiment, the responses of an individual and others to an acute disruption in health will be explored. Using those illnesses commonly found in our community, the experiences of acute illness and how these illnesses impact individuals, families and communities will also be examined. The content of the unit is devoted to the area of medical/surgical nursing and focuses on the themes of disruption to health, the impact of illness, the processes of nursing care and the experience of illness on the individual and their family.

NURS5007

Mental Health Nursing Practice I

Credit points: 6 **Session:** Semester 2 **Classes:** Seminars, labs, clinical placement **Assessment:** Essay, CPA, Exam, Off-Campus Clinical Performance **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study begins with the concept of mental health and illness by adopting the approach that mental health exists on a continuum. It examines a variety of mental health disorders and explores mental health care settings as therapeutic milieu utilising a multi-disciplinary model. Further, this unit of study explores the scope of mental health nursing practice. A particular focus is the systematic analysis and discussion of the therapeutic relationship and the dynamic components of interpersonal processes and the therapeutic use of self. Students will develop capabilities in establishing therapeutic relationships, micro counselling skills, assessment, and intervention skills for working with individuals and families experiencing mental illness. A variety of treatment modalities are explored, as is the scope of mental health nursing practice across diverse age, gender and cultural backgrounds. This unit of study examines the Australian ethico-legal context of mental health nursing, and compares historical developments in nursing to emerging trends in contemporary mental health nursing. This unit prepares the students for an extended mental health clinical placement, in either hospital, community or specialist units. This clinical placement provides opportunities to apply therapeutic interactive nursing capabilities in the mental health care setting as well as developing and consolidating overall nursing skills.

Year 4, Semester 1

NURS6001

Nursing Observations and Bio Parameters

Credit points: 6 **Session:** Semester 1 **Classes:** Lectures, tutorials
Assessment: Mini-poster, Essay, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Intelligent observation and monitoring of patients' progress characterises that aspect of nursing that has often been referred to as the 'art of nursing'. Technology enhances, complements, and increases the complexity of nurses' practices in observing and monitoring and can itself become the focus of practice without the development of embodied clinical expertise. This unit of study allows the students to develop an understanding of the scientific basis of nursing observations by establishing links to the physiological concepts that support the methodology used in observation and monitoring of people across the life span in nursing practice; and it also provides a basis for understanding how more sophisticated clinical capabilities, such as pattern recognition, develop with experience and mindful

attention to clinical matters. The development of these clinical capabilities is assisted through examining the wider nursing spectrum of knowledge underpinning observation and monitoring in order to facilitate patient care, the development of effective nursing practices, and the generation of nursing knowledge

NURS6002

Maternity, Child & Adolescent Nursing I

Credit points: 6 **Session:** Semester 1 **Classes:** lectures, tutorials, labs, clinical placements **Assessment:** Research roundtable, Family and Infant/Child Assessment Report, Group summary of article/topic, Written examination, Off-campus clinical record book **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

The family will provide the central organising frame through which conception, normal pregnancy, childbirth, early parenting, childhood and adolescence will be examined within this unit of study. Utilising a developmental life stage approach, issues and current nursing/midwifery research and practice related to preconception, pregnancy, childbirth, care of the newborn through to adolescence will be discussed and analysed. The great diversity of family structures and life in modern Australia will be addressed to enable students to understand the role of the nurse in assisting families during life transitions such as becoming parents. Normal childhood and adolescent developmental stages will be addressed in order to provide a frame of reference for recognising deviations and the potential for disruption to the health and wellbeing of the individual and their family. Disruptions to health that may require hospitalisation, and the subsequent impact on the individual (newborn, child and/or adolescent) and their family will be examined within the unit of study.

NURS6003

Nursing Care for Chronic Conditions

Credit points: 6 **Session:** Semester 1 **Classes:** Lectures, tutorials, labs, clinical placements **Assessment:** Essay, Written examination, Medication Calculation Test, Clinical Performance Assessment, Off campus clinical performance **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study addresses nursing practices designed to meet the needs of individuals and families who are either living with long-term health conditions or terminal illness. An emphasis is placed on a holistic approach to nursing care in a variety of health care settings. Continuity of care between hospital and community settings is emphasized, using a case management model of care. Upon completion of this unit, students will have acquired an understanding of the nature of chronic illness and the demands these illnesses place on individuals, their families and communities. Students will be able to: (i) identify and describe the most common chronic health conditions experienced by the Australian population, and (ii) assess, plan and implement nursing care for these patients and evaluate the effectiveness of their care. For patients and their families experiencing the terminal phase of an illness, students will be able to provide appropriate symptom management and psychosocial care to ensure a peaceful death. In the case of Indigenous health, students will study the importance of community involvement in care delivery for affected individuals. The unit will involve a period of supervised clinical experience in practice settings where students may experience caring for chronic conditions using a case management approach.

NURS6004

Nursing and the Politics of Health Care

Credit points: 6 **Session:** Semester 1 **Classes:** Lectures, tutorials
Assessment: 3 quizzes on WebCT, Tutorial Group Presentation & Summary, Essay, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

The organisation and delivery of health care, including nursing care, is always a political matter. In this unit of study students explore the politics of health care in Australia, with particular emphasis on prevailing discourses about health, illness and the provision of care. The Australian health care system is compared with other formal systems of care, particularly in relation to health policy, resource allocation and issues of access and equity. In addition, the recent

political history of health care in Australia is explored. The unit also critically analyses contemporary nursing models of care, and the ways in which these are affected by political forces. Finally, current political issues and debates (including those concerning nursing) in Australia and internationally are studied, including the ways in which these are affecting health policy and the delivery of care.

Year 4, Semester 2

NURS6005

Acute Care and Nursing Practice II

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, labs, tutorials
Prerequisites: NURS5008 and NURS6001 **Assessment:** assignments, exam, clinical assessment **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study addresses nursing practices and interventions that are designed to meet the needs of seriously or critically ill patients being nursed in high acuity settings of acute hospitals. It builds on the knowledge, capabilities and experiences gained in Acute Care and Nursing Practice I. The unit specifically focuses on high acuity environments, technological possibilities within such environments and their effects on the patient. The unit will examine acute life threatening health care problems, such as, interruption to: circulation; neurological function; respiratory function; and elimination. Physiological compensatory mechanisms, nursing assessment and specific biomedical and nursing interventions are investigated.

NURS6006

Mental Health Nursing Practice II

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, labs, tutorials
Prerequisites: NURS5007 **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit extends knowledge and skills introduced in the unit of study, Mental Health Nursing Practice I. The principles of primary health care will be integrated in the development of nursing care for people experiencing identified psychopathologies in acute mental settings, and for individuals experiencing enduring chronic mental illness. The principles of least to most restrictive mental health nursing environments (as per the National Standards of Mental Health Care) will be examined. Issues of more complexity within mental health will be addressed. The effect of dynamic influences such as substance use, and homelessness on the mental health and lifestyle of the individual and family and/or significant others will be considered. Post-traumatic stress in relation to victims of violence, trauma and incarceration will be explored. Students in this unit of study will identify and critique published research as it informs their developing practice and relates to the development of mental health nursing. They will also appraise research development opportunities in mental health by identifying research possibilities for mental health nursing and society.

NURS6007

Community Nursing

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, labs, tutorials
Assessment: assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Increasingly complex and chronic health conditions are being managed in the community. This unit of study examines the major concepts and principles of community health nursing including self care, continuity of care, primary health care, health promotion/ illness prevention, community assessment, family assessment, and home care. Approaches to the provision nursing care for people of all ages with acute, chronic or life threatening illness in settings where they live will be critiqued. Particular attention is given to the home visit process; its therapeutic nature, communication skills and safety issues. Epidemiological concepts and methodologies integral to community health nursing are explored. Students undertake a community assessment using a 'community profile' approach. This approach will be extended to explore and plan for the health needs of vulnerable groups within the Australian community including Aboriginal and Torres

Strait Islanders, people living with disability, minority cultural groups and the homeless. Community clinical placements afford students the opportunity to consolidate and integrate theoretical knowledge and community nursing practice.

NURS6008

Inquiry and Research in Nursing

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, tutorials
Assessment: assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study builds on the research roundtable that is studied in previous units. Two key areas are emphasised in this unit: (i) students' ability to communicate research in nursing practice; and (ii) understanding research approaches that have proved successful for improving nursing practice(s) and patient care. In this unit, students will be required to develop a repertoire appropriate to working in a research-informed manner, identifying areas where research could enhance practice, being skilled in accessing and assessing research relevant to particular clinical issues, and integrating research into their professional practice. Where appropriate, students will participate actively in research projects and all students will learn to present research papers.

Bachelor of Health Sciences/Master of Nursing

Year 1, Semester 1

HSBH1001

Health, Science and Research 1

Credit points: 6 **Session:** Semester 1 **Classes:** 1hr lecture, 1hr tutorial and web-based activities/wk **Assessment:** Two 1500 word assignments (25% ea), 2hr exam (50%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Note: Department permission required for enrolment.

Science and research are inextricably bound together, as science refers to knowledge that is acquired through research. This unit introduces students to key elements common to research paradigms in health, and to the major approaches to designing and evaluating basic and applied research in health.

HSBH1002

Health Service Delivery in Australia

Credit points: 6 **Teacher/Coordinator:** Dr Joanne Callen, Ms Janelle Craig, Dr Toni Schofield, Dr Aditi Dey **Session:** Semester 1 **Classes:** 5x2hr lectures, 2x independent study and 6xWebCT online learning **Prohibitions:** HIMT1056 Health Care Delivery Systems; BACH2127 Health Policy and Service Delivery **Assessment:** Website evaluation (20%), WebCT discussion log/health care game assignment (40%), 2hr exam (40%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Note: Department permission required for enrolment.

This unit introduces the student to the Australian health system and the regulations that apply to this environment. Commonwealth and state responsibilities for health; the NSW Health care service structure; community health care and specialist services; professional associations and organisations; and the role of the medical and allied health professionals are examined along with national and international policy frameworks with particular application to health and community settings.

HSBM1001

Biochemistry and Human Biology

Credit points: 6 **Teacher/Coordinator:** Dr Peter Knight **Session:** Semester 1 **Classes:** 2x2hr lectures/wk **Assessment:** Mid sem exam (30%), final exam (70%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study introduces students to the biological and biochemical processes fundamental to understanding principles of health and disease, such as cell biology, homeostasis, metabolic processes, and genetics.

HSBH1003**Health, Behaviour and Society**

Credit points: 6 **Teacher/Coordinator:** Dr Steven Cumming **Session:** Semester 1 **Classes:** 4hrs lectures/wk **Prohibitions:** BACH1132 Foundation of Psychology for the Health Sciences, BACH1133 Introduction to Health Psychology, BACH1130 Foundations of Health Sociology, BACH1134 Health, Illness and Social Inquiry **Assessment:** 1hr in-class essay (17.5%), 1000 word essay mid semester (25%), end of semester exam (57.5%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit provides an introduction to areas of behavioural and social sciences relevant to health and wellbeing. The unit lays the foundation of theory and method necessary for understanding how broad social and organisational structures as well as individual characteristics and behaviours contribute to health and health inequalities.

Year 1, Semester 2

HSBH1004**Communication, Advocacy and Health**

Credit points: 6 **Teacher/Coordinator:** Dr Chris Lennings **Session:** Semester 2 **Classes:** 3x1hr lecture, 1hr tutorial/wk **Prerequisites:** HSBH1002 Health Service Delivery in Australia, HSBH1003 Health, Behaviour & Society **Assessment:** Project (20%), seminar presentation (20%), 1000 word essay (20%), 2hr exam (40%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Note: Department permission required for enrolment.

Effective health systems are characterised by excellent communication at a range of levels. This unit of study critically examines formal and informal communication flow among those involved in health care delivery: clients, health professionals, funding and regulatory bodies, insurers and others. Students will develop an understanding of the roles of health professionals within the Australian health care systems and will be introduced to aspects of professional communication in health such as interviewing and basic counselling skills, case notes, professional reports, research reports, media releases and medicolegal documentation. Responsibilities around the role of advocacy in professional practice will be examined.

HSBM1002**Principles of Human Body Systems A**

Credit points: 6 **Teacher/Coordinator:** Dr Gary Lee **Session:** Semester 2 **Classes:** 3hrs lectures, 1hr practical/wk **Prerequisites:** HSBM1001 Biochemistry and Human Biology **Assessment:** 1hr mid semester exam (MCQ) (38%), 1hr end semester exam (MCQ) (22%), 2hr end semester exam (MCQ) (40%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study will present the gross anatomy, functional histology and physiology of the cardiovascular, respiratory, gastrointestinal and immune systems. The pathophysiology and pharmacology of these body systems will also be examined. Particular emphasis will be placed on an understanding of the major national health priority areas such as cardio-vascular disease, cancer and asthma as they occur across the lifespan.

HSBM1003**Principles of Human Body Systems B**

Credit points: 6 **Session:** Semester 1, Semester 2 **Classes:** Two 1hr lectures, 2hr practical/tutorial per week **Prerequisites:** HSBM1001 Biochemistry and Human Biology **Assessment:** 30min exam (20%), 2hr exam (80%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study will present the gross anatomy, functional histology and physiology of the renal, reproductive, endocrine, musculoskeletal and nervous systems. The pathophysiology and pharmacology of these body systems will also be examined. Particular emphasis will be placed on an understanding of the major national health priority areas such as diabetes, arthritis and musculoskeletal diseases and mental health as they occur across the lifespan.

Textbooks

Seeley, Stephens and Tate (eds), Anatomy and Physiology, McGraw Hill (2000)

HSBH1005**Human Development**

Credit points: 6 **Teacher/Coordinator:** Dr Gomathi Sitharthan **Session:** Semester 2 **Classes:** Three 1hr lecture, 1hr tutorial/wk **Prerequisites:** HSBH1003 Health, Behaviour & Society **Assessment:** Project (20%), seminar presentation (20%), 1000 word essay (20%), 2hr exam (40%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study considers the important psychosocial and functional changes that occur across the lifespan from gestation to old age. Psychosocial factors important for understanding major national health priority areas such as asthma, mental health, cardio-vascular disease, arthritis and musculoskeletal disease, cancer, injury, and diabetes across the lifespan are considered.

Year 2, Semester 1

BIOS2111**Introductory Toxicology**

Credit points: 6 **Teacher/Coordinator:** Dr Diana Oakes **Session:** Semester 1 **Classes:** 3 hrs/week **Prerequisites:** BIOS1161 Biochemistry and Human Biology OR HSBM1001 Biochemistry and Human Biology **Assessment:** Assignment, end of semester exam **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study will introduce students to the classification and process of absorption and metabolism and effects of toxic environmental and industrial substances in the body. Topics will include a study of chemical principles related to toxicology, various toxic metals, gases, solvents, pesticides, carcinogens, air pollution, venoms and radiation. The student will be introduced to the principles of hazard identification and risk assessment. An underpinning of basic chemical principles will be included.

HIMT1051**Introduction to Management Principles**

Credit points: 6 **Teacher/Coordinator:** Ms Joanne Callen **Session:** Semester 1 **Classes:** 3hrs lectures, 1hr tutorial/wk **Assessment:** 2 assignments (20% ea), 2x1hr exam (30% ea) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit introduces students to the principles of management and develops their skills in management in health care settings. Topics include an introduction to management and what managers do; building effective teams; organising work; the influence of organisational culture; change management; planning; leadership and managerial ethics. Students will also develop an understanding of the structure and functions of organisations ranging from small businesses to government agencies and multinational corporations. The roles and responsibilities of officers at all levels will be examined, as will the chains of responsibility and decision-making processes. The relevant legislation will be explained with a particular focus on its effects on corporate governance. A key objective of this unit is to enable the students to develop practical management skills to enable them to perform effectively in businesses of all sizes. A case study method is used to support this.

NURS5004**Applied Nursing Practice**

Credit points: 6 **Session:** Semester 1b **Classes:** lectures, labs, tutorials **Assessment:** Patient Discharge Plan, Research Round Table, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study builds on the unit, Observation in Nursing Practice, and will further develop the principles of caring, communication and critical thinking within nursing practice. Practices concerning patient hygiene and comfort, specific observations of the body, infection control (including asepsis and standard and additional precautions, and environmental safety) will be studied. Nursing practices, which are designed to assist those experiencing hospitalisation, will be addressed, including: maintenance of fluid status, skin integrity, mobility, the effective levels of pain relief and oxygenation. This knowledge will be extended to incorporate the experience of both patients and nurses when the body fails to function as expected,

particularly where surgery is required. There will be regular clinical visits and a period of clinical placement to further develop the knowledge and skills gained in the unit, Observation in Nursing Practice.

NURS5003

Observation in Nursing Practice

Credit points: 6 **Session:** Semester 1a **Classes:** lectures, tutorials **Assessment:** Research Round Table, Essay, Written examination, Clinical Experience Diary, Clinical Performance, Clinical Performance Assessment **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study provides an opportunity to observe and assess approaches to health care such as the biomedical model, the role of preventative and community-based care and complementary and alternative treatments. Observation of specific issues surrounding Indigenous approaches to health care and the increasing aged and chronically ill populations will be explored. The unit focuses on the roles and relationships among nurses, patients and other health professionals in practice settings. Regular clinical visits, with an experiential and reflective approach to learning, provides opportunities for students to gain insight into the provision and receipt of nursing care across a broad spectrum of nurses' working environments. Students will learn how to observe for symptom clusters associated with common illnesses and the processes of clinical nursing assessment will be introduced during the clinical visits.

Year 2, Semester 2

BIOS1158

Structure, Function and Disease B

Credit points: 6 **Teacher/Coordinator:** Dr Elizabeth Hegedus **Session:** Semester 2 **Classes:** Four 1hr lectures, one 2hr practical/wk **Assessment:** 1hr exam (30%), 2hr exam (70%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study examines the essential principles of infection control in health care practice and the immune system, highlighting its role in disease prevention and response to trauma. The part played by the immune system in producing disease is also covered. The normal structure and function of the digestive, urinary, reproductive, endocrine and nervous systems is described along with the pathophysiology of diseases associated with these systems. Specific diseases are studied because they are common and thus frequently encountered in practice, or because they provide significant insight into the reaction pattern of an injured organ. The bases for the management of these diseases will be examined. Material will be presented in lectures, tutorials and practical sessions. This unit includes laboratory classes in which human cadavers are studied; attendance at such classes is strongly encouraged.

Textbooks

Damjanov I, Pathology for the Health-Related Professions (2nd ed), WB Saunders (2000)

Martini F, Fundamental Anatomy and Physiology (6th ed), Prentice Hall Publishing Co (2004)

NURS5005

Biomedical Therapies and Nursing

Credit points: 6 **Session:** Semester 2 **Classes:** Lectures, labs **Assessment:** Surgical case study, Group work summary, three WebCT quizzes., Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study builds on knowledge of the cellular and systemic organisation of the human body. A cell-tissue-body environment approach to pathogenesis will be used as a framework to facilitate the exploration of biomedical and pharmacological interventions and their relationship to nursing practices. This approach allows the student to develop an understanding of the applications of various biomedical therapies to disease processes with similar pathogenic derivations. The development of such conceptual schemas provides an understanding and approaches to the evaluation of medical interventions and their outcomes.

NURS5006

Illness Experience and Nursing Care

Credit points: 6 **Session:** Semester 2 **Classes:** Seminars, tutorials **Assessment:** Illness Experience Project: Role Plays, Analysis of Interviews and Essay, WebCT Research Roundtable quiz, Written Examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

The ways in which individual people subjectively experience illness and care, particularly nursing care, is the focus of this unit of study. The unit examines theories of human consciousness, emotionality and embodiment. It addresses the use of qualitative research methodologies, and the findings of key studies, for exploring illness experiences. Many different illness experiences are examined, and attention is drawn to such factors as emotions arising in illness, issues of embodiment, and social attitudes to illness (for instance, stigmatisation of some illnesses). The nurse-patient relationship is critically examined, particularly in relation to emotions arising in this context, nurses' attitudes towards a range of illnesses, and contemporary models of care. Students are involved in a research project that requires them to draw on theories about qualitative research methodologies.

One elective (See list of electives in Bachelor of Health Sciences Chapter of the Faculty of Health Sciences Handbook).

Year 3, Semester 1

BIOS3063

Project Design and Management

Credit points: 6 **Teacher/Coordinator:** Dr Gary Lee **Session:** Semester 1 **Classes:** 1hr lecture, 2hrs tutorial/wk **Assessment:** Group report, c1500 words (70%), 1000 word individual report (30%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study examines the principles and factors involved in the design and management of services, programs, and projects. Students will develop skills in planning, developing, implementing and evaluating projects as well as be given an introduction to financial management.

BACH2140

Research Methods for Health Sciences

Credit points: 6 **Session:** Semester 1, Semester 2 **Classes:** 4hrs/wk **Assessment:** 2000 word research report, 2hr end of semester exam **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Note: Department permission required for enrolment in the following sessions: Semester 2.

Health science graduates are expected to be informed consumers of health research with an evidence-based practice perspective. The aim of this unit is to provide a foundation for critical appraisal of the main approaches and techniques used in health research. The unit introduces students to key elements common to research paradigms, such as problem formulation, research ethics, design, measurement, sampling, data collection and data analysis, and describes their application of a range of fundamental research designs. Research designs commonly used in health settings will be the focus of this unit. Thus, the fundamental principles of experimental and quasi-experimental group and single case research designs, epidemiological research, survey-based approaches, ethnography, phenomenology and grounded theory will be considered, along with methods of data collection including the use of standardised instruments, structured and naturalistic observation and interviewing. The unit will also introduce students to major quantitative and qualitative techniques appropriate for analysing research data.

NURS5001

Nursing Concepts: Bodies and Boundaries

Credit points: 6 **Session:** Semester 1 **Classes:** Seminars **Assessment:** Assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

In this unit of study the concept of embodiment will be used to examine nursing and nurses' practice, exploring both the physical body and the lived body as experienced and interpreted by the patient and the nurse. This unit is closely related to two other units of study:

Observation, Assessment & Nursing and Applied Nursing Practice. The unit explores the relevant literatures on: how different cultures have evolved social practices to govern the body and its products and functions; and why the study of these is central to successfully and safely providing nursing care for patients. Students will also study the legislative and regulatory frameworks relating to nurses' professional and legal boundaries and the origins and purposes of these governing frameworks. The ultimate purpose of the unit is the mindful application of the insights gained here to understanding the clinical context of nurses' care of the physical body and the patient's experiences of nursing care.

NURS5002 Social Contexts of Health

Credit points: 6 **Session:** Semester 1, Semester 2 **Classes:** Seminars, tutorials **Assessment:** Assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

All ideas, beliefs and understandings about health and illness are intrinsically connected to particular social and historical contexts. This unit of study explores a range of such ideas and beliefs from different societies and different historical eras. A major component of this unit will be Indigenous health and history, including Indigenous ideas and beliefs about health and illness. The unit also explores established theories about health and illness from western and non-western perspectives. Drawing on these theories the unit critically analyses the relationship between social factors (for example ethnicity, gender, socioeconomic status, employment) and patterns of health and illness in contemporary Australia. A focus on contemporary Indigenous Australian health is an important aspect of this unit of study. Current issues related to health and illness in Australia and its region are also explored in this unit.

Year 3, Semester 2

BIOS3066 Current Issues in Healthcare

Credit points: 6 **Session:** Semester 1 **Classes:** 3 hrs/week **Assessment:** Online assessment (20%), mid semester examination (40%), end of semester examination (40%) **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit introduces students to selected developments that are impacting, or are likely to impact, on the practice and management of the health care in Australia. Because health care is driven by a multitude of forces, the scope of the developments studied is broad. Topics to be covered will be drawn from the basic sciences applicable to health care, and health management. Examples of the topics under consideration include quality management in the manufacture of alternative health products, medical indemnity, the relationship between vaccination and disease, and psychoneuroimmunology. Because issues current in health care will change from year to year, student should consult with the unit of study coordinator to ascertain what will be covered in the unit in a particular year. Material will be presented in lectures, with use of self-directed learning and individual or group projects. The unit integrates units of study completed earlier in the program, thus enabling students to apply their knowledge while developing the skills needed to analyse, understand and anticipate future directions in health care.

BIOS3067 Principles of Pharmacology

Credit points: 6 **Teacher/Coordinator:** Dr Peter Knight **Session:** Semester 1 **Classes:** 2hrs/wk **Assumed knowledge:** BIOS1155 Structure Function and Disease A, BIOS1158 Structure Function and Disease B, BIOS2111 Introductory Toxicology **Assessment:** Assignment, end-semester examination **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study builds on the basic principles of pharmacology and pharmacokinetics introduced in Structure Function and Disease A and B and Introductory Toxicology. The material presented will facilitate students' understanding of pharmacokinetics and pharmacodynamics. Topics to be studied are mechanisms of drug action, interactions and adverse reactions, pharmacogenetics, paediatric and geriatric

pharmacology, drug development and relevant legislation. The use of drugs in the treatment of selected specific disease conditions will also be studied. The unit will focus on both experimental and clinical situations, with emphasis on broad principles and their applications.

NURS5008 Acute Care and Nursing Practice I

Credit points: 6 **Session:** Semester 2 **Classes:** Lectures, labs, tutorials **Prerequisites:** NURS5004 **Assessment:** Seminar Group Presentation, Reflective Essay, Written examination, Clinical Performance Assessment, Off Campus clinical performance **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study will examine the integration of theoretical and clinical components of nursing knowledge to enable the provision of physical care to acutely ill people. Building on the theme of embodiment, the responses of an individual and others to an acute disruption in health will be explored. Using those illnesses commonly found in our community, the experiences of acute illness and how these illnesses impact individuals, families and communities will also be examined. The content of the unit is devoted to the area of medical/surgical nursing and focuses on the themes of disruption to health, the impact of illness, the processes of nursing care and the experience of illness on the individual and their family.

NURS5007 Mental Health Nursing Practice I

Credit points: 6 **Session:** Semester 2 **Classes:** Seminars, labs, clinical placement **Assessment:** Essay, CPA, Exam, Off-Campus Clinical Performance **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study begins with the concept of mental health and illness by adopting the approach that mental health exists on a continuum. It examines a variety of mental health disorders and explores mental health care settings as therapeutic milieu utilising a multi-disciplinary model. Further, this unit of study explores the scope of mental health nursing practice. A particular focus is the systematic analysis and discussion of the therapeutic relationship and the dynamic components of interpersonal processes and the therapeutic use of self. Students will develop capabilities in establishing therapeutic relationships, micro counselling skills, assessment, and intervention skills for working with individuals and families experiencing mental illness. A variety of treatment modalities are explored, as is the scope of mental health nursing practice across diverse age, gender and cultural backgrounds. This unit of study examines the Australian ethico-legal context of mental health nursing, and compares historical developments in nursing to emerging trends in contemporary mental health nursing. This unit prepares the students for an extended mental health clinical placement, in either hospital, community or specialist units. This clinical placement provides opportunities to apply therapeutic interactive nursing capabilities in the mental health care setting as well as developing and consolidating overall nursing skills.

Year 4, Semester 1

NURS6001 Nursing Observations and Bio Parameters

Credit points: 6 **Session:** Semester 1 **Classes:** Lectures, tutorials **Assessment:** Mini-poster, Essay, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Intelligent observation and monitoring of patients' progress characterises that aspect of nursing that has often been referred to as the 'art of nursing'. Technology enhances, complements, and increases the complexity of nurses' practices in observing and monitoring and can itself become the focus of practice without the development of embodied clinical expertise. This unit of study allows the students to develop an understanding of the scientific basis of nursing observations by establishing links to the physiological concepts that support the methodology used in observation and monitoring of people across the life span in nursing practice; and it also provides a basis for understanding how more sophisticated clinical capabilities, such as pattern recognition, develop with experience and mindful

attention to clinical matters. The development of these clinical capabilities is assisted through examining the wider nursing spectrum of knowledge underpinning observation and monitoring in order to facilitate patient care, the development of effective nursing practices, and the generation of nursing knowledge

NURS6002

Maternity, Child & Adolescent Nursing I

Credit points: 6 **Session:** Semester 1 **Classes:** lectures, tutorials, labs, clinical placements **Assessment:** Research roundtable, Family and Infant/Child Assessment Report, Group summary of article/topic, Written examination, Off-campus clinical record book **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

The family will provide the central organising frame through which conception, normal pregnancy, childbirth, early parenting, childhood and adolescence will be examined within this unit of study. Utilising a developmental life stage approach, issues and current nursing/midwifery research and practice related to preconception, pregnancy, childbirth, care of the newborn through to adolescence will be discussed and analysed. The great diversity of family structures and life in modern Australia will be addressed to enable students to understand the role of the nurse in assisting families during life transitions such as becoming parents. Normal childhood and adolescent developmental stages will be addressed in order to provide a frame of reference for recognising deviations and the potential for disruption to the health and wellbeing of the individual and their family. Disruptions to health that may require hospitalisation, and the subsequent impact on the individual (newborn, child and/or adolescent) and their family will be examined within the unit of study.

NURS6003

Nursing Care for Chronic Conditions

Credit points: 6 **Session:** Semester 1 **Classes:** Lectures, tutorials, labs, clinical placements **Assessment:** Essay, Written examination, Medication Calculation Test, Clinical Performance Assessment, Off campus clinical performance **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study addresses nursing practices designed to meet the needs of individuals and families who are either living with long-term health conditions or terminal illness. An emphasis is placed on an holistic approach to nursing care in a variety of health care settings. Continuity of care between hospital and community settings is emphasized, using a case management model of care. Upon completion of this unit, students will have acquired an understanding of the nature of chronic illness and the demands these illnesses place on individuals, their families and communities. Students will be able to: (i) identify and describe the most common chronic health conditions experienced by the Australian population, and (ii) assess, plan and implement nursing care for these patients and evaluate the effectiveness of their care. For patients and their families experiencing the terminal phase of an illness, students will be able to provide appropriate symptom management and psychosocial care to ensure a peaceful death. In the case of Indigenous health, students will study the importance of community involvement in care delivery for affected individuals. The unit will involve a period of supervised clinical experience in practice settings where students may experience caring for chronic conditions using a case management approach.

NURS6004

Nursing and the Politics of Health Care

Credit points: 6 **Session:** Semester 1 **Classes:** Lectures, tutorials **Assessment:** 3 quizzes on WebCT, Tutorial Group Presentation & Summary, Essay, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

The organisation and delivery of health care, including nursing care, is always a political matter. In this unit of study students explore the politics of health care in Australia, with particular emphasis on prevailing discourses about health, illness and the provision of care. The Australian health care system is compared with other formal systems of care, particularly in relation to health policy, resource allocation and issues of access and equity. In addition, the recent

political history of health care in Australia is explored. The unit also critically analyses contemporary nursing models of care, and the ways in which these are affected by political forces. Finally, current political issues and debates (including those concerning nursing) in Australia and internationally are studied, including the ways in which these are affecting health policy and the delivery of care.

Year 4, Semester 2

NURS6005

Acute Care and Nursing Practice II

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, labs, tutorials **Prerequisites:** NURS5008 and NURS6001 **Assessment:** assignments, exam, clinical assessment **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study addresses nursing practices and interventions that are designed to meet the needs of seriously or critically ill patients being nursed in high acuity settings of acute hospitals. It builds on the knowledge, capabilities and experiences gained in Acute Care and Nursing Practice I. The unit specifically focuses on high acuity environments, technological possibilities within such environments and their effects on the patient. The unit will examine acute life threatening health care problems, such as, interruption to: circulation; neurological function; respiratory function; and elimination. Physiological compensatory mechanisms, nursing assessment and specific biomedical and nursing interventions are investigated.

NURS6006

Mental Health Nursing Practice II

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, labs, tutorials **Prerequisites:** NURS5007 **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit extends knowledge and skills introduced in the unit of study, Mental Health Nursing Practice I. The principles of primary health care will be integrated in the development of nursing care for people experiencing identified psychopathologies in acute mental settings, and for individuals experiencing enduring chronic mental illness. The principles of least to most restrictive mental health nursing environments (as per the National Standards of Mental Health Care) will be examined. Issues of more complexity within mental health will be addressed. The effect of dynamic influences such as substance use, and homelessness on the mental health and lifestyle of the individual and family and/or significant others will be considered. Post-traumatic stress in relation to victims of violence, trauma and incarceration will be explored. Students in this unit of study will identify and critique published research as it informs their developing practice and relates to the development of mental health nursing. They will also appraise research development opportunities in mental health by identifying research possibilities for mental health nursing and society.

NURS6007

Community Nursing

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, labs, tutorials **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Increasingly complex and chronic health conditions are being managed in the community. This unit of study examines the major concepts and principles of community health nursing including self care, continuity of care, primary health care, health promotion/ illness prevention, community assessment, family assessment, and home care. Approaches to the provision nursing care for people of all ages with acute, chronic or life threatening illness in settings where they live will be critiqued. Particular attention is given to the home visit process; its therapeutic nature, communication skills and safety issues. Epidemiological concepts and methodologies integral to community health nursing are explored. Students undertake a community assessment using a 'community profile' approach. This approach will be extended to explore and plan for the health needs of vulnerable groups within the Australian community including Aboriginal and Torres

Strait Islanders, people living with disability, minority cultural groups and the homeless. Community clinical placements afford students the opportunity to consolidate and integrate theoretical knowledge and community nursing practice.

NURS6008

Inquiry and Research in Nursing

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, tutorials
Assessment: assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study builds on the research roundtable that is studied in previous units. Two key areas are emphasised in this unit: (i) students' ability to communicate research in nursing practice; and (ii) understanding research approaches that have proved successful for improving nursing practice(s) and patient care. In this unit, students will be required to develop a repertoire appropriate to working in a research-informed manner, identifying areas where research could enhance practice, being skilled in accessing and assessing research relevant to particular clinical issues, and integrating research into their professional practice. Where appropriate, students will participate actively in research projects and all students will learn to present research papers.

Bachelor of Science/Master of Nursing

Year 1, Semesters 1 and 2

48 credit points of Science units - refer to the Science handbook for requirements

Year 2, Semester 1

12 credit points of Science units - refer to the Science handbook for requirements

NURS5003

Observation in Nursing Practice

Credit points: 6 **Session:** Semester 1a **Classes:** lectures, tutorials
Assessment: Research Round Table, Essay, Written examination, Clinical Experience Diary, Clinical Performance, Clinical Performance Assessment
Campus: Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study provides an opportunity to observe and assess approaches to health care such as the biomedical model, the role of preventative and community-based care and complementary and alternative treatments. Observation of specific issues surrounding Indigenous approaches to health care and the increasing aged and chronically ill populations will be explored. The unit focuses on the roles and relationships among nurses, patients and other health professionals in practice settings. Regular clinical visits, with an experiential and reflective approach to learning, provides opportunities for students to gain insight into the provision and receipt of nursing care across a broad spectrum of nurses' working environments. Students will learn how to observe for symptom clusters associated with common illnesses and the processes of clinical nursing assessment will be introduced during the clinical visits.

NURS5004

Applied Nursing Practice

Credit points: 6 **Session:** Semester 1b **Classes:** lectures, labs, tutorials
Assessment: Patient Discharge Plan, Research Round Table, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study builds on the unit, Observation in Nursing Practice, and will further develop the principles of caring, communication and critical thinking within nursing practice. Practices concerning patient hygiene and comfort, specific observations of the body, infection control (including asepsis and standard and additional precautions, and environmental safety) will be studied. Nursing practices, which are designed to assist those experiencing hospitalisation, will be addressed, including: maintenance of fluid status, skin integrity, mobility, the effective levels of pain relief and oxygenation. This

knowledge will be extended to incorporate the experience of both patients and nurses when the body fails to function as expected, particularly where surgery is required. There will be regular clinical visits and a period of clinical placement to further develop the knowledge and skills gained in the unit, Observation in Nursing Practice.

Year 2, Semester 2

12 credit points of Science units - refer to the Science handbook for requirements

NURS5005

Biomedical Therapies and Nursing

Credit points: 6 **Session:** Semester 2 **Classes:** Lectures, labs **Assessment:** Surgical case study, Group work summary, three WebCT quizzes., Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study builds on knowledge of the cellular and systemic organisation of the human body. A cell-tissue-body environment approach to pathogenesis will be used as a framework to facilitate the exploration of biomedical and pharmacological interventions and their relationship to nursing practices. This approach allows the student to develop an understanding of the applications of various biomedical therapies to disease processes with similar pathogenic derivations. The development of such conceptual schemas provides an understanding and approaches to the evaluation of medical interventions and their outcomes.

NURS5006

Illness Experience and Nursing Care

Credit points: 6 **Session:** Semester 2 **Classes:** Seminars, tutorials
Assessment: Illness Experience Project: Role Plays, Analysis of Interviews and Essay, WebCT Research Roundtable quiz, Written Examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

The ways in which individual people subjectively experience illness and care, particularly nursing care, is the focus of this unit of study. The unit examines theories of human consciousness, emotionality and embodiment. It addresses the use of qualitative research methodologies, and the findings of key studies, for exploring illness experiences. Many different illness experiences are examined, and attention is drawn to such factors as emotions arising in illness, issues of embodiment, and social attitudes to illness (for instance, stigmatisation of some illnesses). The nurse-patient relationship is critically examined, particularly in relation to emotions arising in this context, nurses' attitudes towards a range of illnesses, and contemporary models of care. Students are involved in a research project that requires them to draw on theories about qualitative research methodologies.

Year 3, Semester 1

12 credit points of Science units - refer to the Science handbook for requirements

NURS5001

Nursing Concepts: Bodies and Boundaries

Credit points: 6 **Session:** Semester 1 **Classes:** Seminars **Assessment:** Assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

In this unit of study the concept of embodiment will be used to examine nursing and nurses' practice, exploring both the physical body and the lived body as experienced and interpreted by the patient and the nurse. This unit is closely related to two other units of study: Observation, Assessment & Nursing and Applied Nursing Practice. The unit explores the relevant literatures on: how different cultures have evolved social practices to govern the body and its products and functions; and why the study of these is central to successfully and safely providing nursing care for patients. Students will also study the legislative and regulatory frameworks relating to nurses' professional and legal boundaries and the origins and purposes of these governing frameworks. The ultimate purpose of the unit is the mindful application

of the insights gained here to understanding the clinical context of nurses' care of the physical body and the patient's experiences of nursing care.

NURS5002

Social Contexts of Health

Credit points: 6 **Session:** Semester 1, Semester 2 **Classes:** Seminars, tutorials **Assessment:** Assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

All ideas, beliefs and understandings about health and illness are intrinsically connected to particular social and historical contexts. This unit of study explores a range of such ideas and beliefs from different societies and different historical eras. A major component of this unit will be Indigenous health and history, including Indigenous ideas and beliefs about health and illness. The unit also explores established theories about health and illness from western and non-western perspectives. Drawing on these theories the unit critically analyses the relationship between social factors (for example ethnicity, gender, socioeconomic status, employment) and patterns of health and illness in contemporary Australia. A focus on contemporary Indigenous Australian health is an important aspect of this unit of study. Current issues related to health and illness in Australia and its region are also explored in this unit.

Year 3, Semester 2

12 credit points of Science units - refer to the Science handbook for requirements

NURS5008

Acute Care and Nursing Practice I

Credit points: 6 **Session:** Semester 2 **Classes:** Lectures, labs, tutorials **Prerequisites:** NURS5004 **Assessment:** Seminar Group Presentation, Reflective Essay, Written examination, Clinical Performance Assessment, Off Campus clinical performance **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study will examine the integration of theoretical and clinical components of nursing knowledge to enable the provision of physical care to acutely ill people. Building on the theme of embodiment, the responses of an individual and others to an acute disruption in health will be explored. Using those illnesses commonly found in our community, the experiences of acute illness and how these illnesses impact individuals, families and communities will also be examined. The content of the unit is devoted to the area of medical/surgical nursing and focuses on the themes of disruption to health, the impact of illness, the processes of nursing care and the experience of illness on the individual and their family.

NURS5007

Mental Health Nursing Practice I

Credit points: 6 **Session:** Semester 2 **Classes:** Seminars, labs, clinical placement **Assessment:** Essay, CPA, Exam, Off-Campus Clinical Performance **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study begins with the concept of mental health and illness by adopting the approach that mental health exists on a continuum. It examines a variety of mental health disorders and explores mental health care settings as therapeutic milieu utilising a multi-disciplinary model. Further, this unit of study explores the scope of mental health nursing practice. A particular focus is the systematic analysis and discussion of the therapeutic relationship and the dynamic components of interpersonal processes and the therapeutic use of self. Students will develop capabilities in establishing therapeutic relationships, micro counselling skills, assessment, and intervention skills for working with individuals and families experiencing mental illness. A variety of treatment modalities are explored, as is the scope of mental health nursing practice across diverse age, gender and cultural backgrounds. This unit of study examines the Australian ethico-legal context of mental health nursing, and compares historical developments in nursing to emerging trends in contemporary mental health nursing. This unit prepares the students for an extended mental health clinical

placement, in either hospital, community or specialist units. This clinical placement provides opportunities to apply therapeutic interactive nursing capabilities in the mental health care setting as well as developing and consolidating overall nursing skills.

Year 4, Semester 1

NURS6001

Nursing Observations and Bio Parameters

Credit points: 6 **Session:** Semester 1 **Classes:** Lectures, tutorials **Assessment:** Mini-poster, Essay, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Intelligent observation and monitoring of patients' progress characterises that aspect of nursing that has often been referred to as the 'art of nursing'. Technology enhances, complements, and increases the complexity of nurses' practices in observing and monitoring and can itself become the focus of practice without the development of embodied clinical expertise. This unit of study allows the students to develop an understanding of the scientific basis of nursing observations by establishing links to the physiological concepts that support the methodology used in observation and monitoring of people across the life span in nursing practice; and it also provides a basis for understanding how more sophisticated clinical capabilities, such as pattern recognition, develop with experience and mindful attention to clinical matters. The development of these clinical capabilities is assisted through examining the wider nursing spectrum of knowledge underpinning observation and monitoring in order to facilitate patient care, the development of effective nursing practices, and the generation of nursing knowledge

NURS6002

Maternity, Child & Adolescent Nursing I

Credit points: 6 **Session:** Semester 1 **Classes:** lectures, tutorials, labs, clinical placements **Assessment:** Research roundtable, Family and Infant/Child Assessment Report, Group summary of article/topic, Written examination, Off-campus clinical record book **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

The family will provide the central organising frame through which conception, normal pregnancy, childbirth, early parenting, childhood and adolescence will be examined within this unit of study. Utilising a developmental life stage approach, issues and current nursing/midwifery research and practice related to preconception, pregnancy, childbirth, care of the newborn through to adolescence will be discussed and analysed. The great diversity of family structures and life in modern Australia will be addressed to enable students to understand the role of the nurse in assisting families during life transitions such as becoming parents. Normal childhood and adolescent developmental stages will be addressed in order to provide a frame of reference for recognising deviations and the potential for disruption to the health and wellbeing of the individual and their family. Disruptions to health that may require hospitalisation, and the subsequent impact on the individual (newborn, child and/or adolescent) and their family will be examined within the unit of study.

NURS6003

Nursing Care for Chronic Conditions

Credit points: 6 **Session:** Semester 1 **Classes:** Lectures, tutorials, labs, clinical placements **Assessment:** Essay, Written examination, Medication Calculation Test, Clinical Performance Assessment, Off campus clinical performance **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study addresses nursing practices designed to meet the needs of individuals and families who are either living with long-term health conditions or terminal illness. An emphasis is placed on an holistic approach to nursing care in a variety of health care settings. Continuity of care between hospital and community settings is emphasized, using a case management model of care. Upon completion of this unit, students will have acquired an understanding of the nature of chronic illness and the demands these illnesses place on individuals, their families and communities. Students will be able to: (i) identify and describe the most common chronic health conditions

experienced by the Australian population, and (ii) assess, plan and implement nursing care for these patients and evaluate the effectiveness of their care. For patients and their families experiencing the terminal phase of an illness, students will be able to provide appropriate symptom management and psychosocial care to ensure a peaceful death. In the case of Indigenous health, students will study the importance of community involvement in care delivery for affected individuals. The unit will involve a period of supervised clinical experience in practice settings where students may experience caring for chronic conditions using a case management approach.

NURS6004

Nursing and the Politics of Health Care

Credit points: 6 **Session:** Semester 1 **Classes:** Lectures, tutorials
Assessment: 3 quizzes on WebCT, Tutorial Group Presentation & Summary, Essay, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

The organisation and delivery of health care, including nursing care, is always a political matter. In this unit of study students explore the politics of health care in Australia, with particular emphasis on prevailing discourses about health, illness and the provision of care. The Australian health care system is compared with other formal systems of care, particularly in relation to health policy, resource allocation and issues of access and equity. In addition, the recent political history of health care in Australia is explored. The unit also critically analyses contemporary nursing models of care, and the ways in which these are affected by political forces. Finally, current political issues and debates (including those concerning nursing) in Australia and internationally are studied, including the ways in which these are affecting health policy and the delivery of care.

Year 4, Semester 2

NURS6005

Acute Care and Nursing Practice II

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, labs, tutorials
Prerequisites: NURS5008 and NURS6001 **Assessment:** assignments, exam, clinical assessment **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study addresses nursing practices and interventions that are designed to meet the needs of seriously or critically ill patients being nursed in high acuity settings of acute hospitals. It builds on the knowledge, capabilities and experiences gained in Acute Care and Nursing Practice I. The unit specifically focuses on high acuity environments, technological possibilities within such environments and their effects on the patient. The unit will examine acute life threatening health care problems, such as, interruption to: circulation; neurological function; respiratory function; and elimination. Physiological compensatory mechanisms, nursing assessment and specific biomedical and nursing interventions are investigated.

NURS6006

Mental Health Nursing Practice II

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, labs, tutorials
Prerequisites: NURS5007 **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit extends knowledge and skills introduced in the unit of study, Mental Health Nursing Practice I. The principles of primary health care will be integrated in the development of nursing care for people experiencing identified psychopathologies in acute mental settings, and for individuals experiencing enduring chronic mental illness. The principles of least to most restrictive mental health nursing environments (as per the National Standards of Mental Health Care) will be examined. Issues of more complexity within mental health will be addressed. The effect of dynamic influences such as substance use, and homelessness on the mental health and lifestyle of the individual and family and/or significant others will be considered. Post-traumatic stress in relation to victims of violence, trauma and incarceration will be explored. Students in this unit of study will identify and critique published research as it informs their developing practice and relates to the development of mental health nursing. They will

also appraise research development opportunities in mental health by identifying research possibilities for mental health nursing and society.

NURS6007

Community Nursing

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, labs, tutorials
Assessment: assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Increasingly complex and chronic health conditions are being managed in the community. This unit of study examines the major concepts and principles of community health nursing including self care, continuity of care, primary health care, health promotion/ illness prevention, community assessment, family assessment, and home care. Approaches to the provision nursing care for people of all ages with acute, chronic or life threatening illness in settings where they live will be critiqued. Particular attention is given to the home visit process; its therapeutic nature, communication skills and safety issues. Epidemiological concepts and methodologies integral to community health nursing are explored. Students undertake a community assessment using a 'community profile' approach. This approach will be extended to explore and plan for the health needs of vulnerable groups within the Australian community including Aboriginal and Torres Strait Islanders, people living with disability, minority cultural groups and the homeless. Community clinical placements afford students the opportunity to consolidate and integrate theoretical knowledge and community nursing practice.

NURS6008

Inquiry and Research in Nursing

Credit points: 6 **Session:** Semester 2 **Classes:** lectures, tutorials
Assessment: assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study builds on the research roundtable that is studied in previous units. Two key areas are emphasised in this unit: (i) students' ability to communicate research in nursing practice; and (ii) understanding research approaches that have proved successful for improving nursing practice(s) and patient care. In this unit, students will be required to develop a repertoire appropriate to working in a research-informed manner, identifying areas where research could enhance practice, being skilled in accessing and assessing research relevant to particular clinical issues, and integrating research into their professional practice. Where appropriate, students will participate actively in research projects and all students will learn to present research papers.

9. Post-registration course information

Bachelor of Nursing (Post-registration)

The Bachelor of Nursing (Post-registration) is a course designed for nurses who hold either a certificate or diploma in nursing and wish to upgrade their qualifications. The course recognises the prior learning and experience of registered nurses. It is intended that the outcome of this course will provide graduates with a strong foundation in the discipline of nursing and be equipped to progress to the Bachelor of Nursing (Honours) or postgraduate coursework study.

Local students who hold a qualification at diploma level are required to complete four units of study. Students who hold a certificate in nursing are required to complete eight units. Certificate students may choose to study either full-time or part-time. Diploma students are only required to study four units and may study part-time or full-time. The mode of study may be dependent upon the units selected.

International students holding either a diploma or certificate are required to complete eight units of study to qualify for the bachelors degree. Those who choose to study on-campus are required to study full-time. International students may choose to study part-time or full-time in the distance mode.

Workload

Locally registered nurses who hold a certificate in nursing and all international students are required to complete 48 credit points to qualify for the award. Locally registered nurses who hold a diploma in nursing require 24 credit points to be awarded the Bachelor of Nursing (Post-registration).

First semester units of the course focuses on nursing knowledge and practice, examining the historical background and current debates in nursing. Students will also study the advanced clinical abilities required for nursing assessment and explore the issues of clinical and patient education.

Units available in Semester 2 focus on international concepts of health care and clinical governance and professional leadership. Students also undertake study in the area of research in nursing and its importance to nursing practice and undertake a minor thesis or practice project. All units are worth 6 credit points and students are required to submit assignments and sit examinations. There are no clinical requirements for this degree.

The pattern for full-time study for a student holding a certificate in nursing or an international student is shown below.

Bachelor of Nursing (Post-registration)

(Offshore – Singapore)

This off-shore course is conducted in Singapore by the University of Sydney in conjunction with the Singapore Institute of Management. Graduates of this course receive their award from the University of Sydney. The course is offered over two years part-time and is taught in the block mode with online support. The face-to-face component each semester is delivered in a two-week teaching block at the beginning of the semester and some units have additional face-to-face hours mid-semester. There is one intake per year commencing in January/February.

Admission requirements

- Students must have a Diploma in Nursing from Nanyang Polytechnic or Ngee Ann Polytechnic Singapore; or
- an approved Diploma in Nursing from an approved institution; or
- a Certificate in Nursing from the Singapore School of Nursing, or its equivalent; and
- a minimum of 12 months clinical nursing practice;
- must be employed as a registered nurse in an appropriate professional working environment that is acceptable to the University; and
- meet the English language requirements of the Faculty.

Course structure

Semester 1, Year 1

SNGP3009 Nursing Knowledge & Practice
SNGP3001 Advanced Clinical Nursing Assessment

Semester 2, Year 1

SNGP3007 Inquiry & research in Nursing
SNGP3002 Health, Illness & Care: International Perspectives

Semester 1, Year 2

SNGP3003 Clinical & Patient Education
SNGP3008 Applied pharmacology in Nursing Practice

Semester 2, Year 2

SNGP3004 Minor Thesis or Practice Project
SNGP3005 Nursing Management & Clinical Governance



Bachelor of Nursing (Post-registration)

(Offshore – Malaysia)

This off-shore course is conducted in Kuala Lumpur, Malaysia by the University of Sydney in conjunction with the Tun Tan Cheng Lock College of Nursing. Graduates of this course receive their award from the University of Sydney. The course is offered over two years part-time and is taught in the block mode with online support. The face-to-face component each semester is delivered in a one-week teaching block at the beginning of the semester and some units have additional face-to-face hours mid-semester. There is one intake per year commencing in January/February.

Admission requirements

- Students must have a Diploma in Nursing from the Tun Tan Cheng Lock College of Nursing; or
- an approved Diploma in Nursing from an approved institution; or
- a Certificate in Nursing or its equivalent from an approved institution; and
- a minimum of 12 months clinical nursing practice;
- must be employed as a registered nurse in an appropriate professional working environment that is acceptable to the University; and
- meet the English language requirements of the Faculty.

Course structure

Semester 1, Year 1

ASSN3009 Nursing Knowledge & Practice
ASSN3001 Advanced Clinical Nursing Assessment

Semester 2, Year 1

ASSN3007 Inquiry & Research in Nursing
ASSN3002 Health, Illness & Care: International Perspectives

Semester 1, Year 2

ASSN3003 Clinical & Patient Education
ASSN3006 Current Issues in Nursing

Semester 2, Year 2

ASSN3004 Minor Thesis or Practice Project
ASSN3005 Nursing Management & Clinical Governance

Study pattern
Semester 1
CLIN3021 Nursing Knowledge and Practice
NURS3001 Advanced Clinical Nursing Assessment
CLIN3003 Current Issues in Nursing
NURS3003 Clinical and Patient Education
Semester 2
CLIN3002 Inquiry and Research in Nursing
NURS3002 Health, Illness and Care: Int'l Perspectives
NURS3004 Minor Thesis/Practice Project
NURS3005 Nursing Management and Clinical Governance

The pattern for part-time study for locally registered nurses who hold a certificate in nursing and for international students who wish to study in the distance mode is as follows:

Study pattern
Year 1, Semester 1
CLIN3021 Nursing Knowledge and Practice
NURS3001 Advanced Clinical Nursing Assessment
Year 1, Semester 2
CLIN3002 Inquiry and Research in Nursing
NURS3002 Health, Illness and Care: Int'l Perspectives
Year 2, Semester 1
CLIN3003 Current Issues in Nursing
NURS3003 Clinical and Patient Education
Year 2, Semester 2
NURS3004 Minor Thesis/Practice Project
NURS3005 Nursing Management and Clinical Governance

Locally registered nurses who hold a diploma in nursing may select 4 units from any on offer.

Admission

Local registered nurses who hold a diploma or certificate in nursing should apply directly to the Faculty.

International students who are registered nurses in their country of residence and who wish to study on-campus should apply through the International Office. International students who wish to study in the distance mode should apply through the Faculty.

10. Post-registration units of study

Bachelor of Nursing (Post-registration) units of study

Year 1, Semester 1

CLIN3021

Nursing, Knowledge and Practice

Credit points: 6 **Session:** Semester 1 **Classes:** Distance Education/Intensive on Campus or Online **Assessment:** Workshop report, Essay, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Distance Education/Intensive on Campus

Note: Offered by distance education only.

This unit of study examines the historical background to, and current debates surrounding, the means by which nurses have established their knowledge and practice. In addition to examining the historical record in relation to nursing as a discrete area of knowledge and practice in health care, the unit of study will examine and critique current trends and discourses in nursing and how they impact on understandings of the nature of nursing knowledge and contemporary practice(s).

NURS3001

Advanced Clinical Nursing Assessment

Credit points: 6 **Session:** Semester 1 **Classes:** Distance Education/Intensive on campus or online **Assessment:** Health History, Patient Assessment Essay, Clinical Journal and Reflective Essay, WebCT Participation **Campus:** Camperdown/Darlington **Mode of delivery:** Distance Education/Intensive on Campus

This unit of study focuses on the advanced clinical abilities required for nursing assessment of patients, families communities in the 21st century. Students will learn how to assess a patient's condition - physically and mentally and to make insightful nursing observation that can inform practice. At the community level, and in the wider socio-economic context, students will study emerging patterns of disease.

CLIN3003

Current Issues in Nursing

Credit points: 8 **Session:** Semester 1 **Classes:** Lecture & seminars or online **Prerequisites:** All Year One and Year Two units of study. **Assessment:** Essay, Presentation, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** On-line

This unit encourages critical reflection on the context within which nursing and midwifery operates, from a local, national, and international perspective. Students evaluate and analyse the influence of social, political, educational change, scientific and technological advances, and legal, professional, and ethical/moral guidelines on their nursing and midwifery practice. This unit has a dynamic focus so that issues affecting nursing and midwifery globally and within regions and countries.

NURS3003

Clinical and Patient Education

Credit points: 6 **Session:** Semester 1 **Classes:** Distance Education/Intensive on campus or online **Assessment:** Essay, Session outline, Tutorial Presentation **Campus:** Camperdown/Darlington **Mode of delivery:** On-line

The field of clinical and patient education is explored in the context of the practice professions and continuing changes in technologies, information and evidence bases for practice. The unit involves a study of the literature on the nature of learned and performed skills, what factors affect changing understandings, beliefs, dogma and practice(s) in clinical settings and subsequently clinical and patient education. The unit is interdisciplinary in approach and has a fieldwork/practice component.

Year 1, Semester 2

CLIN3002

Inquiry and Research in Nursing

Credit points: 8 **Session:** Semester 2 **Classes:** Flexible, including lectures & tutorials or online. **Prerequisites:** All Year 1 and Year 2 units of study, CLIN3001, FCNU3001 (additional prerequisites to be advised). **Assessment:** Research Proposal, Examination - Open book (recommended text only) **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study builds on the tenet throughout the course that research is integral to all aspects of nursing theory, education, application and practice. Nursing (and midwifery) research will be the focus of examination and critique. A critical analysis of various modes of inquiry will be used to investigate aspects of nursing practice and relevant nursing issues. A variety of perspectives, methodologies and methods that constitute modes of inquiry will be included. This unit will assist students to develop research knowledge and prepare them for future research activities. Opportunities will be provided to experience the inquiry process with reference to clinically related situations or to areas that have an implication for nurses (and midwives) and their practice.

NURS3002

Health Illness & Care: Int'l Perspective

Credit points: 6 **Session:** Semester 2 **Classes:** Distance Education/Intensive on campus or online **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Distance Education/Intensive on Campus

This unit critically analyses international concepts of health, illness, and care. It investigates the ways in which historical forces have shaped ideas and beliefs about health and illness. The unit also examines the structure of contemporary societies, emphasising the relationship between social structures, cultural factors, and the distribution of health and illness. In particular it examines the effects of social inequalities on the health of vulnerable, at-risk, and marginalised groups.

NURS3004

Minor Thesis/Practice Project

Credit points: 6 **Session:** Semester 2 **Classes:** Distance Education/Intensive on campus or online **Assessment:** minor thesis **Campus:** Camperdown/Darlington **Mode of delivery:** On-line

Students undertake advanced work on an area of practice, or a particular practice, in nursing. The project will involve three stages: first, conducting a review of the available research literature; second, examining other forms of evidence, such as written policies and protocols or actual practices; and third, composing a written report on the ways in which practice can be enhanced and/or further investigated



by original research. This project will be highly suited to currently practising nurses whose professional responsibilities and interests include clinical leadership, management of a clinical service or practice development and/or the use of evidence in practice.

NURS3005

Nursing Management & Clinical Governance

Credit points: 6 **Session:** Semester 2 **Classes:** Distance Education/Intensive on campus or online **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Distance Education/Intensive on Campus

This course provides a forum for experienced practitioners to enhance their skills and knowledge regarding the concept of clinical governance and to develop a framework for its implementation. The structure of the course will enable participants to explore and critique issues surrounding clinical governance in the context of care provision, organisational climate and culture, quality, clinical and professional leadership and financial responsibility. This course utilises a better practice (continuum of care / quality / cost / utilisation and health outcomes) framework.

11. Introduction to postgraduate coursework studies

Postgraduate coursework

The Faculty offers postgraduate coursework in a number of specialty areas and at various levels which articulate. Students might commence their study in a graduate certificate and progress to graduate diploma and masters level within the chosen specialty areas. The specialty areas include gerontic nursing, critical care nursing, emergency nursing, mental health nursing, midwifery, management and education.

Depending upon your qualifications you may enrol directly into a masters degree or commence with a graduate certificate or graduate diploma. Subject to meeting entry requirements, you may have units of study undertaken in a graduate certificate or graduate diploma credited towards a master's degree either immediately upon completion, if you wish to continue at that point, or at a later date if you return to study. Taking account of the employment demands on registered nurses, the units of study are offered with minimal on campus requirements. Most units of study require a two day attendance usually at the beginning of the semester and following this you have the flexibility to pace your study taking account of your individual time constraints related to work and other commitments.

In recognition of the growing need and interest in research within the nursing and midwifery professions, the faculty offers coursework research degrees in nursing and midwifery. These master level degrees provide students with the opportunity to undertake various units of study that address research generally and also research units that have a more specific focus, for example, clinical qualitative research. The coursework research degrees can be undertaken at an honours level and as such they can provide a pathway to higher research degrees.

With the exception of Health Services Management all students are required to be registered nurses in either Australia or their country of residence. The level of entry (graduate certificate, graduate diploma or masters) is dependent upon current qualifications.

Students wishing to study Health Services Management should plan to work or be working in this field. As with other postgraduate coursework the entry level is dependent upon qualifications and work experience.

Clinical requirements

Some specialty areas require you to be working in the field in order to successfully complete the requirements of the course. These include emergency nursing, intensive care nursing and mental health nursing.

Graduate certificates

Graduate certificates consist of two semesters of part-time study. Students are required to complete 24 credit points in four units of study. In most specialty areas these units are prescribed. Students who achieve a credit average may go on to study at master's level.

Students are required to be nurses registered in Australia. International students who are registered nurses in their country of residence may only study a graduate certificate that is offered in the distance mode. The units of study are described in the following chapters of this handbook.

Graduate diplomas

Graduate diplomas require one year's full-time study or two years part-time. Graduate diplomas consist of 48 credit point in 8 units of study. Some specialty areas permit students to undertake electives as well as prescribed units.

Students must be a registered nurse in either Australia or their country of residence. International students may study at graduate diploma level either on-campus or where available, in the distance mode. The units of study are described in the following chapters of this handbook.

Masters degrees

A masters degree consists of 72 credit points studying 12 units. This may be taken over 18 months full-time or 3 years part-time. Many specialty areas allow students to study electives from both within the Faculty and the wider University.

Students must be registered nurses either within Australia or their country of residence and hold a bachelors degree in nursing. International students may study at masters level either on-campus or where available, in the distance mode. The units of study are described in the following chapters of this handbook.

Honours

All masters degrees offered by the Faculty, with the exception of the Master of Midwifery, may be taken at Honours level subject to meeting admission requirements. Students who have a credit average or better after completing the equivalent of one semester full-time study may apply to enrol in the Honours program.

Specialty nursing areas

The Faculty offers a number of specialty areas of study.

Graduate certificates

- Cancer Nursing
- Clinical Nursing
- Emergency Nursing
- Health Services Management
- Intensive Care Nursing

Graduate diplomas and masters degrees

- Cancer Nursing
- Clinical Education
- Clinical Nursing
- Emergency Nursing
- Gerontic Nursing
- Intensive Care Nursing
- Mental Health Nursing

Health services management

Health services management is open to all students who wish to work or are currently working in this field. It is an articulated program offering a graduate certificate of 24 credit points, a graduate diploma of 48 credit points and a masters degree of 72 credit points. The level of entry is dependant upon your current qualifications and work experience in the area. A professional doctorate is also available to eligible applicants (refer to research degree chapters of this handbook).

Students may study either full-time or part-time. Depending upon your choice of subjects you may be able to study on-campus or in the distance mode, or a combination of the two. All of these courses are available to international students. The units of study are described in the following chapters of this handbook.

Midwifery

The Master of Midwifery is an articulated course for students who have successfully completed the Graduate Diploma. Students are required to undertake a further 24 credit points to qualify. Students who have not undertaken the Graduate Diploma of Midwifery at the Faculty are eligible to enrol but may be required to take additional units of study depending upon their existing qualifications. You should consult the chapter containing degree resolutions for further information.

Nursing research

The Master of Nursing Research provides career-enhancing qualifications for research nurses whose work is related directly to health care research and whose careers are focused on the management of research, including nurses who work in clinical trials.

The Master of Nursing Research is a 72 credit point (12 units of study) course that may be taken either full time over eighteen months or three years part-time.

Midwifery research

The Master of Midwifery Research offers midwives a unique opportunity to enhance their career pathway. It is designed to support midwives in practice development and research roles as well as clinical practice roles where the emphasis is on evidence based midwifery. Within the degree there is flexibility with the units of study available and the option of completing the degree with honours.

Applicants for this course will be required to hold a Graduate Diploma in Midwifery (or equivalent). The Master of Midwifery Research is a 72 credit point (12 units of study) course that may be taken either full time over 18 months or three years part-time.

12. Health services management

Introduction

The Health Services Management course is part of an articulated program which enables students to compete management qualifications at graduate certificate, graduate diploma and masters level. The course aims to expand students' knowledge and enhance their management skills to meet the increasing challenges of managing health services in multi-faceted organisations as well as managing multi-disciplinary groups and complex situations.

New or aspiring managers may choose to start with the Graduate Certificate in Health Services Management. Managers with more experience in middle or senior management may choose to enrol directly into the Graduate Diploma or Masters component. However, applicants are required to meet the criteria for enrolment in each component. The benefit of this articulated program is that students may choose to complete one part, for example, the Graduate Certificate in Health Services Management, and have some time away from study to consolidate their experience before continuing onto the Graduate Diploma or Masters component.

Students who have completed the Master of Health Services Management may also be eligible to enrol in further study in the research-based Doctor of Health Services Management (refer to the chapter on research study in this handbook).

This course is open to students from every discipline in health care. It has a multidisciplinary approach and students will be able to study a broad range of subject areas from faculties throughout the University.

Graduates will have a unique portfolio of skills that will assist them to pursue management careers and executive positions in a broad range of health care institutions and governing bodies as well as positions in academic institutions and health related organisations in the private sector.

Workload

The Graduate Certificate in Health Services Management is a 24 credit point (4 units of study) certificate and students are required to complete 2 foundation units and 2 elective units over 6 months (1 semester full-time) or 1 year (2 semesters part-time).

The Graduate Diploma of Health Services Management is a 48 credit point award (8 units of study) and students are required to complete 4 foundation units and 4 elective units over 1 year (2 semesters full-time) or 2 years (4 semesters part-time). Students who have completed the Graduate Certificate in Health Services Management will be eligible for credit towards this award.

The Master of Health Services Management is a 72 credit point award (12 units of study) and students are required to complete 6 foundation units and 6 elective units. Students who have completed the Graduate Diploma in Health Services Management will be eligible for credit towards this award.

Students will be able to complete the required units of study in a variety of ways. Some units will be offered in distance mode and online, others will be offered in intensive mode, which requires attendance for a short period and some will require weekly attendance. After completing the foundation units, students can choose electives that best suit their disciplinary area or their management interests and career pathway.

Faculty codes

Faculty codes	
HIMT	Faculty of Health Sciences
BACH	Faculty of Health Sciences
CLIN	Faculty of Nursing and Midwifery
TPTM	Faculty of Economics and Business
WORK	Faculty of Economics and Business
ACCT	Faculty of Economics and Business
GOVT	Faculty of Economics and Business
HPOL	Faculty of Medicine
CEPI	School of Public Health

Mode of delivery code

Mode of delivery code	
1	On-campus attendance – seminars, workshops etc
2	Distance education, external, online
3	Intensive block mode, flexible
Note: Units of study may contain online teaching and learning.	

Units offered

Group A, Semester 1 (foundation units)	
NURS5027	Health Care Sector Management (2)
NURS5028	Legal Studies for Health Care Managers (2)
HIMT5070	Human Resource Management (2)
NURS5015	Comparative Healthcare Systems (2,3)
BACH5322	Sociology for Health Professionals (2)
TPTM6115	Organisational Logistics (1)
PUBH5015	Public Health Principles and Practice (4 one-day workshops)
HPOL5000	History and Practice of Health Policy
CEPI5200	Quality and Safety in Health Care
WORK6001	Organisational Analysis (1)

Group A, Semester 2 (foundation units)	
NURS5050	Community Analysis and Health Planning (2)
HIMT5078	Health Sector Financial Management (2)
NURS5028	Legal Studies for Health Care Managers (2)
TPTM6115	Organisational Logistics (1)
WORK5002	Introduction to Human Resource Management (1)
HIMT5076	Casemix Measurement Systems (2)
HPOL5002	Contemporary Issues in Health Policy
BACH5322	Sociology for Health Professionals (2)
GOVT6313	Leadership in Theory & Practice (1)
WORK6026	Organisational Change & Development (1)



Group B, Semester 1 (electives)
HIMT5027 Introduction to Epidemiology (2)
HIMT5057 Introduction to Health Informatics (2,3)
NURS5029 Management in Aged Care 1 (2,3)
CLIN5033 Nursing Services Management in Health (2,3)
CLIN5034 Human Resources Management in Nursing (2)
WORK6001 Organisational Analysis (1)
WORK6002 Foundations of Strategic Management (1)
WORK6118 Managing Communication in Organisations (1)
ACCT6119 Public Sector Accounts and Accountability (1)
HIMT5065 Project Management (3)
NURS5032 Reading Topic in Health Services Management (2)
BACH5306 International Health Risk Management (2)
NURS5033 Management Project (Prereq: NURS5022 or Qualitative or Quantitative Research Methods)
IBUS6002 Cross Cultural Management (1)
WORK6030 Performance and Rewards (1)
BACH5226 Organisational Structures in Health Contexts (1)
GOVT6331 International Public Management (1)

Group B, Semester 2 (electives)
NURS5030 Management in Aged Care 2 (Prereq = Management in Aged Care 1) (3)
NURS5032 Reading Topic in Health Services Management (2)
NURS5031 Managing Financial Resources in Nursing (3)
NURS5035 Field Placement
NURS5033 Management Project (Prereq: NURS 5022 or Qualitative or Quantitative Research methods) (2)
IBUS6002 Cross Cultural Management (1)
WORK6031 Recruitment and Selection (3)
WORK6034 Human Resource Development (1)
BACH4047 Developing a Research Project (3)
IBUS6002 Cross Cultural Management (1)
HIMT5052 Database Management Systems (2,3)
NURS5022 Nursing Research Methods & Application (3)
HIMT5065 Project Management (3)

Admission

Applications for all health service management courses are through the Faculty. International students who wish to study full-time on-campus should apply through the International Office of the University. International student who wish to study part-time may only take those units offered in the distance mode and should apply directly to the Faculty.

Applicants who have completed part of a management course or some management units of study either at the University of Sydney or other institutions will be eligible to apply for credit in accordance with the University's rules. Applicants who have completed the Graduate Certificate in Health Services Management or the Graduate Diploma of Health Services Management offered by the Faculty will receive credit towards the Master's course providing they meet the requirements for admission.

13. Postgraduate coursework information for registered nurses

Specialty areas

Postgraduate coursework is offered in the following specialty areas for registered nurses. The level of entry is dependent upon your current qualifications and professional work experience.

If you are uncertain as to which course you should take or the entry level best suited to your needs, you should contact the Director, International and Professional Studies.

Graduate Certificates

- Cancer Nursing
- Clinical Nursing
- Emergency Nursing
- Intensive Care Nursing

Graduate Diplomas and Masters degrees

- Cancer Nursing
- Clinical Education
- Clinical Nursing
- Emergency Nursing
- Gerontic Nursing
- Intensive Care Nursing
- Mental Health Nursing

In addition to the above, the Faculty offers:

- Master of Midwifery
- Master of Nursing Research
- Master of Midwifery Research

Cancer Nursing

This course provides specialist education for nurses who work in all areas of cancer care. The program specifically explores opportunities to progress the development of clinical cancer practice, build the profile of nurses in cancer care, and meet the growing demands for advanced practitioners in cancer care.

Beginning units in the masters degree focus on providing foundation specialist skills and knowledge in cancer biology, cancer treatments and integrated multidisciplinary cancer care. Subsequent units provide opportunities for sub-specialisation in head and neck cancer, breast cancer and clinical trials management. New specialist units are in developed as required.

The Graduate Certificate in Cancer Nursing aims to provide foundation knowledge and skills for nurses who care for cancer patients. The program focuses on all aspect in the prevention and management of cancer, future treatment trends and explores the impact of this disease on the individual, family and community. Nursing interventions to reduce the impact of cancer and its treatment are addressed, drawing on research and theoretical underpinnings of cancer care. Nurses from any clinical or speciality area are welcome to apply. In recognition of the increasing trend towards home based care, community nurses are encouraged to consider this program.

Clinical Education

These courses will require students to observe, evaluate and reflect on instances of clinical teaching to provide a point of reference for their theoretical studies. The field of clinical education is explored in the context of the practicing professions and continuing changes in technologies, information and the evidence bases for practice. It involves a study of the literature on the nature of learned and performed skills and what factors affect changing understandings,

beliefs and practices in clinical settings. The course is interdisciplinary in approach and has a fieldwork component.

These courses may be accessed by people currently working in clinical education, people who hope to work in that area in the near future and/or people who wish to apply the principles of clinical education to their work in a specific nursing unit or with specific patient groups. Clinical education is unique in that the processes of education are occurring in a relatively uncontrolled environment and therefore special knowledge-based skills are required.

Clinical Nursing

Clinical is a term that often refers to direct bedside nursing care. Clinical nursing therefore encompasses many aspects of nursing practice and includes delivering comprehensive care directed at preventing complications and restoring or improving an individual's quality of life. Clinical nurses work in a variety of settings including the acute sector and the community and may be involved in education, administration or research.

The study of clinical nursing provides opportunities to develop a deeper understanding of what affects nurses today as well as the development of advanced nursing knowledge.

Students may select from a range of core and elective subjects in areas of particular interest. Some units may have prerequisites that require previous study and students should consult the course coordinator prior to enrolment.

Emergency Nursing

Emergency nursing is a dynamic and challenging specialty. The acuity of patients, complexity of care and degree of technological intervention are variable. Emergency nurses must be able to prioritise patient care and provide accurate assessment and effective ongoing management for a diversity of patient populations. Nursing practice in emergency departments may range from life saving interventions to providing health promotion and injury prevention information.

This course focuses on enabling the student to develop proficiency in the management of patients presenting to emergency departments.

Gerontic Nursing

Gerontic nurses are employed in a wide variety of health care settings. Gerontic nurses care for elderly persons, many of whom require a range of health services. An older person may present with one illness but most often there is a background of common age-related disorders, including heart failure, type 2 diabetes, ischaemic heart disease, cognitive impairment and osteoporosis. Other problems that older people may experience are polypharmacy, falls, abuse, depression and the social problems of isolation and loneliness.

Intensive Care Nursing

Intensive care nursing is a specialty within nursing that deals specifically with human responses to life-threatening problems. People requiring intensive care include patients following major surgery, with severe head trauma, life-threatening acute illness, respiratory insufficiency, coma, haemodynamic insufficiency, severe fluid imbalance or with the failure of one or more of the major organ systems. Through post-registration specialty programs, critical care nurses are provided with specific knowledge, skills and attributes to provide care to critically ill or unstable patients and their families.



Intensive care nurses normally work with a nurse patient ratio of 1:1 and are in a position to provide comprehensive care to the patient and their family. Many intensive care nurses also work in education, administration, research and as nurse consultants. Strong intensive care and critical care networks exist in Australia and are supported by the Australian College of Critical Care Nurses and the Australian and New Zealand Intensive Care Society. The collaborative approach to intensive care is exemplified by these two professional bodies which work together to develop policy, influence government and conduct research. Intensive care nurses are in an advantageous position to optimise care of the critically ill patient through direct patient care and participation in decision making at local, state, national and international levels.

Mental Health Nursing

People with mental health issues present throughout the health care environment and, as such, specialist skills are required to manage clients within the health care arena. This course prepares nurses to become specialist mental health nurses with the skills, knowledge and understanding to deal with a range of conditions across a variety of health care environments in which clients present with mental illnesses, mental disorders and psychological distress seeking specialist assessment and treatment.

Nursing Research

The Master of Nursing Research provides career-enhancing qualifications for research nurses whose work is related directly to health care research and whose careers are focused on the management of research, including nurses who work in clinical trials. This degree supports the growing emphasis on evidence based practice in nursing and on practice development. It provides nurses with opportunities to develop a genuine passion for research, learn more about research methods and how to conduct research, and improve their logical thought and analytic abilities.

The Master of Nursing Research is undertaken mainly by coursework. Students undertake research methods and foundation units of study, while retaining the flexibility to choose particular units of study relevant to their areas of interest and/or specialty field. Students also undertake a small research project on a topic of their choice. This enables students to learn independence and take responsibility for their own research project.

Honours

Students who complete the equivalent of one full-time semester in a masters degree with a credit average or better are eligible to apply to enrol in an Honours course in the area of specialty they are studying.

14. Graduate certificates

Graduate certificate by coursework

The Faculty offers graduate certificates for registered nurses in the following specialty areas:

- Cancer Nursing
- Clinical Nursing
- Emergency Nursing
- Intensive Care Nursing

Graduate certificate courses are designed for nurses registered in Australia. International students may only study those graduate certificates offered in the distance mode. A graduate certificate consists of 4 units of study worth 24 credit points and may only be studied part-time. In all cases, with the exception of clinical nursing, the units of study are prescribed.

If you attain a credit average or better you may use your graduate certificate to articulate into either a graduate diploma or masters degree. Units studied at the graduate certificate level are, in most cases, credited towards the higher qualification.

Workload

Students generally undertake 2 units of study per semester. Most units are offered in the intensive mode with students required to attend residential schools together with independent study. Some units do not have residential school requirements. Assessment consists of assignments and examinations. Some courses require students to be currently working in the specialty area.

Tables showing the pattern of units studied in the different specialty areas are listed below.

Graduate Certificate in Cancer Nursing

Unit	Semester
Semester 1	
NURS5025 Understanding Cancer Causes	1
FCNU5013 Interpersonal Relations in the Clinical Environment	1
Semester 2	
NURS5024 Cancer Nursing Practice	2
NURS5026 Health Promotion in Cancer Recovery	2

Graduate Certificate in Clinical Nursing

Unit	Semester
Semester 1	
NURS5015 Comparative Health Care Systems	1
FCNU5013 Interpersonal Relations in the Clinical Environment	1
Semester 2	
Two Electives	2

Graduate Certificate in Emergency Nursing

Unit	Semester
Semester 1	
NURS5012 Assessment and Clinical Judgement	1
NURS5052 Foundations of Critical Care	1
Semester 2	
NURS5053 Social Context of Critical Care	2
NURS5054 Emergency Nursing Practice	2

Graduate Certificate in Intensive Care Nursing

Unit	Semester
Semester 1	
NURS5012 Assessment and Clinical Judgement	1
NURS5052 Foundations of Critical Care	1
Semester 2	
NURS5053 Social Context of Critical Care	2
NURS5055 Intensive Care Nursing Practice	2

Electives

Electives, Semester 1
CLIN5013 Illness, Experience and Embodiment
NURS5029 Management in Aged Care I
NURS5023 Palliative Care
FCNU5012 Epidemiology
NURS5025 Understanding Cancer Causes and Therapies
FCNU5050 Mental Health Assessment and Interventions
NURS5034 Trends and Issues in Gerontic Nursing
NURS5032 Reading Topic in Health Care Management
EDPE6016 Adult Learning and Development
EDPH5001 Foundations of Health Education and Promotion
EDPA6016 Organisations as Learning Communities

Electives, Semester 2
NURS6011 Practice Development Project (12 credit points)
NURS5030 Management in Aged Care II
NURS5011 Advanced Nursing: Cellular Therapies
NURS6010 Clinical Qualitative Research
CLIN5021 Reading Topic
NURS5024 Cancer Nursing Practice
NURS5026 Health Promotion in Cancer Recovery

Admission

Admission to a graduate certificate is open to all nurses registered in Australia. International students who are registered nurses in their country of residence may study at the graduate certificate level only in those areas offered in the distance mode. Applications from all students should be made directly to the Faculty.

15. Graduate diplomas

Graduate diploma by coursework

The following specialty areas are offered by the Faculty as graduate diplomas:

- Cancer Nursing
- Clinical Education
- Clinical Nursing
- Emergency Nursing
- Gerontic Nursing
- Intensive Care Nursing
- Mental Health Nursing

Graduate diplomas consist of 48 credit points in 8 units of study. A course of study may be taken either full-time over 1 year or part-time over 2 years. Courses are open to all nurses registered in Australia and international students who are registered nurses in their country of residence, subject to entry requirements. Most courses have a prescribed pattern of study, however some allow students to select an elective from within the Faculty or the wider University.

If you attain a credit average or better you may use your graduate diploma to articulate into a masters degree. Units studied at the graduate certificate level are, in most cases, credited towards the higher qualification.

Workload

Students generally undertake 2 units of study per semester in the part-time mode or 4 units full-time. Most units are offered in the intensive mode with students required to attend residential schools together with independent study. Some units do not have residential school requirements. Assessment consists of assignments and examinations. Some courses require students to be currently working in the specialty area.

Tables showing the pattern of units studied in the different specialty areas in both the full-time and part-time modes are listed below.

Note: For the part-time mode please consult an academic advisor

Graduate Diploma in Cancer Nursing

Unit	Semester
Semester 1	
NURS5025 Understanding Cancer Causes	1
FCNU5013 Interpersonal Relations in the Clinical Environment	1
NURS5022 Nursing Research Methods & Applications	1
And one of:	
NURS5015 Comparative Health Care Systems	1
NURS5012 Assessment and Clinical Judgement	1
Semester 2	
NURS5024 Cancer Nursing Practice	2
NURS5026 Health Promotion in Cancer Recovery	2
NURS5021 Nursing, Midwifery and Work	2
Elective	2

Graduate Diploma in Clinical Education

A relevant graduate certificate or prior learning and:

Unit	Semester
A relevant graduate certificate or prior learning and	
Semester 1	
NURS5015 Comparative Health Care Systems	1
FCNU5013 Interpersonal Relations in the Clinical Environment	1
NURS5022 Nursing Research Methods and Application	1
And one of:	
NURS5018 Reading Topic in Clinical Education	1
NURS5014 Clinical Education Practicum	
Semester 2	
NURS5021 Nursing, Midwifery and Work	2
And one of:	
NURS5018 Reading Topic in Clinical Education	2
NURS5014 Clinical Education Practicum	2
Elective (Refer to academic advisor)	2

Graduate Diploma in Clinical Nursing

Unit	Semester
Semester 1	
NURS5015 Comparative Health Care Systems	1
FCNU5013 Interpersonal Relations in the Clinical Environment	1
NURS5022 Nursing Research Methods and Application	1
NURS5012 Assessment and Clinical Judgement	1
Semester 2	
NURS5021 Nursing, Midwifery and Work	2
3 Electives (Refer to academic advisor)	2

Graduate Diploma in Emergency Nursing

Unit	Semester
Semester 1	
NURS5012 Assessment and Clinical Judgement	1
NURS5052 Foundations of Critical Care	1
NURS5022 Nursing Research Methods and Application	1
And one of:	
FCNU5013 Interpersonal Relations in the Clinical Environment	1
NURS5015 Comparative Health Care Systems	
Semester 2	
NURS5053 Social Context of Critical Care	2
NURS5054 Emergency Nursing Practice	2
NURS5051 Current Issues in Critical Care Nursing	2
NURS5011 Advanced Nursing: Cellular Therapies	2



Graduate Diploma in Gerontic Nursing

A relevant graduate certificate or prior learning and:

Unit	Semester
A relevant graduate certificate or prior learning and	
Semester 1	
NURS5015 Comparative Health Care Systems	1
FCNU5013 Interpersonal Relations in the Clinical Environment	1
NURS5022 Nursing Research Methods and Application	1
NURS5019 Reading Topic in Gerontic Nursing	1
Semester 2	
NURS5021 Nursing, Midwifery and Work	2
3 Electives (Refer to academic advisor)	2

Graduate Diploma in Intensive Care Nursing

Unit	Semester
Semester 1	
NURS5012 Assessment and Clinical Judgement	1
NURS5052 Foundations of Critical Care	1
NURS5022 Nursing Research Methods and Application	1
And one of:	
FCNU5013 Interpersonal Relations in the Clinical Environment	1
NURS5015 Comparative Health Care Systems	1
Semester 2	
NURS 5053 Social Context of Critical Care	2
NURS 5055 Intensive Care Nursing Practice	2
NURS 5051 Current Issues in Critical Care Nursing	2
NURS 5011 Advanced Nursing: Cellular Therapies	2

Graduate Diploma in Mental Health Nursing

A relevant graduate certificate or prior learning and:

Unit	Semester	Coreq	Prereq
A relevant graduate certificate or prior learning and			
Semester 1			
NURS5015 Comparative Health Care Systems	1		
FCNU5013 Interpersonal Relations in the Clinical Environment	1		
NURS5022 Nursing Research Methods and Application	1		
NURS5020 Reading Topic in Mental Health Nursing	1		
Semester 2			
NURS5021 Nursing, Midwifery and Work	2		
3 Electives (Refer to academic advisor)	2		

Electives

Electives, Semester 1
CLIN5013 Illness, Experience and Embodiment
NURS5029 Management in Aged Care I
NURS5023 Palliative Care
FCNU5012 Epidemiology
NURS5025 Understanding Cancer Causes and Therapies
FCNU5050 Mental Health Assessment and Interventions
NURS5034 Trends and Issues in Gerontic Nursing
NURS5032 Reading Topic in Health Care Management
EDPE6016 Adult Learning and Development
EDPH5001 Foundations of Health Ed and Promotion
EDPA6016 Organisations as Learning Communities

Electives, Semester 2
NURS601 Practice Development Project (12 credit points)
NURS5030 Management in Aged Care II
NURS5011 Advanced Nursing: Cellular Therapies
NURS6010 Clinical Qualitative Research
CLIN5021 Reading Topic
NURS5024 Cancer Nursing Practice
NURS5026 Health Promotion in Cancer Recovery

Admission

Admission to a graduate diploma is open to all nurses registered in Australia. International students who are registered nurses in their country of residence may study at the graduate diploma level part-time only in those areas offered in the distance mode.

Applications from all Australian residents should be made directly to the Faculty. International students who wish to study in the distance mode should apply to the Faculty. International students who wish to study full-time on-campus should apply through the International Office.

16. Masters degrees

Masters degree by coursework

Masters degrees for registered nurses are offered in the following specialties:

- Cancer Nursing
- Clinical Education
- Clinical Nursing
- Emergency Nursing
- Gerontic Nursing
- Intensive Care Nursing
- Mental Health Nursing
- Nursing Research

Masters degrees are designed for nurses registered in Australia and internationally registered nurses who hold a Bachelor of Nursing or equivalent. A masters degree consists of 12 units of study worth 72 credit points and may be studied either full-time over 18 months (3 semesters) or part-time over 3 years. Many of the units of study are prescribed, however in most cases students have the opportunity to study electives of their choice.

Honours

Students who complete the equivalent of one full-time semester in a masters degree with a credit average or better are eligible to apply to enrol in the Honours stream. A requirement of the Honours course is the completion of NURS6012 (Nursing Dissertation) and NURS6010 (Clinical Qualitative Research).

Workload

Students generally undertake 2 units of study per semester in the part-time mode or 4 units per semester full-time. Most units are offered in the intensive mode with students required to attend residential schools together with independent study. Some units do not have residential school requirements. Assessment consists of assignments and examinations. Some courses require students to be currently working in the specialty area.

Tables showing the pattern of units studied in the different specialty areas in both full-time and part-time modes are listed below.

Note: For the part-time mode please consult your academic advisor.

Master of Cancer Nursing

Unit	Semester
Year 1, Semester 1	
NURS5025 Understanding Cancer Causes	1
NURS5022 Nursing Research Methods and Applications	1
FCNU5013 Interpersonal Relations in the Clinical Environment	1
And one of:	
NURS5015 Comparative Health Care Systems	1
NURS5012 Assessment and Clinical Judgement	1
Year 1, Semester 2	
NURS5024 Cancer Nursing Practice	2

Unit	Semester
NURS5026 Health Promotion in Cancer Recovery	2
NURS5017 Clinical Leadership	2
And one of:	
NURS5021 Nursing, Midwifery and Work	2
NURS6010 Clinical Qualitative Research	2
Year 2, Semester 1	
CLIN 5042 History of Ideas in Nursing	1
NURS 6011 Practice Development Project (12 cps)	1
Elective (Refer to academic advisor)	1

Master of Clinical Education

A relevant graduate certificate or prior learning and:

Unit	Semester
A relevant graduate certificate or prior learning and	
Year 1, Semester 1	
NURS5015 Comparative Health Care Systems	1
NURS5022 Nursing Research Methods & Application	1
CLIN5042 History of Ideas in Nursing	1
And one of:	
NURS5018 Reading Topic in Clinical Education	1
NURS5014 Clinical Education Practicum	1
Year 1, Semester 2	
NURS5017 Clinical Leadership	2
NURS6010 Clinical Qualitative Research	2
NURS6011 Practice Development Project (12 cps)	2

Master of Clinical Nursing

Unit	Semester
Year 1, Semester 1	
NURS5015 Comparative Health Care Systems	1
FCNU5013 Interpersonal Relations in the Clinical Environment	1
NURS5022 Nursing Research Methods and Application	1
NURS5012 Assessment and Clinical Judgement	1
Year 1, Semester 2	
NURS5021 Nursing, Midwifery & Work	2
NURS5017 Clinical Leadership	2
NURS6010 Clinical Qualitative Research	2
Elective (Refer to academic advisor)	2
Year 2, Semester 1	
CLIN 5042 History of Ideas in Nursing	1
NURS 6011 Practice Development Project (12cps)	1
Elective (Refer to academic advisor)	1

Master of Emergency Nursing

Unit	Semester
Year 1, Semester 1	
NURS5012 Assessment and Clinical Judgement	1
NURS5052 Foundations of Critical Care	1
NURS5022 Nursing Research Methods and Application	1
NURS5015 Comparative Health Care Systems	1
Year 1, Semester 2	
NURS5053 Social Context of Critical Care	2
NURS5054 Emergency Nursing Practice	2
NURS5051 Current Issues in Critical Care Nursing	2
And one of:	
NURS5017 Clinical Leadership	2
NURS 5011 Advance Nursing Cellular Therapies	2
Year 2, Semester 1	
FCNU5013 Interpersonal Relations in the Clinical Environment	1
CLIN5042 History of Ideas in Nursing	1
NURS6011 Practice Development Project (12cps)	1

Master of Gerontic Nursing

A relevant graduate certificate or prior learning and:

Unit	Semester
A relevant graduate certificate or prior learning and	
Semester 1	
NURS5015 Comparative Health Care Systems	1
CLIN5042 History of Ideas in Nursing	1
NURS5022 Nursing Research Methods and Application	1
NURS5019 Reading Topic in Gerontic Nursing	1
Semester 2	
NURS6010 Clinical Qualitative Research	2
NURS6011 Practice Development Project (12 cps)	2
NURS5017 Clinical Leadership	2

Master of Intensive Care Nursing

Unit	Semester
Year 1, Semester 1	
NURS5012 Assessment and Clinical Judgement	1
NURS5052 Foundations of Critical Care	1
NURS5022 Nursing Research Methods and Application	1
NURS5015 Comparative Health Care Systems	1
Year 1, Semester 2	
NURS5053 Social Context of Critical Care	2
NURS5055 Intensive Care Nursing Practice	2
NURS5051 Current Issues in Critical Care Nursing	2
And one of:	
NURS5017 Clinical Leadership	2
NURS 5011 Advance Nursing Cellular Therapies	2
Year 2, Semester 1	
FCNU5013 Interpersonal Relations in the Clinical Environment	1
CLIN5042 History of Ideas in Nursing	1
NURS6011 Practice Development Project (12cps)	1

Master of Mental Health Nursing

A relevant graduate certificate or prior learning and:

Unit	Semester
A relevant graduate certificate or prior learning and	
Year 1, Semester 1	
NURS5015 Comparative Health Care Systems	1
CLIN5042 History of Ideas in Nursing	1
NURS5022 Nursing Research Methods and Application	1
NURS5020 Reading Topic in Mental Health Nursing	1
Year 1, Semester 2	
NURS5017 Clinical Leadership	2
NURS6010 Clinical Qualitative Research	2
NURS6011 Practice Development Project (12 cps)	2

Electives

Electives, Semester 1
CLIN5013 Illness, Experience and Embodiment
NURS5029 Management in Aged Care I
NURS5023 Palliative Care
FCNU5012 Epidemiology
NURS5025 Understanding Cancer Causes and Therapies
FCNU5050 Mental Health Assessment and Interventions
NURS5034 Trends and Issues in Gerontic Nursing
NURS5032 Reading Topic in Health Care Management
EDPE6016 Adult Learning and Development
EDPH5001 Foundations of Health Ed and Promotion
EDPA6016 Organisations as Learning Communities

Electives, Semester 2
NURS6011 Practice Development Project (12 credit points)
NURS5030 Management in Aged Care II
NURS5011 Advanced Nursing: Cellular Therapies
NURS6010 Clinical Qualitative Research
CLIN5021 Reading Topic
NURS5024 Cancer Nursing Practice
NURS5026 Health Promotion in Cancer Recovery

Admission

Admission to the masters degree is open to all nurses registered in Australia and overseas who hold a Bachelor of Nursing or equivalent. Students can elect to study either part-time or full-time. International students may study a masters degree part-time only in those areas offered in the distance mode.

Applications from all Australian residents should be made directly to the Faculty. International students who wish to study in the distance mode should apply to the Faculty. International students who wish to study full-time on-campus should apply through the International Office.

Master of Nursing Research

The Master of Nursing Research is undertaken mainly by coursework. Students undertake research methods and foundation units of study, while retaining the flexibility to choose particular units of study relevant to their areas of interest and/or specialty field. Students also undertake a small research project on a topic of their choice. This enables students to learn independence and take responsibility for their own research project.

Registered nurses who have completed graduate studies in nursing research are welcome to apply for prior recognition towards the Masters degree. This should be discussed with the Director (Postgraduate Coursework).

Workload

The Master of Nursing Research is a 72 credit point (12 units of study) course that may be taken either full time over eighteen months or three years part time. The pattern of study is described in the following table.

Master of Nursing Research (full-time)

Unit
Year 1, Semester 1
FCNU5012/5033 Epidemiology
NURS5015 Comparative Health Care Systems
CLIN5042 History of Ideas in Nursing
One elective
Year 1, Semester 2
NURS6010 Clinical Qualitative Research
NURS5022 Nursing Research Methods and Application
NURS5011 Advanced Nursing: Cellular Therapies
One elective
Year 2, Semester 1
NURS6011 Practice Development Project
NURS5021 Nursing, Midwifery and Work
One elective

Electives

Refer to the list of electives earlier in this chapter.

Admission

Admission to the masters degree is open to all nurses registered in Australia and overseas who hold a Bachelor of Nursing or equivalent. Students can elect to study either part-time or full-time. International students may study a master's degree part-time only in those areas offered in the distance mode.

Applications from all Australian residents should be made directly to the Faculty. International students who wish to study in the distance mode should apply to the Faculty. International students who wish to study full-time on-campus should apply through the International Office.

Master of Nursing Research (part-time)

Unit
Year 1, Semester 1
FCNU5012 Epidemiology
NURS5015 Comparative Health Care Systems
Year 1, Semester 2
NURS5022 Nursing Research Methods and Application
NURS5011 Advanced Nursing: Cellular Therapies*
Year 2, Semester 1
CLIN5042 History of Ideas in Nursing
One elective
Year 2, Semester 2
NURS6010 Clinical Qualitative Research
One elective
Year 3, Semester 1
NURS5021 Nursing, Midwifery and Work
One elective
Year 3, Semester 2
NURS6011 Practice Development Project

*NURS5009 is a corequisite.

17. Midwifery

Midwifery courses

Midwives work in partnership with women and their families to provide holistic care and promote health.

Midwifery practice supports and enhances the normal childbearing process. This care includes the implementation of preventative measures, obtaining medical assistance when complications arise, and providing emergency interventions when required.

Midwifery care is provided to women throughout pregnancy, labour, birth and the postnatal period across a variety of settings, including hospitals and the community.

Midwives actively engage in many areas of research (clinical, education and management) to ensure current practice is relevant and evidence based. This research covers all matters that affect women and their babies to improve the quality of service provision.

Master of Midwifery

The Master of Midwifery is a 72 credit point degree studied over 18 months full-time or 3 years part-time. Registered nurses who have completed graduate studies in midwifery are welcome to apply for prior recognition towards the master's degree. Applicants who have completed a Graduate Diploma in Midwifery at the Faculty of Nursing and Midwifery under the 2006 resolutions of the degree may be granted advanced standing for their diploma and complete the degree in a minimum of one year of part-time study.

Applicants who hold a graduate diploma in midwifery from another tertiary institution may apply for advanced standing of up to 36 credit points.

Applicants who are registered to practise as a midwife and have clinical midwifery practice experience may apply for recognition of prior learning based on their experience, research publications and other qualifications up to 24 credit points.

All students must complete Midwifery Project (12 credit points).

Workload

Units in the Master of Midwifery are offered in the intensive mode. Students need to come to the Faculty for approximately 3–4 days per unit of study. Outside this time students will work either online or independently.

The table of units offered is as follows.

Units of study available
Group A
FCNU5037 History of Ideas in Midwifery
MIDI6002 Midwifery Research Methods and Application
NURS5021 Nursing, Midwifery and Work
NURS5015 Comparative Health Care Systems
Group B
NURS5013 Clinical Education
NURS5012 Assessment and Clinical Judgement
NURS6010 Clinical Qualitative Research
MIDI5007 Professional Issues in Midwifery
Compulsory
MIDI6010 Midwifery Project



Master of Midwifery Research

The Master of Midwifery Research offers midwives a unique opportunity to enhance their career pathway. It is designed to support midwives in practice development and research roles as well as clinical practice roles where the emphasis is on evidence based midwifery. Within the degree there is flexibility with the units of study available and the option of completing the degree with honours.

The Master of Midwifery Research is designed to support midwives in practice development and research roles as well as clinical practice roles where the emphasis is on evidence based midwifery. Within the degree there is flexibility with the units of study available and the option of completing the degree with honours.

Applicants for this course will be required to hold a Graduate Diploma in Midwifery (or equivalent).

Registered nurses who have completed graduate studies in midwifery research are welcome to apply for prior recognition towards the Masters degree. This should be discussed with the course coordinator.

Honours

Students who complete the equivalent of one full-time semester in the Master of Midwifery Research with a credit average or better are eligible to apply to enrol in an honours course. A requirement of the honours course is the completion of MIDI6013 (Midwifery Dissertation).

Workload

The Master of Midwifery Research is a 72 credit point (12 units of study) course that may be taken either full time over eighteen months or three years part time. All units offered by the Faculty for this course are offered in the intensive mode. Students need to come to the Faculty for approximately 3-4 days per unit of study. Outside this time students will work either online or independently.

The pattern of study is described in the table below.

Master of Midwifery Research (full-time)

Unit
Year 1, Semester 1
FCNU5012 Epidemiology
NURS5015 Comparative Health Care Systems
FCNU5037 History of Ideas in Midwifery
One Elective
Year 1, Semester 2
NURS6010 Clinical Qualitative Research
MIDI6002 Midwifery Research Methods and Application
MIDI5007 Professional Issues in Midwifery
One elective
Year 2, Semester 1
MIDI6010 Midwifery Project
NURS5021 Nursing, Midwifery and Work
One elective

Master of Midwifery Research (part-time)

Unit
Year 1, Semester 1
FCNU5012 Epidemiology
NURS5015 Comparative Health Care Systems
Year 1, Semester 2
MIDI6002 Midwifery Research Methods and Application
MIDI5007 Professional Issues in Midwifery*
Year 2, Semester 1
FCNU5037 History of Ideas in Midwifery
One elective
Year 2, Semester 2
NURS6010 Clinical Qualitative Research
One elective
Year 3, Semester 1
NURS5021 Nursing, Midwifery and Work
One elective
Year 3, Semester 2
MIDI6010 Midwifery Project

*NURS5009 is a corequisite

Electives

Electives, Semester 1
CLIN5013 Illness, Experience and Embodiment
NURS5029 Management in Aged Care I
NURS5023 Palliative Care
FCNU5012 Epidemiology
NURS5025 Understanding Cancer Causes and Therapies
FCNU5050 Mental Health Assessment and Interventions
NURS5034 Trends and Issues in Gerontic Nursing
CLIN5021 Reading Topic

Electives, Semester 2
NURS6011 Practice Development Project (12 cps)
NURS5030 Management in Aged Care II
NURS5011 Advanced Nursing: Cellular Therapies
NURS6010 Clinical Qualitative Research
CLIN5021 Reading Topic
NURS5024 Cancer Nursing Practice
NURS5026 Health Promotion in Cancer Recovery

18. Postgraduate coursework units of study

Health Services Management

Core Units

NURS5027

Health Care Sector Management

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** Briefing Paper, Essay, Online Participation **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit of study is designed to introduce students to the structure, function and work of managers in service organisations. This unit of study examines political and social issues impacting on public sector organisations and services (whether provided publicly or privately) with particular emphasis on the public sector reform activities in developed countries and the issues and dilemmas of public sector service provision in developing countries. This unit of study also provides the introductory framework for managing the operations, activities, finance and resources and quality of public services explored in subsequent units of study. While the emphasis of this unit will be predominantly health care, students will be required to explore the public sector literature and experiences more widely in order to construct a solid grounding in the management of public sector services and organisations.

NURS5028

Legal Studies for Health Care Managers

Credit points: 6 **Session:** Semester 1, Semester 2 **Classes:** online **Assessment:** Journal Submission, Essay, Online Participation **Campus:** Camperdown/Darlington **Mode of delivery:** On-line

This unit will introduce students to an understanding of the Australian legal system and general principles and law governing health. This unit of study examines the constitutional and statutory sources of government power with respect to health care and the application of the law to health policy. This unit also explores government regulation of health care including resource allocation and professional practice. This unit also examines legal issues relating to professional liability in health care with a particular emphasis on managers and the management of health services.

HIMT5070

Human Resource Management

Credit points: 6 **Teacher/Coordinator:** Dr Joanne Callen **Session:** Semester 1 **Classes:** Distance education mode **Assessment:** Assignments **Campus:** Cumberland **Mode of delivery:** Distance Education

This unit of study focuses on managing the human resources of an organisation. Students explore in depth the individual processes of human resource management and their inter-relationships, including: human resource planning; recruitment; selection; orientation and training; career development and performance appraisal. The unit also covers the industrial relations framework in Australia with particular emphasis on the current workplace focus with enterprise bargaining. The implications of equal employment legislation and affirmative action legislation to the employment relationship are also covered.

NURS5015

Comparative Health Care Systems

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** Essay, Three WebCT quizzes, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit of study critically analyses and compares contemporary national health care systems, and also locates them in an international context. Three broad themes are explored: (i) political ideologies and their effects to the organization of health care (including funding and resource allocation); (ii) issues of access and equity in health care, and (iii) models of care, primarily biomedical, allied health, and influential non-western approaches to care and the growing relationships between these models. These three themes provide the framework for exploring the nature and effectiveness of the Australian health care system, and also the health care systems of selected OECD and developing nations. These themes also inform a critical examination of the effects of globalisation on health and the delivery of care across national borders, particularly in relation to important current issues in international health and health care. Students will actively engage in a major research project related to one or more of these substantive areas.

BACH5322

Sociology for Health Professionals

Credit points: 6 **Teacher/Coordinator:** Dr Toni Schofield **Session:** Semester 1, Semester 2 **Classes:** Distance education **Assessment:** Six short answers (500 words ea), 3000 word essay **Campus:** Cumberland **Mode of delivery:** Distance Education

The aim of this unit is to develop an understanding of basic sociological concepts and theories and their applications in analysing health issues. It also aims to develop an ability to critically examine and evaluate aspects of a familiar society in order to extend an understanding of the social structures, institutions and processes relevant to health issues.

TPTM6115

Organisational Logistics

Credit points: 6 **Session:** Semester 1, Semester 2 **Classes:** Block/intensive mode 6 days, 9am-5pm **Assessment:** Class test; Group case analysis; Final exam (open book) **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

The aim of this unit is to provide an integrated approach to both micro and macro aspects of organisational behaviour particularly related to the transport and logistic industries. The unit examines actions at three different levels of analysis: the individual, the group and the organisation and is divided into three parts. Part 1 covers the strategic thinking and the general environment affecting the work place. It also examines the fundamentals of individual at work. Part 2 focuses on work teams, power and conflict, and leadership in organisations. Part 3 attends to organisational structure, culture and strategic change management. The integration of these 3 parts would provide participants with the knowledge and skills to manage his/her organisation effectively particularly in the transport and logistic industries.

WORK6026

Organisational Change and Development

Credit points: 6 **Session:** Semester 2 **Classes:** Three hours per week **Assessment:** Continuous; Essays, case studies and/or exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit seeks to develop diagnostic and prescriptive skills in relation to the management of organisational change while also encouraging the adoption of a critical perspective of the field. Part 1 (Organisational Change and the Nature of Organisations) introduces the fields of organisational change, explains its relevance to organisation performance and strategy and examines key change management models. Part 2 (Diagnosis and Intervention) examines the utility of



key organisational change models and techniques and identifies factors that may impact on the effectiveness of the change management process. Part 3 (Key Areas of Intervention) analyses the application of organisational change practices and initiatives to a number of specific organisational issues.

PUBH5015

Public Health Principles and Practice

Credit points: 6 **Teacher/Coordinator:** Dr Jim Gillespie, Dr Kirsten Howard
Session: Semester 1 **Classes:** On-line lectures, face to face large group interactive sessions (fortnightly), on-line quizzes **Assessment:** 2x take home exam (80%), topic and content quizzes (20%) **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit aims to provide students with an understanding of principles and practices of public health, in the local and global context. It also aims to introduce students to different ways of thinking about both economic and applied policy and about specific problems in environmental health and communicable diseases. Candidates will gain an understanding of the patterns of health in the community and the biological and environmental determinants of health. Within the context of the burden of disease in Australia, case studies in communicable diseases and environmental health, both core functions of a public health system, will be used as a means of modelling ways of thinking about the structures, processes and outcomes of health systems. Students will have the opportunity to apply these core conceptual approaches to a range of current problems based on public health practice.

Textbooks

Compulsory text book: Lin V, Smith J, Fawkes S 2007: Public Health Practice in Australia: the organized effort. Sydney: Allen and Unwin. Readings are available on the Unit's WebCT site.

GOVT6313

Leadership in Theory and Practice

Credit points: 6 **Session:** Semester 2 **Classes:** Two hour seminar per week
Assessment: Short essay; Long essay; Coursework; Reflective journal
Campus: Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

'The leader points the way.' Eleanor Roosevelt. Leadership is a story that resolves these questions: What is a leader? What kinds of leaders are there? Is democratic leadership different from other kinds? Is leadership in a local community similar to that in national politics or international politics? Are leaders made or born? Is leadership generic? Is it the same in Europe and Asia? What is the difference between a leader and a manager? This unit reviews and evaluates theories of leadership. Participants' experiences and perceptions of leadership are an important part of the unit.

HPOL5000

History and Practice of Health Policy

Credit points: 6 **Teacher/Coordinator:** Dr James Gillespie, Professor Stephen Leeder
Session: Semester 1 **Classes:** 2x2day workshops, online lectures and discussions **Assessment:** 1x1500word paper (25%), 1x3000word paper (50%), and online learning activities (25%) **Campus:** Camperdown/Darlington **Mode of delivery:** Distance Education/Intensive on Campus

This unit aims to develop a critical and comparative grasp of the history, theory and practice of health policy and to give an overview of the political choices and frameworks - national and global - that shape policymaking. The unit explores the main structures and institutions that make health policy. The focus is comparative, using Australia as a case study. Students will debate the reform of policy frameworks, raising questions about equity, ethics and the role of socio-economic status over access to health care and priorities of the current system. Australian policy debates will be placed in their broader context by comparing different health systems and assessing global influences. Case studies will be used to examine the relationships between policy and practice.

Textbooks

Robert Blank and Viola Burau: Comparative Health Policy. Palgrave, 2004.

NURS5050

Community Analysis and Health Planning

Credit points: 6 **Session:** Semester 2 **Classes:** Distances education, seminars
Assessment: Assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

The framing of health policy and the subsequent delivery of health services at both the community and organisational level is underpinned by the planning environment, which consists of community needs analysis through demographic and epidemiological data collection and analysis, decision-making, program and service planning and evaluation. This unit of study is designed to provide students the opportunity to acquire knowledge and skills related to community analysis and health planning and its application to policy development and service delivery. Through this unit of study, students will have the opportunity to construct a framework on which to further develop their knowledge and skills in assessing health needs, determining health status, establishing health priorities, and formulating strategic and operational responses to health needs in the community and at the organisational level.

HIMT5078

Health Sector Financial Management

Credit points: 6 **Session:** Semester 2 **Classes:** Distance education mode
Assessment: Assignments and examinations **Campus:** Cumberland **Mode of delivery:** Distance Education

In this unit students are introduced to the financial management of hospitals and health service institutions. Topics covered include basic financial accounting, costing and budgeting with an emphasis on departmental budgeting. Billing and claims processes in the private sector are examined as well as methods of funding used in the public sector. Differences between financial management approaches in the private and public sectors are highlighted.

NURS5028

Legal Studies for Health Care Managers

Credit points: 6 **Session:** Semester 1, Semester 2 **Classes:** online
Assessment: Journal Submission, Essay, Online Participation **Campus:** Camperdown/Darlington **Mode of delivery:** On-line

This unit will introduce students to an understanding of the Australian legal system and general principles and law governing health. This unit of study examines the constitutional and statutory sources of government power with respect to health care and the application of the law to health policy. This unit also explores government regulation of health care including resource allocation and professional practice. This unit also examines legal issues relating to professional liability in health care with a particular emphasis on managers and the management of health services.

CEPI5200

Quality and Safety in Health Care

Credit points: 6 **Teacher/Coordinator:** Prof George Rubin, A/Prof Merrilyn Walton, Dr Sharon Reid **Session:** Semester 1 **Classes:** online unit. Expected students hours effort/week = 9 to 12 **Assessment:** online participation (40%) and 1x4500word assignment (60%) **Campus:** Camperdown/Darlington **Mode of delivery:** On-line

The aim of this unit is to introduce students to the principles of quality and safety in healthcare. The unit has four major content areas: understanding Q&S in health care; professional and ethical practice; clinical governance; and improving healthcare. At the end of the unit students will: understand the background to quality and safety in health care, from Australian and international perspectives; understand the nature of health care error including the methods of error detection and monitoring, and quality indicators; understand the role of good communication and other professional responsibilities in quality and safety in healthcare; have developed an understanding of clinical governance, accountability and systems management; have considered methods for improving healthcare such as getting research into practice, clinical practice guidelines and clinical practice improvement. This unit consists of online discussions, group work

and activities based around key provided readings and other resources.

Textbooks

Online readings and other learning resources will be provided.

TPTM6115

Organisational Logistics

Credit points: 6 **Session:** Semester 1, Semester 2 **Classes:** Block/intensive mode 6 days, 9am-5pm **Assessment:** Class test; Group case analysis; Final exam (open book) **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

The aim of this unit is to provide an integrated approach to both micro and macro aspects of organisational behaviour particularly related to the transport and logistic industries. The unit examines actions at three different levels of analysis: the individual, the group and the organisation and is divided into three parts. Part 1 covers the strategic thinking and the general environment affecting the work place. It also examines the fundamentals of individual at work. Part 2 focuses on work teams, power and conflict, and leadership in organisations. Part 3 attends to organisational structure, culture and strategic change management. The integration of these 3 parts would provide participants with the knowledge and skills to manage his/her organisation effectively particularly in the transport and logistic industries.

WORK5002

Introduction to HRM

Credit points: 6 **Session:** Semester 2, Summer Main **Classes:** Three hours per week / 39 hours in intensive mode **Assessment:** Continuous: Essays, case studies and/or exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit introduces students to competing perspectives on the nature, meaning and implications of Human Resource Management (HRM) and highlights the distinction between functional, normative and critical approaches to understanding HRM. The unit also provides an understanding of the key functions and processes associated with the practice of HRM, including: human resource planning, job analysis and work design; staff recruitment and selection; training and development; performance management and motivation; managing rewards and remuneration; equal opportunity and diversity management; international dimensions of HRM; and evaluating the effectiveness of HRM policies and practices. Opportunities are provided throughout the unit for consideration of case studies relating to particular issues.

WORK6001

Organisational Analysis

Credit points: 6 **Session:** Semester 1 **Classes:** 3 hrs per week **Assessment:** Continuous: Essays, case studies and/or exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit introduces students to the behaviour of people when acting as members of an organisation. The aim of the unit is to provide an understanding of the processes and structures that influence organisational behaviour, by drawing on ideas from psychology, sociology, management and anthropology. Topics covered include: personality and the self; learning and socialisation; motivation and commitment; group behaviour and dynamics; organisational design and boundaries; organisational culture, change and leadership.

HIMT5076

Casemix Measurement Systems

Credit points: 6 **Teacher/Coordinator:** Ms Anne Marks **Session:** Semester 2 **Classes:** Distance education mode **Assessment:** Assignments **Campus:** Cumberland **Mode of delivery:** Distance Education

This unit introduces the student to casemix classification systems which are used by states and territories to fund healthcare services. This unit is designed to cover a variety of casemix classification systems for acute and non-acute inpatients and ambulatory patients. The major emphasis will be on Diagnosis Related Groups (DRGs) with specific reference to the Australian National Diagnosis Related

Groups (AN-DRGs). Casemix applications and current casemix initiatives will also be explored.

WORK5001

Introduction to Employment Relations

This unit of study is not available in 2008

Credit points: 6 **Session:** Semester 1, Semester 2 **Assessment:** Continuous: Essays, case studies and/or exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit provides an overview of the major issues in understanding the regulation of paid work at a time of immense change in the nature of employment and in the processes affecting it. The unit begins by providing students with a range of conceptual tools and competing points of view about rights, rules and conflicts at work. Attention then turns to the social, economic and political context of employment relations, focusing on the role of key institutional parties such as unions, employer associations and government as well as upon employees and managers themselves. The unit combines theoretical and historical understandings of employment relations with a detailed examination of the current problems and strategies of these key players.

HPOL5002

Contemporary Issues in Health Policy

Credit points: 6 **Teacher/Coordinator:** Professor Stephen Leeder **Session:** Semester 2 **Classes:** 2x1day workshop, 2 seminars, online discussions, supervised policy project **Corequisites:** HPOL5003 **Assessment:** 2xassignments (70%), 2xAustralian Health Policy Institute (AHPI) seminar participation and discussion (30%) **Campus:** Camperdown/Darlington **Mode of delivery:** Distance Education/Intensive on Campus

This unit draws together theoretical and descriptive accounts of policy-making. It aims to enhance understanding of the forces shaping contemporary health policy agendas. The unit focuses on developing practical skills in critical analysis and argument around contentious policy issues. The workshops will be used to develop writing skills and evaluate the how evidence is used in presentation of policy and effective argument. Seminars on Australian and global health issues will be convened by the Australian Health Policy Institute to develop a wider perspective on current policy debates.

Textbooks

Kent Buse, Nicholas Mays and Gillian Walt, Making Health Policy. Open University Press, 2006.

Elective Units

HIMT5052

Database Management Systems

Credit points: 6 **Teacher/Coordinator:** Ms Angelika Lange **Session:** Semester 2 **Classes:** Off-campus mode: 4 day block workshop; On-campus mode: block workshop 10x2 hr **Assessment:** Test (20%), report (30%), assignment (50%) **Campus:** Cumberland **Mode of delivery:** Distance Education/Intensive on Campus

Note: Students enrolling in HIMT5052 by distance mode are required to attend a 5 day workshop during inter-semester break.

This unit provides a theoretical and practical introduction to relational database management systems. The unit covers systems analysis and design (feasibility studies, entity-relationship modelling, data integrity, and normalisation); languages (SQL, Visual Basic for Applications); database implementation and management (forms, queries, reports and security) in MS Access and FileMaker Pro. Included are current developments in database applications (static and dynamic web reporting, open database connectivity, messaging standards, data mining, data warehousing, object oriented approaches and distributed databases).

HIMT5027

Introduction to Epidemiology

Credit points: 6 **Teacher/Coordinator:** Dr Aditi Dey **Session:** Semester 1 **Classes:** Distance education **Assessment:** Assignments, exam **Campus:** Cumberland **Mode of delivery:** Distance Education

This unit introduces students to principles and practice of epidemiology. The unit includes measures of disease frequency and association, study design (descriptive and analytic), sources of measurement error, causation and screening, including test specificity and sensitivity. Students are introduced to the critical appraisal of epidemiological studies.

HIMT5057

Introduction to Health Informatics

Credit points: 6 **Teacher/Coordinator:** Ms Janelle Craig **Session:** Semester 1 **Classes:** Intensive compulsory block mode **Assessment:** Assignments **Campus:** Cumberland **Mode of delivery:** Block Mode

This unit introduces the definition of data, information and knowledge as well as what defines a system and a model. National and state information policies will be reviewed and steps in policy formulation, analysis and implementation will be covered. A central focus will be issues relating to privacy, confidentiality, security and the ethical use of health information. This will include discussion of relevant legislation.

WORK5001

Introduction to Employment Relations

This unit of study is not available in 2008

Credit points: 6 **Session:** Semester 1, Semester 2 **Assessment:** Continuous: Essays, case studies and/or exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit provides an overview of the major issues in understanding the regulation of paid work at a time of immense change in the nature of employment and in the processes affecting it. The unit begins by providing students with a range of conceptual tools and competing points of view about rights, rules and conflicts at work. Attention then turns to the social, economic and political context of employment relations, focusing on the role of key institutional parties such as unions, employer associations and government as well as upon employees and managers themselves. The unit combines theoretical and historical understandings of employment relations with a detailed examination of the current problems and strategies of these key players.

NURS5029

Management in Aged Care I

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** assignment, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Department permission required for enrolment.

This unit of study is designed to examine current aged care management issues and the contemporary political and policy initiatives underpinning management challenges in the aged care sector. This unit of study will also examine the contemporary legislative requirements in aged care (including the Aged Care Act 1997 and the Nurses and Midwives Act) as they relate to both residential and community aged care services. This unit of study also examines funding in the aged care sector, including the aged care funding instrument (ACFI).

CLIN5033

Nursing Services Management in Health

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** Report, Examination, Online Participation **Campus:** Camperdown/Darlington **Mode of delivery:** Distance Education

Note: Offered by distance education only.

This unit is a critical analysis of the context and theoretical underpinnings of health services and models of delivery. Students will analyse and evaluate the influence of policy issues, contemporary models of health care and care delivery, socio-political changes, and scientific and technological advances on the delivery and management of nursing services.

CLIN5034

Human Resources Management in Nursing

Credit points: 6 **Session:** Semester 1 **Classes:** no on campus attendance, online and distance learning only **Assessment:** Two essays, Online Participation **Campus:** Camperdown/Darlington **Mode of delivery:** Distance Education

Note: Offered by distance education only.

In this unit students will analyse the evolution of organisational theory and environment (climate and culture) in the context of structuring and managing workplace relations. This unit is designed to integrate broader management principles and resourcing issues to create the opportunity to critically examine the impact of contemporary industrial relations and human resource management frameworks on workplace relations and employee experiences. The concept of strategic human resources management, human resources planning, training and development and leadership will be analysed. Comparisons between human resource processes and workplace relations in health care and other industries will be made.

NURS5022

Nursing Research Methods & Application

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** assignment, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit examines the ways in which nursing knowledge, practices and modes of service can be investigated and enhanced. The unit begins with the Nightingale legacy of statistical analyses of morbidity and mortality and their use as key indicators and evidence of nursing, health service and practice efficacy. This unit addresses the range of research designs, methodologies, data analysis/interpretation and processes of reporting that can be appropriately used in the development and evaluation of nursing practices and processes of care.

WORK6034

Human Resource Development

Credit points: 6 **Session:** Semester 2 **Classes:** Three hours per week **Assessment:** Continuous: Essays, case studies and/or exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit examines the theories, practices and debates associated with contemporary human resource development (HRD). The unit begins with an exploration of different conceptions of learning and skill. The process of HRD is examined, with a focus on needs assessment and the delivery and evaluation of learning. The relationship between HRD and other areas of HRM is explored, particularly work organisation, performance management, remuneration and enterprise governance. The role of organisational learning and knowledge management are examined in terms of changing conceptions of organisational structure and performance. A second section of the unit places HRD in the context of the wider environment. Australian policy debates are examined and HRD systems in other countries are introduced and comparisons drawn. The likely success of skills-led models of societal, industry and enterprise development in the context of globalisation and the knowledge economy are discussed. A third section of the unit explores the relationship between HRD and careers. The causes and consequences of changing career structures, the breakdown of internal labour markets and the development of new forms of organisation are examined. Particular attention is given to the issues of executive development and succession planning.

WORK6001

Organisational Analysis

Credit points: 6 **Session:** Semester 1 **Classes:** 3 hrs per week **Assessment:** Continuous: Essays, case studies and/or exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit introduces students to the behaviour of people when acting as members of an organisation. The aim of the unit is to provide an understanding of the processes and structures that influence organisational behaviour, by drawing on ideas from psychology, sociology, management and anthropology. Topics covered include:

personality and the self; learning and socialisation; motivation and commitment; group behaviour and dynamics; organisational design and boundaries; organisational culture, change and leadership.

WORK6002

Foundations of Strategic Management

Credit points: 6 **Session:** Semester 1 **Classes:** Three hours per week
Assessment: Continuous: Essays, case studies and/or exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit provides a crucial examination of the concept of 'strategy' in the management of organisations beginning with an examination of different approaches to strategy and strategic management and the development of strategic management as an academic discipline. The unit then explores the classical strategic management process with the aim of equipping students with skills to be able to understand and complete a strategic plan. It also considers current issues in strategic management, such as the influence of management theorists and gurus; corporate mergers and acquisitions; downsizing; the relationship between strategic planning and firm performance; and the relationship between corporate governance and strategic orientation.

WORK6118

Managing Communication in Organisations

Credit points: 6 **Session:** Semester 1 **Classes:** Three hours per week
Prohibitions: ECOF6030, ECOF6040 **Assessment:** Continuous: Essays, case studies and/or exam. **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study is designed to introduce students to the theory and practical application of the management of communication in organisations. Advances in technology have had a dramatic impact on communication in recent years and this course will pay particular attention to the impact of these technologies and the implications for management. By the end of this course students will have a good understanding of organisational communications theory including a comprehensive knowledge of the differing styles, channels and content of communication. . In addition, they will have a sound understanding of the technological channels available to manage communication and the associated benefits and challenges that this brings to contemporary organisations. A significant amount of the course will be devoted to practical applications of communication strategies including case study analysis and experiential learning using virtual discussion boards.

ACCT6119

Public Sector Accounts & Accountability

Credit points: 6 **Session:** Semester 1 **Classes:** 1 x 3hr class per week
Assessment: Class presentation; Class participation; Assignment; Final examination. **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study does not require prior study in accounting. The objective of the unit is to assist students to appreciate that financial matters permeate all parts of the public sector, and affect all public sector activities. This unit focuses on accountability structures and arrangements in the public sector, especially those emerging from the changes over the past two decades that have shaped public sector accounting and accountability arrangements today. This unit locates public sector accounting within its wider social, cultural and political setting, and introduces students to some research literature, which is used to help frame analysis and discussion. Emphasis will be on public sector organisations in an Australian and international context. The unit is intended to complement GOVT6327 Managing Public Expenditure. However, it may be taken as a stand alone subject by those interested in the contemporary public sector.

ECMT5003

Management Decision Making

This unit of study is not available in 2008

Credit points: 6 **Session:** Semester 1 **Prohibitions:** ECOF5804 **Assessment:** Examination, Case studies, Assignments, Mid-semester **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

The unit introduces statistical models and tools for decision analysis and their application in managerial settings. It will be shown how use of such models and tools can improve the decision process by helping the decision-maker: understand the structure of the decision, incorporate subjective probabilities as a way to portray risk, measure outcomes in a way that is consistent with attitudes toward risk, and understand the value of information. The importance of sensitivity analysis will be emphasised, as well as the need to combine both quantitative and qualitative considerations in decision-making. There will be strong emphasis throughout the unit on hands-on application of decision analysis tools. Cases will be drawn from small business scenarios, the public policy arena, and corporate settings. Decision-making software will be used extensively.

BACH5268

Developing a Research Project

This unit of study is not available in 2008

Credit points: 6 **Teacher/Coordinator:** Dr Rob Heard, email: r.heard@fhs.usyd.edu.au **Session:** Semester 1, Semester 2 **Classes:** 3 hrs/week semester 1 on campus Delivery Mode: Normal delivery evening Cumb Sem 1, DE Cumb Sem 1, Cumb Sem 2 **Assessment:** 3 assignments **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Evening

Note: Not available for Doctor of Health Science students

This unit provides an overview of the research process and focus on the formulation of a research proposal. It provides students with an opportunity to review and update their knowledge of research methods, and introduce the research electives which concentrate on a particular methodology or aspect of the research process. Basic research design issues are considered. Various methods of data collection are examined together with their suitability for investigating different types of research questions. Students explore the use of quantitative and qualitative data, longitudinal and cross-sectional designs, and data resulting from experimental interview, observation, single case and survey research methods in addition to content analysis and secondary data analysis. Emphasis is placed on the issues of validity and reliability of data collection techniques. Basic statistical procedures are briefly reviewed and applications such as epidemiology and evaluation research are introduced.

Textbooks

Minichiello V, Sullivan G, Greenwood K, & Axford R. (2004) Handbook of Research Methods for Nursing and Health Sciences (2nd ed) Frenchs Forest NSW: Pearson Education Australia.

HIMT5065

Project Management

Credit points: 6 **Teacher/Coordinator:** Dr Aditi Dey **Session:** Semester 1, Semester 2 **Classes:** Intensive, compulsory block mode (4 days, 9am-5pm) **Assessment:** Multiple choice questions/quiz daily in class, 1 x 2000 word case study and 1 x 2500 word workplace portfolio **Campus:** Cumberland **Mode of delivery:** Block Mode

Note: Department permission required for enrolment.

This unit covers all the nine knowledge areas of the Australian Project Management competency standards including planning and scheduling, quality, risks and status reporting. Team and people management issues, managing external dependencies and costs are also covered. Workshop groups use exercises based around a case study to apply principles to various situations.

NURS5032

Reading Topic in Health Care Management

Credit points: 6 **Session:** Semester 1, Semester 2 **Prerequisites:** NURS5025 **Assessment:** Abstract, Reading Topic Plan, essay **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Note: Department permission required for enrolment.

The reading topic in management provides students with the opportunity to complete a comprehensive literature review of a defined management topic of their choice. Topics may be identified from any management area including: management practice, organisational behaviour, public policy and management, financial management, human resource management, information technology management, etc. Enrolment in this unit of study requires permission from the

Associate Dean (Academic) who will appoint an appropriate supervisor, in consultation with the student. Students will be required to present a defence of their chosen topic and pursue their investigation as an independent scholar under the guidance of the nominated supervisor. Assessment will be based on submission of a scholarly paper as a result of their investigation.

NURS5030

Management in Aged Care II

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Department permission required for enrolment.

This unit of study extends concepts and areas examined in Management in Aged Care I. This unit examines issues of quality and safety in aged care, accreditation of aged care facilities and services, occupational health and safety in aged care and aged care in a multicultural community. Vignettes and simulated work scenarios will be interspersed throughout the unit of study to provide an environment for participants to discuss and debate issues and to investigate ways of implementing new ideas, knowledge and skills in their respective workplaces.

BACH5306

International Health Risk Management

This unit of study is not available in 2008

Credit points: 6 **Teacher/Coordinator:** Dr Carol O'Donnell **Session:** Semester 1, Semester 2 **Classes:** Contract learning: no on-campus attendance required. **Assessment:** Two assignments. **Campus:** Cumberland **Mode of delivery:** Distance Education

This unit aims to provide students with an understanding of the requirements of basic health risk management in the context of the principles adopted by the World Health Organization (WHO). Basic principles of health risk management as required by relevant International Labour Organisation (ILO) Conventions and Australian legislation related to health, work and rehabilitation are also addressed. Students develop a program for controlling risks to health in a particular regional environment in the light of these international and national requirements.

BACH5326

Improving Health Systems

This unit of study is not available in 2008

Credit points: 6 **Teacher/Coordinator:** Dr Ian Hughes, email: i.hughes@fhs.usyd.edu.au **Session:** Semester 2 **Classes:** Seminars vary from year to year (see www.fhs.usyd.edu.au/bach/5326.shtml). **Assessment:** Three assignments **Campus:** Cumberland **Mode of delivery:** Distance Education

This seminar series enables postgraduate research and coursework students to explore the uses of systems thinking, complex adaptive systems, and recent advances in networks theory with related practices such as working with communities of knowledge and on the edge of chaos. Student participation in developing emerging ideas and applications is encouraged. Topics and learning activities in this emergent field may change from year to year (eg monthly seminars, day-long workshops, on-line seminars etc). Check the web site at www.fhs.usyd.edu.au/bach/5326.shtml for most recent information.

Textbooks

www.fhs.usyd.edu.au/bach/5326.shtml

NURS5036

Breast Cancer Nursing

This unit of study is not available in 2008

Credit points: 6 **Session:** Winter **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit will enable students to expand their knowledge of the epidemiology, prevention, screening and early detection of breast cancer. The unit will address the pathophysiological basis of breast cancer, and explore in detail the latest treatment modalities. The principles underlying the therapies used in the treatment of breast

cancer, nursing implications and approaches to improve psychosocial outcomes for women and their families will be analysed.

NURS5035

Field Placement

Credit points: 6 **Session:** Semester 1, Semester 2 **Classes:** Professional practice **Assessment:** Project **Campus:** Camperdown/Darlington **Mode of delivery:** Professional Practice

This unit of study is designed to offer a flexible shell for students to engage with an area a management practice in which they wish to gain more experience or develop expertise. This management fieldwork unit provides opportunities for students to integrate theoretical studies with supervised management practice experience and to create a depth of understanding in their chosen area. Students are required to undertake a supernumerary fieldwork placement for a minimum of six weeks either in the organisation in which they are currently employed or in an organisation affiliated with the University of Sydney and as part of the fieldwork experience students are required to complete a negotiated project. The unit is intended primarily for students nearing the end of their course and enrolment depends on the suitability of the fieldwork request and the availability of appropriate supervision.

NURS5033

Management Project

Credit points: 6 **Session:** Semester 1, Semester 2 **Assessment:** research project **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Note: Department permission required for enrolment.

This unit is designed for students to undertake a minor research project in an area of interest or need in their workplace. Supervisors/academic mentors for this unit of study will be determined by the Course Coordinator in consultation with the relevant Head of Department/Associate Dean and the student. Assessment for this unit of study will be by successful completion of the research project and preparation of a research report for publication.

GOVT6331

International Public Management

Credit points: 6 **Session:** Semester 1 **Classes:** Two hours per week **Assessment:** Seminar presentation; Seminar paper; Seminar participation; Essay. **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit uses international literature to: provide an overview of the most significant current international trends in public sector management; evaluate the merits of these developments through explicit comparison and past experience and best practice in Australian organizations; explore the applicability of specific techniques to the local context; critically analyse the forces that have driven the global public management move (such as international agencies and private corporate interests); and encourage students to master both general, system-wide developments as well as best practice specific to their areas of expertise.

IBUS6002

Cross-Cultural Management

Credit points: 6 **Session:** Semester 1, Semester 2, Summer Main **Classes:** 3 hrs of lectures / seminars per week **Assessment:** Individual Assignment; Participation; Final Exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

An understanding of cultural differences and how to manage such differences is critical to effective management in international and multi-cultural business environments. The aim of this unit of study is to provide conceptual frameworks and evidence from practice that will develop an understanding of the ways in which cultures differ, how these differences can impact on management, and how cultural issues can limit organisational effectiveness. Major topics include the significance of culture in international management, the meaning and dimensions of culture, comparative international management and leadership styles, managing communication across cultures, ethics

and social responsibility in global management, cross-cultural negotiation and decision-making, forming and managing global teams, and developing the international and global manager.

WORK6001

Organisational Analysis

Credit points: 6 **Session:** Semester 1 **Classes:** 3 hrs per week **Assessment:** Continuous: Essays, case studies and/or exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit introduces students to the behaviour of people when acting as members of an organisation. The aim of the unit is to provide an understanding of the processes and structures that influence organisational behaviour, by drawing on ideas from psychology, sociology, management and anthropology. Topics covered include: personality and the self; learning and socialisation; motivation and commitment; group behaviour and dynamics; organisational design and boundaries; organisational culture, change and leadership.

WORK6030

Performance and Rewards

Credit points: 6 **Session:** Semester 1 **Classes:** Three hours per week **Assessment:** Continuous: Case study reports, presentations and/or exam. **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit examines the processes and practices associated with contemporary performance and reward management. Results-based, behaviourally-based and competency-based methods of performance management are examined, along with processes of performance review, planning and developing. Coverage of reward management issues includes: job- and person-based approaches to building base pay structures; methods for rewarding individual performance; work group incentives such as gainsharing, goal-sharing and team pay; methods of rewarding employees for organisational performance, including employee share ownership; and performance-related rewards for executives. The unit also examines approaches to developing strategically integrated performance and reward management systems.

WORK6031

Recruitment and Selection

Credit points: 6 **Session:** Semester 2b **Classes:** 39 hours in Intensive mode **Assessment:** Continuous: Essays, case studies and/or exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit examines the purpose and importance of recruitment and selection as a key human resource management function. Specific themes covered include the relationship between recruitment and other human resource management functions, especially staff selection, internal and external sources of recruitment, recruitment methods (advertising, agencies, headhunting), outsourcing as an alternative to recruitment, assessing recruitment effectiveness, legal issues in recruitment, and recruitment and workforce diversity.

WORK6033

Management and Organisational Ethics

Credit points: 6 **Session:** Semester 1a **Classes:** 39 hours in intensive mode **Assessment:** Continuous: Essays, case studies and/or exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit introduces a range of different approaches to management and organisational ethics and the themes and processes associated with each, with a special focus on the field of paid employment. Drawing on a diverse range of philosophical frameworks or varieties of ethical judgement including Kantian philosophy, utilitarianism, distributive justice and Confucian moral traditions, students examine a number of key ethical issues. Issues include: ethical dilemmas facing individuals and managers within organisations (e.g. rights and obligations of employers and employees; affirmative actions and reverse discrimination; whistleblowing; ethical issues for organisations (e.g. computers, ethics and business, deception and misinformation in the areas of collective bargaining, advertising, public relations); and broader questions about the ethical nature of business and its relation with society (e.g. corporate social responsibility, multinational

corporations and international business and environmental/ecological concerns). The unit seeks to encourage students to actively interrogate and clarify their own assumptions, values and world view in relation to these matters.

WORK6034

Human Resource Development

Credit points: 6 **Session:** Semester 2 **Classes:** Three hours per week **Assessment:** Continuous: Essays, case studies and/or exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit examines the theories, practices and debates associated with contemporary human resource development (HRD). The unit begins with an exploration of different conceptions of learning and skill. The process of HRD is examined, with a focus on needs assessment and the delivery and evaluation of learning. The relationship between HRD and other areas of HRM is explored, particularly work organisation, performance management, remuneration and enterprise governance. The role of organisational learning and knowledge management are examined in terms of changing conceptions of organisational structure and performance. A second section of the unit places HRD in the context of the wider environment. Australian policy debates are examined and HRD systems in other countries are introduced and comparisons drawn. The likely success of skills-led models of societal, industry and enterprise development in the context of globalisation and the knowledge economy are discussed. A third section of the unit explores the relationship between HRD and careers. The causes and consequences of changing career structures, the breakdown of internal labour markets and the development of new forms of organisation are examined. Particular attention is given to the issues of executive development and succession planning.

WORK6116

Employment and the Law

This unit of study is not available in 2008

Credit points: 6 **Session:** Semester 2 **Classes:** Two hours per week **Assessment:** Continuous: Essays, case studies and/or exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Note: This unit is not available for students enrolled in the Master of Labour Law Relations

This unit provides an overview of the scope and nature of employment law in Australia, the intersections between the common law of employment and statutory interventions such as industrial awards, enterprise agreements and Australian Workplace Agreements, the legal underpinnings of the award and enterprise bargaining system, the relationship between award prescriptions and the common law employment 'contract', and changes in legal interpretations of the nature of the employment contract. The unit also considers the nature of non-arbitral statutes affecting the employment relationship and the importance of Australia's international obligations in respect of employment and trade union rights.

WORK6002

Foundations of Strategic Management

Credit points: 6 **Session:** Semester 1 **Classes:** Three hours per week **Assessment:** Continuous: Essays, case studies and/or exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit provides a crucial examination of the concept of 'strategy' in the management of organisations beginning with an examination of different approaches to strategy and strategic management and the development of strategic management as an academic discipline. The unit then explores the classical strategic management process with the aim of equipping students with skills to be able to understand and complete a strategic plan. It also considers current issues in strategic management, such as the influence of management theorists and gurus; corporate mergers and acquisitions; downsizing; the relationship between strategic planning and firm performance; and the relationship between corporate governance and strategic orientation.

BACH5268**Developing a Research Project***This unit of study is not available in 2008*

Credit points: 6 **Teacher/Coordinator:** Dr Rob Heard, email: r.heard@fhs.usyd.edu.au **Session:** Semester 1, Semester 2 **Classes:** 3 hrs/week semester 1 on campus Delivery Mode: Normal delivery evening Cumb Sem 1, DE Cumb Sem 1, Cumb Sem 2 **Assessment:** 3 assignments **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Evening

Note: Not available for Doctor of Health Science students

This unit provides an overview of the research process and focus on the formulation of a research proposal. It provides students with an opportunity to review and update their knowledge of research methods, and introduce the research electives which concentrate on a particular methodology or aspect of the research process. Basic research design issues are considered. Various methods of data collection are examined together with their suitability for investigating different types of research questions. Students explore the use of quantitative and qualitative data, longitudinal and cross-sectional designs, and data resulting from experimental interview, observation, single case and survey research methods in addition to content analysis and secondary data analysis. Emphasis is placed on the issues of validity and reliability of data collection techniques. Basic statistical procedures are briefly reviewed and applications such as epidemiology and evaluation research are introduced.

Textbooks

Minichiello V, Sullivan G, Greenwood K, & Axford R. (2004) Handbook of Research Methods for Nursing and Health Sciences (2nd ed) Frenchs Forest NSW: Pearson Education Australia.

IBUS6002**Cross-Cultural Management**

Credit points: 6 **Session:** Semester 1, Semester 2, Summer Main **Classes:** 3 hrs of lectures / seminars per week **Assessment:** Individual Assignment; Participation; Final Exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

An understanding of cultural differences and how to manage such differences is critical to effective management in international and multi-cultural business environments. The aim of this unit of study is to provide conceptual frameworks and evidence from practice that will develop an understanding of the ways in which cultures differ, how these differences can impact on management, and how cultural issues can limit organisational effectiveness. Major topics include the significance of culture in international management, the meaning and dimensions of culture, comparative international management and leadership styles, managing communication across cultures, ethics and social responsibility in global management, cross-cultural negotiation and decision-making, forming and managing global teams, and developing the international and global manager.

BACH5226**Organisational Structures in Health***This unit of study is not available in 2008*

Credit points: 6 **Teacher/Coordinator:** Dr Rosemary Cant (02) 9351 9560 email: r.cant@fhs.usyd.edu.au **Session:** Semester 2 **Classes:** On Campus contract learning **Campus:** Cumberland **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Note: Department permission required for enrolment.

This unit focuses on rational structuring of organisations and relates it to administrative problem solving. It examines the effects of societal context on organisational growth and the interdependence between layers or sectors of organisations. It contrasts the characteristics of private, public sector and voluntary organisations and uses power and interests as analytic concepts to elucidate process. This unit is offered on-campus as a directed independent study unit.

Courses for registered nurses

Core Units

FCNU5013**Interpersonal Relations in Clinical Env**

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** Written Project, Written Workplace Project, WebCT Participation **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Offered in the flexible mode.

This unit of study focuses on professional and interpersonal relationships among professionals, patients, relatives and others. Particular attention is paid to relationships in areas of high stress, potential conflict, potential burnout, harassment and emotionality. Potential and actual effects on staff wellbeing and patient care are explored. Issues that are addressed include conflict and conflict resolution, stress and stressful relationships, managing stress and emotionality, harassment, burnout and discrimination.

NURS5015**Comparative Health Care Systems**

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** Essay, Three WebCT quizzes, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit of study critically analyses and compares contemporary national health care systems, and also locates them in an international context. Three broad themes are explored: (i) political ideologies and their effects to the organization of health care (including funding and resource allocation); (ii) issues of access and equity in health care, and (iii) models of care, primarily biomedical, allied health, and influential non-western approaches to care and the growing relationships between these models. These three themes provide the framework for exploring the nature and effectiveness of the Australian health care system, and also the health care systems of selected OECD and developing nations. These themes also inform a critical examination of the effects of globalisation on health and the delivery of care across national borders, particularly in relation to important current issues in international health and health care. Students will actively engage in a major research project related to one or more of these substantive areas.

NURS5022**Nursing Research Methods & Application**

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** assignment, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit examines the ways in which nursing knowledge, practices and modes of service can be investigated and enhanced. The unit begins with the Nightingale legacy of statistical analyses of morbidity and mortality and their use as key indicators and evidence of nursing, health service and practice efficacy. This unit addresses the range of research designs, methodologies, data analysis/interpretation and processes of reporting that can be appropriately used in the development and evaluation of nursing practices and processes of care.

NURS5012**Assessment and Clinical Judgement**

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Clinical judgment is an integral component of advanced and specialised nursing practice. Clinical judgment involves linking the outcomes of nursing assessment to the delivery of effective nursing care. This unit examines the knowledge, capabilities and clinical skills that are required to undertake nursing assessment in complex situations and will address the processes of knowledge generation and evaluation associated with the development of clinical judgment that informs advanced practice. The unit is generic in its application

and is not therefore specific to any particular field of nursing. Students will have opportunities learn and refine their clinical capabilities in a supportive simulated environment. The unit is focused on learning and refining more advanced and specialised clinical capabilities now being required of registered nurses. Students will also focus on case analysis and case study methods.

NURS5021

Nursing, Midwifery and Work

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Assessment:** assignment, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

The nature of work in the fields of nursing and midwifery is examined in relation to historical, industrial and sociopolitical origins. The unit takes a critical evaluative focus on the perceptions and practices that have shaped the construction of these professions as stereotypical women's work. Students will have the opportunity to examine current issues such as: occupational health and safety; the effects of and assumptions underlying the organisation of shiftwork; patterns of global workforce migration, supply and demand and engagement with the workplace and the effects of such issues on the agency and professional boundaries of nurses and midwives. Wider issues such as the impact of the knowledge economy; globalisation; the increasing use of technology; shifting patterns of morbidity and mortality; and the deployment of nurses and midwives will also be examined.

Cancer Nursing

NURS5025

Understanding Cancer Causes & Therapies

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit of study is a pre requisite for the field of cancer nursing and will provide the scientific basis for cancer nursing practice. The unit will explore cancer epidemiology, with a focus on identifying the determinants and distribution of cancer in defined populations. The reporting and measurement of cancer in Australia will be included. Cancer as a genetic disease is explored and advances in understanding the biology of cancer is critiqued. Biological and physiological principles that support cancer treatments will be reviewed in detail.

NURS5024

Cancer Nursing Practice

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Prerequisites:** NURS5025 **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit will explore the evidence-based knowledge for best nursing practice in cancer treatment and care. The nurse's role in the diagnosis of cancer, treatment and follow up will be investigated. Biomedical approaches to cure and cancer control will be explored, and key principles of cancer nursing therapeutics addressed. The therapeutic nursing role of communicating with patients and their families, translating medical information, educating patients and families, and providing support will be investigated. The unit will also identify common side effects of the medical treatment for cancer and identify best practice for developing related supportive care strategies. The unit will further investigate how nursing services are being reconfigured in Australia to more appropriately meet the needs of people undergoing diagnostic tests or treatment for cancer, rather than for the those of the service or service provider.

NURS5026

Health Promotion in Cancer Recovery

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Prerequisites:** NURS5025 **Assessment:** assignment, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit will analyse the consequences of a cancer diagnosis and the subsequent treatment, on the individual and their family. The short

and long term side effects, impact on quality of life, employment, physical and psychological functioning will be reviewed. Approaches to maximising the individual's recovery will be explored, with specific focus on the role of early interventions, and maintaining individual autonomy. Areas such as body image, fertility, employment, and management of fatigue will be a major focus of this unit.

Clinical Education

NURS5013

Clinical Education

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** Two essays, Examination **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Department permission required for enrolment.

The field of clinical education is explored in the context of the practice professions and continuing changes in technologies, information and evidence bases for practice. The unit involves a study of the literature on the nature of learned and performed skills, what factors affect changing understandings, beliefs, dogma and practice(s) in clinical settings. The unit is interdisciplinary in approach and has a fieldwork/practice component.

NURS5014

Clinical Education Practicum

Credit points: 6 **Session:** Semester 2 **Corequisites:** NURS5013 **Assessment:** Literature review, Presentation, essay **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Note: Department permission required for enrolment.

In this unit of study students will undertake an invivo clinical education performance component as well as written assessments. There will be a period of supervised clinical education during which students will learn about, and demonstrate that they are capable of mentoring, providing supervision and coaching of other clinicians. The relevant research literature of this area and other comparable field, such as performance studies, will be studied and students be required to compile a professional portfolio as part of their assessment.

NURS5040

Clinical Education Reading Topic

Credit points: 6 **Session:** Semester 2 **Classes:** Tutorials **Assessment:** Essay **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

The clinical education reading topic provides students with the opportunity to examine the literature in the area of education. This enables the student to thoroughly explore an area of interest that is relevant to their individual learning needs. Enrolment in this unit of study requires permission of the Associate Dean of Academic, who will appoint an appropriate academic mentor, in consultation with the student. The student is expected to pursue their investigation as an independent scholar under the guidance of their academic mentor and to prepare a scholarly paper as a result of their investigation of the literature.

Emergency Nursing

CLIN5003

Critical Care Nursing

This unit of study is not available in 2008

Credit points: 6 **Session:** Semester 1 **Classes:** intensive block mode **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit provides the opportunity for the student to examine the theoretical and professional aspects of critical care practice. The unit focuses on the nursing assessment of patients who are critically ill and examines principles of the associated technologies. It also introduces students to the non-physical, non-technical impact of critical illness on patients and families, and professional issues related to this area as a field of specialty practice.

CLIN5007**Emergency Nursing**

This unit of study is not available in 2008

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Offered in the flexible mode.

This unit of study is concerned with nursing of people who experience a complex medical, surgical, toxic, drug-related, domestic or mental health emergency. The unit will concern people of all ages, people who are especially at risk and those who may be affected either directly or indirectly by their involvement in such an emergency. It will focus explicitly on the nursing practices associated with the field of emergency health care. The unit will examine current practices and their efficacy and will explore the origins and means by which this area of nursing may be researched.

CLIN5009**Trauma and Resuscitation Nursing**

This unit of study is not available in 2008

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Offered in the flexible mode.

This unit of study is concerned with nursing of people who experience a severe and complex trauma, multisystem failure and other conditions requiring resuscitation. The unit will address situations concerning people of all ages. The unit will focus explicitly on the nursing practices associated with the field of trauma nursing and resuscitation and will examine current practices and their efficacy. The origins and means by which this area of nursing may be researched are debated.

Gerontic Nursing**NURS5034****Trends and Issues in Gerontic Nursing**

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** Book of Readings compilation & summaries, Presentation, literature review **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Department permission required for enrolment.

The impact of advanced gerontic nurse practice on maintaining optimal health of older adults in modern society is highlighted in this unit. Issues associated with an ageing population and the outcome of this phenomenon on modern society and in particular the health care system are examined. The concept of healthy ageing is a central focus of the unit. Psychological and sociological aspects of ageing are discussed as well as demography, morbidity and mortality trends, and socio-political issues. The influence of an ageing population on funding and service delivery will be critiqued and government aged care policy and guideline updates reviewed. The increased vulnerability of some groups of older adults is identified. The future of gerontic nursing is discussed in regard to a rapidly changing health service.

NURS5029**Management in Aged Care I**

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** assignment, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Department permission required for enrolment.

This unit of study is designed to examine current aged care management issues and the contemporary political and policy initiatives underpinning management challenges in the aged care sector. This unit of study will also examine the contemporary legislative requirements in aged care (including the Aged Care Act 1997 and the Nurses and Midwives Act) as they relate to both residential and community aged care services. This unit of study also examines funding in the aged care sector, including the aged care funding instrument (ACFI).

NURS5030**Management in Aged Care II**

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Department permission required for enrolment.

This unit of study extends concepts and areas examined in Management in Aged Care I. This unit examines issues of quality and safety in aged care, accreditation of aged care facilities and services, occupational health and safety in aged care and aged care in a multicultural community. Vignettes and simulated work scenarios will be interspersed throughout the unit of study to provide an environment for participants to discuss and debate issues and to investigate ways of implementing new ideas, knowledge and skills in their respective workplaces.

FCNU5050**Mental Health Assessment & Interventions**

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** Three essays **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Department permission required for enrolment.

This unit of study is designed to provide students with an opportunity to analyse the socio-political context of mental health nursing and to develop skills in mental health assessment and acute intervention for people with mental health problems.

Intensive Care Nursing**CLIN5003****Critical Care Nursing**

This unit of study is not available in 2008

Credit points: 6 **Session:** Semester 1 **Classes:** intensive block mode **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit provides the opportunity for the student to examine the theoretical and professional aspects of critical care practice. The unit focuses on the nursing assessment of patients who are critically ill and examines principles of the associated technologies. It also introduces students to the non-physical, non-technical impact of critical illness on patients and families, and professional issues related to this area as a field of specialty practice.

CLIN5006**Intensive Care: Core Concepts**

This unit of study is not available in 2008

Credit points: 6 **Session:** Semester 1 **Classes:** intensive block mode **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit focuses on nursing people with conditions that commonly require intensive care and will address the following aspects of such care in detail: complex airway management, ventilatory, circulatory, and neurological support. Concepts such as hypoxia, ischaemia, and oedema will be considered in relation to specific clinical states. The communicative and experiential dimensions of such health care crises will also be considered. The unit will also focus explicitly on nursing practices, origins and means by which this area of nursing may be researched and further developed.

CLIN5008**Intensive Care: Integrated Concepts**

This unit of study is not available in 2008

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Offered in the flexible mode.

This unit focuses on the nursing people experiencing complex single organ and multi-organ dysfunction and requiring advanced intensive care including metabolic and endocrine support. The unit also

addresses the care relationship between nurses, patients and families. The unit will also focus explicitly on the nursing practices and the origins and means by which this area of nursing may be researched and further developed.

Mental Health Nursing

FCNU5050

Mental Health Assessment & Interventions

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** Three essays **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Department permission required for enrolment.

This unit of study is designed to provide students with an opportunity to analyse the socio-political context of mental health nursing and to develop skills in mental health assessment and acute intervention for people with mental health problems.

NURS5009

Advanced Mental Health Nursing

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Assessment:** Critique of Policy Directive, Presentation, Essay, Critical analysis **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Department permission required for enrolment.

This unit of study has three major themes that in combination provide a deeper level of understanding of major concepts that underpin contemporary advanced mental health nursing practice. The first is an exploration of, sociopolitical, economic, ethnic-cultural and environmental determinants of mental health and illness in modern Australian society and strategies that support consumers and carers. The second theme concerns humans as relational beings in the context of clinical nursing and principles of advanced psychodynamics that allow an individual to engage in a therapeutic relationship. The third, and most commonly neglected theme, is on the wellbeing of the nurse and ways of taking care of and nurturing the self as a clinician.

NURS5010

Advanced Mental Health Nursing Practicum

Credit points: 6 **Session:** Semester 2 **Corequisites:** NURS5009 **Assessment:** Case Study and Management Plan, Presentation **Campus:** Camperdown/Darlington **Mode of delivery:** Clinical Experience

Note: Department permission required for enrolment.

This unit is available to students who are working in or who will undertake a supervised clinical placement in a mental health care setting for the duration of the semester. The primary focus of the unit is the students' development of advanced mental health practice capabilities and the ability to systematically inquire into clinical issues and concerns specific to this field. Students will undertake a comprehensive longitudinal case study and review the relevant research literature. It will also be a requirement that students demonstrate advanced clinical capabilities in mental health nursing practice.

Nursing Research

FCNU5012

Epidemiology in Nursing

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** Two short answer activities, critique of two papers, essay **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Offered in the flexible mode.

This unit of study focuses on the principles and methods of epidemiology from a nursing perspective. This focus includes the health/illness of population groups, for example the health of indigenous populations. Concepts of epidemiology including the natural history of disease, levels of prevention and causality are explored. Common epidemiological methods are examined and the relevance of epidemiological research findings to nursing practice is considered. The student's ability to critically appraise the literature will be enhanced

by studying this unit. Information from this unit may form a part of a professional portfolio for students.

NURS5015

Comparative Health Care Systems

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** Essay, Three WebCT quizzes, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit of study critically analyses and compares contemporary national health care systems, and also locates them in an international context. Three broad themes are explored: (i) political ideologies and their effects to the organization of health care (including funding and resource allocation); (ii) issues of access and equity in health care, and (iii) models of care, primarily biomedical, allied health, and influential non-western approaches to care and the growing relationships between these models. These three themes provide the framework for exploring the nature and effectiveness of the Australian health care system, and also the health care systems of selected OECD and developing nations. These themes also inform a critical examination of the effects of globalisation on health and the delivery of care across national borders, particularly in relation to important current issues in international health and health care. Students will actively engage in a major research project related to one or more of these substantive areas.

CLIN5042

History of Ideas in Nursing

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode, residential schools **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Distance Education/Intensive on Campus

Note: Offered by distance education only.

The origins of nursing as an occupation and practice discipline will be explored with particular reference to the political, industrial, and scholarly debates and assumptions surrounding the nature of knowledge and knowledge making in nursing and health care. Trends and influences that have shaped, and continue to shape nursing knowledge and practice patterns will be explored and possible futures discussed. Of particular interest will be the impact of postmodernism, the increasing use of technology in health care and new forms of information gathering and usage.

NURS6010

Clinical Qualitative Research

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Assessment:** 2 Essays, participation **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit explores the specific issues related to the use of qualitative research in clinical settings and with clinical populations. In particular, it explores the appropriate uses of a qualitative research methodology in which the experiences of people with a health issue or illness are being researched. The unit focuses specifically on research approaches where human social interaction and/or observation is fundamental to the collection of data. The unit explores issues of design, methods of data collection, ethical and clinical considerations as well as matters related to rigor, analysis and reporting of results.

NURS5022

Nursing Research Methods & Application

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** assignment, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit examines the ways in which nursing knowledge, practices and modes of service can be investigated and enhanced. The unit begins with the Nightingale legacy of statistical analyses of morbidity and mortality and their use as key indicators and evidence of nursing, health service and practice efficacy. This unit addresses the range of research designs, methodologies, data analysis/interpretation and processes of reporting that can be appropriately used in the development and evaluation of nursing practices and processes of care.

NURS5011**Advanced Nursing: Cellular Therapies**

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit uses case-based discussion to assist in the development of a nursing perspective on the physiological consequences of illness. It will build on previous knowledge of the cellular and systemic organization of the body and its functions by developing existing conceptual schemas of the physiological basis of illness and provide a framework for professional dialogue with other health care professionals. Issues of quality use of medicines and clinical safety will provide a framework to explore a variety of pharmacotherapies, radiological and molecular diagnostic and therapeutic interventions associated with specified areas of practice.

NURS6011**Practice Development Project**

Credit points: 12 **Session:** Semester 1, Semester 2 **Classes:** Supervised work **Assessment:** Practice project **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Note: Department permission required for enrolment.

Students who elect to undertake this unit of study will have the opportunity to do advanced work on an area of practice, or a particular practice, in Nursing or Midwifery. The project will generally involve three stages: first, conducting a review of the available research literature; second, examining other forms of evidence, such as written policies and protocols or actual practices; and third, composing a written report on the ways in which practice can be enhanced and/or further investigated by original research. This project will be highly suited to currently practising nurses and midwives whose professional responsibilities and interests include clinical leadership, practice development and/or the use of evidence in practice.

NURS5021**Nursing, Midwifery and Work**

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Assessment:** assignment, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

The nature of work in the fields of nursing and midwifery is examined in relation to historical, industrial and sociopolitical origins. The unit takes a critical evaluative focus on the perceptions and practices that have shaped the construction of these professions as stereotypical women's work. Students will have the opportunity to examine current issues such as: occupational health and safety; the effects of and assumptions underlying the organisation of shiftwork; patterns of global workforce migration, supply and demand and engagement with the workplace and the effects of such issues on the agency and professional boundaries of nurses and midwives. Wider issues such as the impact of the knowledge economy; globalisation; the increasing use of technology; shifting patterns of morbidity and mortality; and the deployment of nurses and midwives will also be examined.

Graduate Diploma in Midwifery**MIDI5001****Midwifery Foundations and Practice**

This unit of study is not available in 2008

Credit points: 6 **Session:** S1 Intensive **Classes:** Lectures, tutorials **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study will provide students with a knowledge base in relation to normal conception, pregnancy, birth and the postnatal period prior to their commencement in the clinical environment. A primary health care focus as it applies to childbearing will be adopted. The unit will assist students in gaining an understanding of the scientific knowledge that underpins midwifery practice. The anatomy and physiology of reproduction will be covered as it relates to understanding of the normal childbearing process, that is conception, pregnancy, labour, birth and the puerperium. Issues for the

childbearing family and midwifery care are briefly explored from historical, cultural and ideological perspectives. An overview of the current models of midwifery care will be given and interpersonal/therapeutic communications will be introduced. Cultural diversity (including indigenous Australians) and issues related to the provision of midwifery care will be covered at an introductory level within this unit of study

MIDI5004**Inquiry and Evidence in Midwifery**

This unit of study is not available in 2008

Credit points: 6 **Session:** Semester 1b **Classes:** lectures, tutorials **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Midwifery knowledge is generated through a process of inquiry into the practice of the discipline and by examining personal experience, research texts and journals. Critical analysis of these various modes of inquiry will be used to investigate midwifery practice and/or matters of interest to midwives. Areas of midwifery that require further inquiry to provide a sound evidence base for practice will be identified and explored. Opportunities will be provided to experience the inquiry process with reference to clinically related situations.

MIDI5002**Midwifery Clinical Experience A**

This unit of study is not available in 2008

Credit points: 6 **Session:** Semester 1 **Classes:** clinical placements **Prerequisites:** MIDI5001 **Corequisites:** MIDI5003 **Assessment:** clinical placement assessment **Campus:** Camperdown/Darlington **Mode of delivery:** Clinical Experience

The aim of Midwifery Clinical Experience A is to provide students with experiences delivering appropriate care to women and their families throughout childbearing. During this unit of study students have the opportunity to commence the midwifery clinical experience required by the Nurses and Midwives Board of New South Wales and write these up in the Midwifery Clinical Practice Record. The unit of study provides opportunities to integrate the theoretical studies with midwifery clinical experience.

MIDI5003**Contemporary Midwifery in Context**

Credit points: 6 **Session:** Semester 1a **Classes:** lectures, tutorials **Prerequisites:** MIDI 5001 **Corequisites:** MIDI 5002 **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study will build upon the Midwifery Foundations and Practice unit. The principles of primary health care and woman centered approach to midwifery practice will continue to be integrated throughout this unit to enable students to understand and apply the principles in planning midwifery care. Assessment and monitoring of the progress of a woman and her baby (foetus) during pregnancy, labour, birth and postnatal period will be addressed. Assessment of the education requirements of the woman and her family during the childbearing period (including preconception) and how these might be addressed will be covered. Issues affecting childbearing will be further explored from socio-political, legal, ethical, cultural, environmental, psychological and spiritual perspectives.

MIDI5005**Midwifery Care in Complex Situations A**

This unit of study is not available in 2008

Credit points: 6 **Session:** S2 Intensive **Classes:** Lectures, tutorials **Prerequisites:** MIDI5001, MIDI5003 **Corequisites:** MIDI5008 **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study builds on knowledge and skills gained in Midwifery Foundations and Practice and Contemporary Midwifery in Context. It is designed to prepare students to provide appropriate woman centered midwifery care, at a beginning practitioner level, throughout

childbearing in complex midwifery situations. It will address situations that deviate from the normal.

MIDI5006

Midwifery Care in Complex Situations B

This unit of study is not available in 2008

Credit points: 6 **Session:** Semester 2a **Classes:** lectures, tutorials
Prerequisites: MIDI5002, MIDI5005 **Corequisites:** MIDI5008 **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit is studied concurrently with Midwifery Clinical Experience B. It is designed to prepare students to continue to provide appropriate midwifery care, at a beginning practitioner level, for the woman and her family throughout childbearing in complex midwifery situations.

MIDI5007

Professional Issues in Midwifery

Credit points: 6 **Session:** Semester 2b **Classes:** lectures, tutorials
Prerequisites: MIDI5002, MIDI5005 **Assessment:** assignments, exam
Campus: Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study embraces a range of issues surrounding contemporary midwifery practice such as models of midwifery practice, therapeutic communication skills and ethical issues, contemporary motherhood, parenting and family dynamics. The unit will enable students to develop competencies in the application of therapeutic communications in midwifery and to develop an ethical decision-making framework for the complex issues that may arise in their practice.

MIDI5008

Midwifery Clinical Experience B

This unit of study is not available in 2008

Credit points: 6 **Session:** S2 Late Int **Classes:** clinical placement
Prerequisites: MIDI5002 **Corequisites:** MIDI5005, MIDI5006 **Assessment:** clinical performance assessment **Campus:** Camperdown/Darlington **Mode of delivery:** Clinical Experience

The aim of Midwifery Clinical Experience B is to provide students with experiences delivering appropriate care to women and their families throughout childbearing; the opportunity to continue the midwifery clinical experience required by the Nurses and Midwives Board of New South Wales. The unit of study provides the opportunities for the students to integrate their concurrent theoretical studies with midwifery clinical experience.

Master of Midwifery

FCNU5037

History of Ideas in Midwifery

Credit points: 6 **Session:** Semester 1 **Classes:** intensive, residential schools
Assessment: assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Note: Offered in the flexible mode.

The origins of the midwife will be explored with particular reference to the political, industrial, scholarly debates and assumptions surrounding the nature of knowledge and knowledge making in midwifery and health care. Trends and influences that have shaped, and continue to shape midwifery knowledge and practice will be explored and possible futures discussed. Of particular interest will be the impact of postmodernism, the increasing use of technologies in midwifery and new forms of information gathering and usage.

MIDI6002

Midwifery Research Methods & Application

Credit points: 6 **Session:** Semester 1 **Classes:** Seminars **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit examines the ways in which midwifery knowledge, practices and modes of service can be investigated and enhanced. The unit begins with the Nightingale legacy of statistical analyses of morbidity

and mortality and their use as key indicators and evidence of midwifery/nursing, health service and practice efficacy. This unit addresses the range of research designs, methodologies, data analysis/interpretation and processes of reporting that can be appropriately used in the development and evaluation of midwifery practices and processes of care.

NURS5021

Nursing, Midwifery and Work

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Assessment:** assignment, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

The nature of work in the fields of nursing and midwifery is examined in relation to historical, industrial and sociopolitical origins. The unit takes a critical evaluative focus on the perceptions and practices that have shaped the construction of these professions as stereotypical women's work. Students will have the opportunity to examine current issues such as: occupational health and safety; the effects of and assumptions underlying the organisation of shiftwork; patterns of global workforce migration, supply and demand and engagement with the workplace and the effects of such issues on the agency and professional boundaries of nurses and midwives. Wider issues such as the impact of the knowledge economy; globalisation; the increasing use of technology; shifting patterns of morbidity and mortality; and the deployment of nurses and midwives will also be examined.

NURS5015

Comparative Health Care Systems

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** Essay, Three WebCT quizzes, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit of study critically analyses and compares contemporary national health care systems, and also locates them in an international context. Three broad themes are explored: (i) political ideologies and their effects to the organization of health care (including funding and resource allocation); (ii) issues of access and equity in health care, and (iii) models of care, primarily biomedical, allied health, and influential non-western approaches to care and the growing relationships between these models. These three themes provide the framework for exploring the nature and effectiveness of the Australian health care system, and also the health care systems of selected OECD and developing nations. These themes also inform a critical examination of the effects of globalisation on health and the delivery of care across national borders, particularly in relation to important current issues in international health and health care. Students will actively engage in a major research project related to one or more of these substantive areas.

NURS5013

Clinical Education

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** Two essays, Examination **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Department permission required for enrolment.

The field of clinical education is explored in the context of the practice professions and continuing changes in technologies, information and evidence bases for practice. The unit involves a study of the literature on the nature of learned and performed skills, what factors affect changing understandings, beliefs, dogma and practice(s) in clinical settings. The unit is interdisciplinary in approach and has a fieldwork/practice component.

NURS5012

Assessment and Clinical Judgement

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Clinical judgment is an integral component of advanced and specialised nursing practice. Clinical judgment involves linking the outcomes of nursing assessment to the delivery of effective nursing

care. This unit examines the knowledge, capabilities and clinical skills that are required to undertake nursing assessment in complex situations and will address the processes of knowledge generation and evaluation associated with the development of clinical judgment that informs advanced practice. The unit is generic in its application and is not therefore specific to any particular field of nursing. Students will have opportunities learn and refine their clinical capabilities in a supportive simulated environment. The unit is focused on learning and refining more advanced and specialised clinical capabilities now being required of registered nurses. Students will also focus on case analysis and case study methods.

NURS6010

Clinical Qualitative Research

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Assessment:** 2 Essays, participation **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit explores the specific issues related to the use of qualitative research in clinical settings and with clinical populations. In particular, it explores the appropriate uses of a qualitative research methodology in which the experiences of people with a health issue or illness are being researched. The unit focuses specifically on research approaches where human social interaction and/or observation is fundamental to the collection of data. The unit explores issues of design, methods of data collection, ethical and clinical considerations as well as matters related to rigor, analysis and reporting of results.

MIDI5007

Professional Issues in Midwifery

Credit points: 6 **Session:** Semester 2b **Classes:** lectures, tutorials **Prerequisites:** MIDI5002, MIDI5005 **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study embraces a range of issues surrounding contemporary midwifery practice such as models of midwifery practice, therapeutic communication skills and ethical issues, contemporary motherhood, parenting and family dynamics. The unit will enable students to develop competencies in the application of therapeutic communications in midwifery and to develop an ethical decision-making framework for the complex issues that may arise in their practice.

MIDI6010

Midwifery Project

Credit points: 12 **Session:** Semester 1, Semester 2 **Classes:** Tutorials **Assessment:** Assignments **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Note: Department permission required for enrolment.

This 12 credit point project aims to give midwifery students the opportunity to develop the skills required to undertake an advanced independent investigation on a topic or issue of relevance to the midwifery profession. Students may develop a proposal for independent research on a topic, a comprehensive literature review on a topic or produce a substantial paper that demonstrates the application of scholarly literature to a current issue in midwifery.

Midwifery Research

FCNU5012

Epidemiology in Nursing

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** Two short answer activities, critique of two papers, essay **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Offered in the flexible mode.

This unit of study focuses on the principles and methods of epidemiology from a nursing perspective. This focus includes the health/illness of population groups, for example the health of indigenous populations. Concepts of epidemiology including the natural history of disease, levels of prevention and causality are explored. Common epidemiological methods are examined and the relevance

of epidemiological research findings to nursing practice is considered. The student's ability to critically appraise the literature will be enhanced by studying this unit. Information from this unit may form a part of a professional portfolio for students.

NURS5015

Comparative Health Care Systems

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** Essay, Three WebCT quizzes, Written examination **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit of study critically analyses and compares contemporary national health care systems, and also locates them in an international context. Three broad themes are explored: (i) political ideologies and their effects to the organization of health care (including funding and resource allocation); (ii) issues of access and equity in health care, and (iii) models of care, primarily biomedical, allied health, and influential non-western approaches to care and the growing relationships between these models. These three themes provide the framework for exploring the nature and effectiveness of the Australian health care system, and also the health care systems of selected OECD and developing nations. These themes also inform a critical examination of the effects of globalisation on health and the delivery of care across national borders, particularly in relation to important current issues in international health and health care. Students will actively engage in a major research project related to one or more of these substantive areas.

FCNU5037

History of Ideas in Midwifery

Credit points: 6 **Session:** Semester 1 **Classes:** intensive, residential schools **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Note: Offered in the flexible mode.

The origins of the midwife will be explored with particular reference to the political, industrial, scholarly debates and assumptions surrounding the nature of knowledge and knowledge making in midwifery and health care. Trends and influences that have shaped, and continue to shape midwifery knowledge and practice will be explored and possible futures discussed. Of particular interest will be the impact of postmodernism, the increasing use of technologies in midwifery and new forms of information gathering and usage.

NURS6010

Clinical Qualitative Research

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Assessment:** 2 Essays, participation **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit explores the specific issues related to the use of qualitative research in clinical settings and with clinical populations. In particular, it explores the appropriate uses of a qualitative research methodology in which the experiences of people with a health issue or illness are being researched. The unit focuses specifically on research approaches where human social interaction and/or observation is fundamental to the collection of data. The unit explores issues of design, methods of data collection, ethical and clinical considerations as well as matters related to rigor, analysis and reporting of results.

MIDI6002

Midwifery Research Methods & Application

Credit points: 6 **Session:** Semester 1 **Classes:** Seminars **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit examines the ways in which midwifery knowledge, practices and modes of service can be investigated and enhanced. The unit begins with the Nightingale legacy of statistical analyses of morbidity and mortality and their use as key indicators and evidence of midwifery/nursing, health service and practice efficacy. This unit addresses the range of research designs, methodologies, data analysis/interpretation and processes of reporting that can be

appropriately used in the development and evaluation of midwifery practices and processes of care.

MIDI5007

Professional Issues in Midwifery

Credit points: 6 **Session:** Semester 2b **Classes:** lectures, tutorials
Prerequisites: MIDI5002, MIDI5005 **Assessment:** assignments, exam
Campus: Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit of study embraces a range of issues surrounding contemporary midwifery practice such as models of midwifery practice, therapeutic communication skills and ethical issues, contemporary motherhood, parenting and family dynamics. The unit will enable students to develop competencies in the application of therapeutic communications in midwifery and to develop an ethical decision-making framework for the complex issues that may arise in their practice.

MIDI6010

Midwifery Project

Credit points: 12 **Session:** Semester 1, Semester 2 **Classes:** Tutorials
Assessment: Assignments **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Note: Department permission required for enrolment.

This 12 credit point project aims to give midwifery students the opportunity to develop the skills required to undertake an advanced independent investigation on a topic or issue of relevance to the midwifery profession. Students may develop a proposal for independent research on a topic, a comprehensive literature review on a topic or produce a substantial paper that demonstrates the application of scholarly literature to a current issue in midwifery.

NURS5021

Nursing, Midwifery and Work

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Assessment:** assignment, exam
Campus: Camperdown/Darlington **Mode of delivery:** Block Mode

The nature of work in the fields of nursing and midwifery is examined in relation to historical, industrial and sociopolitical origins. The unit takes a critical evaluative focus on the perceptions and practices that have shaped the construction of these professions as stereotypical women's work. Students will have the opportunity to examine current issues such as: occupational health and safety; the effects of and assumptions underlying the organisation of shiftwork; patterns of global workforce migration, supply and demand and engagement with the workplace and the effects of such issues on the agency and professional boundaries of nurses and midwives. Wider issues such as the impact of the knowledge economy; globalisation; the increasing use of technology; shifting patterns of morbidity and mortality; and the deployment of nurses and midwives will also be examined.

Honours

NURS6012

Nursing Dissertation

Credit points: 24 **Session:** Semester 2 **Campus:** Camperdown/Darlington
Mode of delivery: Normal (lecture/lab/tutorial) Day

Note: Department permission required for enrolment.

This 24 credit point dissertation will provide nurses with the opportunity to write a detailed proposal for a research problem/issue arising from their clinical practice area. Alternatively students may develop a scholarly work that would document a detailed advanced investigation on a topic area of professional interest or for an identified nursing issue/problem. Both options require that the student demonstrate the application of scholarly literature to the topic/area and advanced writing skills.

Semester 1, Electives

CLIN5013

Illness, Experience and Embodiment

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Assessment:** assignments, exam
Campus: Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Offered in the flexible mode.

This unit of study is concerned with ways in which experiences of illness, (di)stress and recovery can be understood from the subjective perspective(s) of the patient/client and the people who are closely associated with them. The major emphasis is on the meaning world of others and its influence on responses to illness and (di)stress. While this unit of study is not a methodology unit of study per se, it provides theoretical, methodological and clinical background for conducting interpersonally-oriented research projects in clinical practice.

NURS5029

Management in Aged Care I

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** assignment, exam
Campus: Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Department permission required for enrolment.

This unit of study is designed to examine current aged care management issues and the contemporary political and policy initiatives underpinning management challenges in the aged care sector. This unit of study will also examine the contemporary legislative requirements in aged care (including the Aged Care Act 1997 and the Nurses and Midwives Act) as they relate to both residential and community aged care services. This unit of study also examines funding in the aged care sector, including the aged care funding instrument (ACFI).

NURS5023

Palliative Nursing

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Campus:** Camperdown/Darlington
Mode of delivery: Block Mode

The unit will critically analyse the developments of palliative care as a new specialty area in healthcare. It will focus on the physical, psychological and supportive approaches to symptom management, their role in improving the quality of life for individuals (and their families) living with a life threatening illness. The skills and knowledge nurses require as members of an interdisciplinary team providing quality palliative care is explored. The unit will critique the WHO philosophy of active total care of patients whose disease is not responsive to curative treatment. The challenging goal of achieving the best quality of life for patients and their families within the contemporary Australian health care system will be explored.

FCNU5012

Epidemiology in Nursing

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** Two short answer activities, critique of two papers, essay
Campus: Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Offered in the flexible mode.

This unit of study focuses on the principles and methods of epidemiology from a nursing perspective. This focus includes the health/illness of population groups, for example the health of indigenous populations. Concepts of epidemiology including the natural history of disease, levels of prevention and causality are explored. Common epidemiological methods are examined and the relevance of epidemiological research findings to nursing practice is considered. The student's ability to critically appraise the literature will be enhanced by studying this unit. Information from this unit may form a part of a professional portfolio for students.

NURS5025**Understanding Cancer Causes & Therapies**

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit of study is a pre requisite for the field of cancer nursing and will provide the scientific basis for cancer nursing practice. The unit will explore cancer epidemiology, with a focus on identifying the determinants and distribution of cancer in defined populations. The reporting and measurement of cancer in Australia will be included. Cancer as a genetic disease is explored and advances in understanding the biology of cancer is critiqued. Biological and physiological principles that support cancer treatments will be reviewed in detail.

FCNU5050**Mental Health Assessment & Interventions**

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** Three essays **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Department permission required for enrolment.

This unit of study is designed to provide students with an opportunity to analyse the socio-political context of mental health nursing and to develop skills in mental health assessment and acute intervention for people with mental health problems.

NURS5034**Trends and Issues in Gerontic Nursing**

Credit points: 6 **Session:** Semester 1 **Classes:** intensive mode **Assessment:** Book of Readings compilation & summaries, Presentation, literature review **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Department permission required for enrolment.

The impact of advanced gerontic nurse practice on maintaining optimal health of older adults in modern society is highlighted in this unit. Issues associated with an ageing population and the outcome of this phenomenon on modern society and in particular the health care system are examined. The concept of healthy ageing is a central focus of the unit. Psychological and sociological aspects of ageing are discussed as well as demography, morbidity and mortality trends, and socio-political issues. The influence of an ageing population on funding and service delivery will be critiqued and government aged care policy and guideline updates reviewed. The increased vulnerability of some groups of older adults is identified. The future of gerontic nursing is discussed in regard to a rapidly changing health service.

EDPE6016**Adult Learning and Development**

Credit points: 6 **Teacher/Coordinator:** Dr Richard Walker **Session:** Semester 1 **Classes:** 13 wks x 2 hrs **Assessment:** seminar paper and presentation; and essay **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit examines selected issues relating to adult development and adult learning. Concepts of growth and decline are explored, particularly in relation to cognitive development, transitions in the workplace, within families, and in other social contexts. Considerations of adult learning focus on adult conceptions of learning, metacognition, and the nature of expertise. It considers contexts for adult learning, and concepts of self-directed and self-regulated learning.

EDPH5001**Foundations of Health Ed and Promotion**

This unit of study is not available in 2008

Credit points: 6 **Session:** Semester 1 **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

EDPA6016**Organisations as Learning Communities**

Credit points: 6 **Teacher/Coordinator:** Dr Kevin Laws **Session:** Semester 1 **Classes:** 13 wks x 2 hrs (lectures and tutorials) **Assessment:** 2 written assignments **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

In a rapidly changing world the necessity for an organisation to improve performance in order to keep pace and even be in the forefront of changes is an imperative for long-term survival. This unit explores the concepts of the learning organisation and organisational learning and investigates strategies that may be used to improve organisational performance.

NURS5032**Reading Topic in Health Care Management**

Credit points: 6 **Session:** Semester 1, Semester 2 **Prerequisites:** NURS5025 **Assessment:** Abstract, Reading Topic Plan, essay **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Note: Department permission required for enrolment.

The reading topic in management provides students with the opportunity to complete a comprehensive literature review of a defined management topic of their choice. Topics may be identified from any management area including: management practice, organisational behaviour, public policy and management, financial management, human resource management, information technology management, etc. Enrolment in this unit of study requires permission from the Associate Dean (Academic) who will appoint an appropriate supervisor, in consultation with the student. Students will be required to present a defence of their chosen topic and pursue their investigation as an independent scholar under the guidance of the nominated supervisor. Assessment will be based on submission of a scholarly paper as a result of their investigation.

Semester 2, Electives**NURS6011****Practice Development Project**

Credit points: 12 **Session:** Semester 1, Semester 2 **Classes:** Supervised work **Assessment:** Practice project **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

Note: Department permission required for enrolment.

Students who elect to undertake this unit of study will have the opportunity to do advanced work on an area of practice, or a particular practice, in Nursing or Midwifery. The project will generally involve three stages: first, conducting a review of the available research literature; second, examining other forms of evidence, such as written policies and protocols or actual practices; and third, composing a written report on the ways in which practice can be enhanced and/or further investigated by original research. This project will be highly suited to currently practising nurses and midwives whose professional responsibilities and interests include clinical leadership, practice development and/or the use of evidence in practice.

NURS5030**Management in Aged Care II**

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

Note: Department permission required for enrolment.

This unit of study extend concepts and areas examined in Management in Aged Care I. This unit examines issues of quality and safety in aged care, accreditation of aged care facilities and services, occupational health and safety in aged care and aged care in a multicultural community. Vignettes and simulated work scenarios will be interspersed throughout the unit of study to provide an environment for participants to discuss and debate issues and to investigate ways of implementing new ideas, knowledge and skills in their respective workplaces.

NURS5011**Advanced Nursing: Cellular Therapies**

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit uses case-based discussion to assist in the development of a nursing perspective on the physiological consequences of illness.

It will build on previous knowledge of the cellular and systemic organization of the body and its functions by developing existing conceptual schemas of the physiological basis of illness and provide a framework for professional dialogue with other health care professionals. Issues of quality use of medicines and clinical safety will provide a framework to explore a variety of pharmacotherapies, radiological and molecular diagnostic and therapeutic interventions associated with specified areas of practice.

NURS6010

Clinical Qualitative Research

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Assessment:** 2 Essays, participation **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit explores the specific issues related to the use of qualitative research in clinical settings and with clinical populations. In particular, it explores the appropriate uses of a qualitative research methodology in which the experiences of people with a health issue or illness are being researched. The unit focuses specifically on research approaches where human social interaction and/or observation is fundamental to the collection of data. The unit explores issues of design, methods of data collection, ethical and clinical considerations as well as matters related to rigor, analysis and reporting of results.

CLIN5021

Reading Topic

Credit points: 6 **Session:** Semester 1, Semester 2 **Classes:** Distance Education **Assessment:** 5000 word essay **Campus:** Camperdown/Darlington **Mode of delivery:** Distance Education

Note: Department permission required for enrolment.

The reading topic provides students with the opportunity to examine the literature on a defined topic of their choice. Enrolment in this unit requires the permission of the Head of Department, who will appoint an appropriate supervisor, in consultation with the student. The student is expected to pursue their investigation as an independent scholar under the guidance of their supervisor and to prepare a scholarly paper as a result of their investigation of the literature.

NURS5024

Cancer Nursing Practice

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Prerequisites:** NURS5025 **Assessment:** assignments, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit will explore the evidence-based knowledge for best nursing practice in cancer treatment and care. The nurse's role in the diagnosis of cancer, treatment and follow up will be investigated. Biomedical approaches to cure and cancer control will be explored, and key principles of cancer nursing therapeutics addressed. The therapeutic nursing role of communicating with patients and their families, translating medical information, educating patients and families, and providing support will be investigated. The unit will also identify common side effects of the medical treatment for cancer and identify best practice for developing related supportive care strategies. The unit will further investigate how nursing services are being reconfigured in Australia to more appropriately meet the needs of people undergoing diagnostic tests or treatment for cancer, rather than for the those of the service or service provider.

NURS5026

Health Promotion in Cancer Recovery

Credit points: 6 **Session:** Semester 2 **Classes:** intensive mode **Prerequisites:** NURS5025 **Assessment:** assignment, exam **Campus:** Camperdown/Darlington **Mode of delivery:** Block Mode

This unit will analyse the consequences of a cancer diagnosis and the subsequent treatment, on the individual and their family. The short and long term side effects, impact on quality of life, employment, physical and psychological functioning will be reviewed. Approaches to maximising the individual's recovery will be explored, with specific focus on the role of early interventions, and maintaining individual

autonomy. Areas such as body image, fertility, employment, and management of fatigue will be a major focus of this unit.

NURS5037

Therapeutic Nursing in Head/Neck Cancer

This unit of study is not available in 2008

Credit points: 6 **Session:** Winter **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit will enable students to expand their knowledge in the pathophysiology of cancers broadly classified as head and neck. The epidemiology of, screening and treatment modalities for head and neck cancers will be reviewed. The short and long term quality of life issues associated with a diagnosis of head and neck cancer will be analysed with specific focus on the therapeutic nursing interventions that can improve outcomes for both the patient and their family. Specific interventions that focus on sexuality and body image, functional psychosocial care, quality of life issues, nutrition and speech will be covered in detail.

NURS5036

Breast Cancer Nursing

This unit of study is not available in 2008

Credit points: 6 **Session:** Winter **Campus:** Camperdown/Darlington **Mode of delivery:** Normal (lecture/lab/tutorial) Day

This unit will enable students to expand their knowledge of the epidemiology, prevention, screening and early detection of breast cancer. The unit will address the pathophysiological basis of breast cancer, and explore in detail the latest treatment modalities. The principles underlying the therapies used in the treatment of breast cancer, nursing implications and approaches to improve psychosocial outcomes for women and their families will be analysed.

19. Research degree course information

Research degrees

The Faculty of Nursing and Midwifery at the University of Sydney has a strong commitment to teaching and research in many aspects of nursing and midwifery and their practice. The Faculty provides first class student resources. The Faculty is committed to excellence in postgraduate research education.

Students wishing to undertake a research degree at the Faculty have the opportunity to work with staff in a number of different fields including the major research areas of ageing, Indigenous health and nursing, midwifery and patient processes of care and the illness experience.

The Faculty supports a Research Development Support Unit designed to strengthen and grow research within the Faculty by assisting existing researchers and fostering a supportive environment for early career researchers and research students.

The Faculty also has a Nursing History Research Unit promoting research into nursing history. It is connected to national and international nursing history centres.

Choosing a topic

Candidates will need to have decided on a basic topic of study before applying for a research degree, and, as part of the application procedure, attach a research proposal. It is also essential to have chosen a basic area of research and to have discussed the research project with an academic member of staff and/or a preferred supervisor before completing the application form.

To assist with choosing a topic and supervisor, prospective candidates may like to explore the research interests of the academic staff of the Faculty. You may also wish to explore current students' research topics. There are also existing research opportunities within the Faculty offering specific topics and projects.

Detailed information on preparing a research proposal may be found on the Faculty's website or by contacting the Faculty.

Research degrees offered

- Bachelor of Nursing (Honours)
- Master of Nursing (Honours)
- Master of Philosophy (Nursing)
- Doctor of Health Services Management
- Doctor of Philosophy

Bachelor of Nursing (Honours)

Students who have completed a Bachelor of Nursing are invited to apply for the Honours program. This involves studying two units relating to research methods and the preparation of a thesis. Students undertake research work independently under the guidance of a supervisor.

Entry requirements

Applications to the Bachelor of Nursing (Honours) are open to students who are considered by the Faculty to have the requisite knowledge and aptitude to undertake the course. Applicants are expected to have completed their Bachelor of Nursing at credit level or above from the University of Sydney or equivalent university.

Workload

The Bachelor of Nursing (Honours) can be studied full-time (one year) or part-time (two years).

The degree combines a research project – devised by the student – with some coursework. The coursework involves two units of study relating to research methods and the preparation of the thesis. The thesis is expected to be approximately 20,000 words.

Further study

Students who successfully gain First Class or Second Class, Division 1, Honours are eligible for entry into a PhD within the Faculty.

Master of Nursing (Honours)

The Master of Nursing (Honours) is an additional option for students completing the Master of Nursing. This option may be used by clinicians with an interest or experience in research work to develop a formal and detailed proposal for higher degree study or to conduct in-depth exploration of a topic of professional relevance.

Entry requirements

Applicants for the Master of Nursing (Honours) course are accepted on the basis of previous qualifications and experience, plus the nature and scope of the student's intended research project and its relevance to nursing.

The admission requirements for a Master of Nursing (Honours) include:

- an appropriate masters degree with a credit average or above, or hold qualifications deemed by the Dean to be equivalent
- be registered or eligible for registration to practise nursing in an Australian state or territory (or in their country of origin)
- relevant post-registration experience as a registered nurse.

Students intending to apply for candidature must submit a 1–2 page research proposal with their application.

Workload

This degree may be undertaken either full-time (one semester) or part-time (two semesters).

The degree is a research-based degree assessed by thesis. Candidates write a thesis of around 20,000 words on a topic of their choice. During their candidature students work closely with their supervisors who must be consulted regularly about the general planning of the thesis and the work in progress.

Participation in the Faculty's research student seminar program including the annual presentation of a seminar is expected.

Because the Master of Nursing (Honours) is a thesis-based research degree, there are no coursework classes to attend. However, candidates may be required to undertake some coursework units of study that are approved by the supervisors.



Master of Philosophy (Nursing)

The Master of Philosophy (Nursing) degree is a research degree awarded for a thesis focusing on research into aspects of nursing practice. Some coursework in research techniques will be required but in no case is this a major component of the degree. Candidates work individually on a research project under the direction of a Faculty-appointed supervisor.

Entry requirements

Students wishing to enrol in this degree should have a bachelor's degree with First or upper Second Class Honours (2nd Class, Division 1) or a master's degree from the University of Sydney, or equivalent qualifications from another university or institution and be registered or eligible to register to practice nursing in Australia. Post-registration nursing experience is also required.

Workload

The Master of Philosophy is a research-based degree assessed by thesis. Candidates must write a thesis of approximately 60,000 words on a topic of their choice. During their candidature students work closely with their supervisors who must be consulted regularly about the general planning of the thesis and the work in progress. Participation in the Faculty's research student seminar program including the annual presentation of a seminar is expected.

Doctor of Health Services Management

This is a professional doctorate studied over two years full time or four years part time. Candidates will study specific units in qualitative and quantitative research methods, undertake a literature review and submit a research proposal. A thesis of between 40,000 and 60,000 words completes the award.

The Doctor of Health Services Management is designed for students who wish to research their area of specialisation in depth or improve their professional practice in the area of health services management. This degree focuses on researching managerial issues in the health services area through critical review and the application of theories and research.

This research degree provides students with opportunity to undertake comprehensive research in the management of health care services and organisations. It is underpinned by knowledge of organisations, particularly those in the public sector and an understanding of requirements in areas such as human resources, finance and quality and safety, which are mandatory under current policy and legislative initiatives governing health care organisations and subsequently health services management practice. This research degree allows students to continue to work in their chosen field and undertake a major research project at the same time.

The Doctor of Health Services Management is intended for students who are currently engaged in health services management and who have extensive experience in this field. It is designed to meet the needs of professional health services managers who would like to undertake a higher degree but who may not have the necessary background, or desire, to commence a PhD. The degree is more structured than a PhD with students studying a number of coursework units in research methods, prior to completing an industry related project and takes into account professional experience in the area of health services management as well as previous academic experience.

Entry requirements

Admission to the doctorate requires a masters or an honours degree from an Australian university (or equivalent) and health care sector or professional practice experience of not less than five years.

Doctor of Philosophy

This is a research degree awarded for a thesis considered to be a substantially original contribution to the knowledge within the discipline. Some coursework may be required as part of the degree but in no case is it a major component. The length of the doctoral thesis varies but would not be expected to exceed 100,000 words. The length of candidature would be a minimum of 2–3 years full time (pro rata for part-time study).

Entry requirements

Candidates should hold a bachelor's degree with First or upper Second Class Honours or a masters degree.

Doctor of Midwifery

The Doctor of Midwifery is designed for the career midwife who is interested in researching professional practice in an applied way. Some coursework is involved in preparation for the research thesis of 50,000 words, which comprises most of the work for the degree.

Graduates will make a significant and original contribution to midwifery knowledge and provide leadership in the field of midwifery. They will be in a position to proactively engage in the challenges of providing health care, both currently and in the future.

Entry requirements

Applicants are accepted on the basis of previous qualifications and experience. Admission requirements include:

- An appropriate masters degree with a minimum 10,000 word written component; or
- An Australian honours degree or equivalent; or
- Achievement equivalent to the above; and
- Professional practice experience of not less than five years.

Doctor of Nursing

The Doctor of Nursing will provide opportunities for registered nurses to undertake a focused program of research involving areas of professional practice in a wide range of applied areas in nursing. The program involves structured study in research methods, reviewing of relevant literatures and original research in an area of applied professional practice. A thesis component of 50,000 words will comprise most of the work for the degree.

Graduates will provide leadership in the field of nursing and make a significant and original contribution to nursing knowledge.

Entry requirements

Applicants are accepted on the basis of previous qualifications and experience. Admission requirements include:

- An appropriate masters degree with a minimum 10,000 word written component; or
- An Australian honours degree or equivalent; or
- Achievement equivalent to the above; and
- Professional practice experience of not less than five years.

20. Degree resolutions and Faculty policies

Faculty Resolutions

Faculty Resolutions governing approved courses

Definitions

1. **Associate Dean** means the Associate Dean (Academic), or Associate Dean (Learning & Teaching) within the Faculty of Nursing and Midwifery;
2. **Board of Studies** means the Board of Studies within the Faculty of Nursing and Midwifery, unless otherwise specified;
3. **Course** means a program of units of study that leads to the award of a degree, diploma or certificate within the Faculty of Nursing and Midwifery, unless otherwise specified;
4. **Dean** means the Dean of the Faculty of Nursing and Midwifery or their nominee
5. **Director** means the Director (Research), Director (Pre-registration Students) or Director (International and Professional Studies) within the Faculty of Nursing and Midwifery;
6. **Coordinator** means the Coordinator (Undergraduate Students) or Coordinator (E-Learning) within the Faculty of Nursing and Midwifery;
7. **Faculty** means the Faculty of Nursing and Midwifery, University of Sydney, unless otherwise specified;
8. **Non-award** means a unit of study taken as a 'stand alone' unit not associated with a particular course of study. It does not lead to the award of a degree, diploma or certificate, but may in certain circumstances be credited at a later date towards a degree, diploma or certificate undertaken within the Faculty of Nursing and Midwifery;
9. **Student** means a person enrolled as a candidate for a course or enrolled in a given unit of study within a particular course as a non-award unit of study;
10. **Unit of study** means a stand-alone component of a course or a unit of study taken alone and classified as a non-award unit of study.

Preamble

1. Registration

- 1.1 The Nurses and Midwives Board, NSW recognises the successful completion of degrees and diplomas from the Faculty of Nursing and Midwifery.
- 1.2 There are however some circumstances under the *Nurses Act 1991 No 9*, where registration may be denied, despite the applicant having been awarded the appropriate degree or diploma. The following extract from the *Nurses Act 1991 No 9*, identifies those grounds:
 - 1.2.1 **Extract – Nurses Act 1991 Part 4: Registration and Enrolment Division 5 – Supplementary Special grounds for refusing or imposing conditions on registration/enrolment 29A (1)**

(1) Despite any entitlement that a person may have to registration or enrolment, the Board may refuse an application for registration or enrolment in either of the following cases:

 - The Board is of the opinion that the applicant does not have sufficient physical or mental capacity to practise nursing.

- The applicant has been convicted of an offence (either in or outside New South Wales) and the Board is of the opinion that the circumstances of the offence render the applicant unfit in the public interest to practise nursing.

(2) If the Board is satisfied that an applicant for registration or enrolment suffers from an impairment which does not justify refusal of the application, the Board may impose such conditions on the applicant's registration or enrolment as the Board thinks appropriate.

(3) An accredited nurse who has had conditions imposed on his or her registration or enrolment under this section (including on a review under this section) may apply to the Board for a review of these conditions.

(4) The Board may decline to review the conditions if the application is made within twelve months after the conditions were last reviewed under this section. No appeal lies under section 32 in respect of such a decision by the Board to decline to review conditions.

2. Privacy

- 2.1.1 The University is subject to the *NSW Privacy and Personal Information Act 1998*.
- 2.1.2 It is unlawful to disclose personal information except in accordance with the Act.
- 2.1.3 Personal information is defined very widely under the Act, and includes such matters as whether or not someone is enrolled as a student.
- 2.2 Information about students can only be released in circumstances where the disclosure is required by an Act of Parliament (e.g. the *Social Security Act*) and the government department seeking the information issues a proper notice.
- 2.3.1 This includes applications from the Nurses and Midwives Board, NSW. Court orders (subpoenas etc) received by the University must be directed to the office of the University Solicitor in A14.
- 2.3.2 Similarly, all requests for personal information by police services must be directed to the University Solicitor.
- 2.4 Personal information about students may be disclosed to third parties if the student concerned has agreed in writing to the disclosure.
- 2.5 Parents do not have any automatic right of access to information regarding their children.
- 2.6 Where a parent is seeking to contact their daughter or son contact details cannot be revealed, however it may be appropriate to offer to relay a message.
- 2.7.1 The fact that someone is a graduate of the University is in the public domain.
- 2.7.2 However, great care should be exercised in replying to requests regarding graduate status.
- 2.7.3 Such requests should only be accepted, and replied to, in writing.
- 2.8 Only the date of conferral and degree awarded may be disclosed.
- 2.9 Copies of the correspondence should be retained on the appropriate file maintained by Records Management Services.
- 2.10 Further information regarding privacy matters may be found in the University's Privacy Management Plan found at <http://www.usyd.edu.au/arms/privacy/>.

Part I: Admission, enrolment, attendance and progression

1. Admission

- 1.1 Students should refer to the resolutions relating to specific degrees, diplomas and certificates of the Faculty for specific admission requirements.

2. Attendance

2.1 *Attendance at units of study other than clinical placements*

- 2.1.1 The Dean may call upon any student in the Faculty who has been absent without leave from more than 10 per cent of classes in any one semester in a particular unit of study to show cause why that student should not be deemed to have failed to complete that unit of study.
- 2.1.2 The Dean shall decide whether the cause shown is sufficient.
- 2.1.3 A student who fails to show sufficient cause for absence shall be deemed not to have completed that unit of study.

2.2 *Tutorial attendance*

- 2.2.1 Satisfactory performance must be achieved in tutorials within a unit of study prior to students being permitted to sit for examination in that unit of study.
- 2.2.2 Within the first two weeks of semester students will be provided with unit of study outlines that clearly state the requirements for satisfactory performance.

2.3 *Attendance at residential schools*

- 2.3.1 Students enrolled in a distance education unit of study may be enrolled in units that offer residential schools.
- 2.3.2 In some cases these residential schools may be compulsory.
- 2.3.3 Students who are absent from compulsory residential schools without approval or good cause will be awarded a fail grade.

2.4 *Attendance and part-time study for research students*

- 2.4.1 All research candidates, who reside outside the Sydney Metropolitan area, prior to the commencement of their candidature, submit to the Research Degree Subcommittee for approval an annual plan of their on-campus attendance for their probationary period.
- 2.4.2 Thereafter, candidates are required to submit an annual plan at the Annual Review of candidates.

3. Advisement

- 3.1 If the matter relates to a unit of study:
- 3.1.1 Students should discuss the matter with the member of academic staff concerned and then if necessary the appropriate unit of study coordinator.
- 3.1.2 If the issue is not resolved, students should discuss the matter with the appropriate Coordinator.
- 3.1.3 If the issue has not been dealt with to the student's satisfaction by 3.1.1 and 3.1.2 above a meeting should be sought with the Associate Dean (Learning and Teaching) who will provide guidance for further action which may include discussion at the Board of Studies or relevant subcommittee of the Board.
- 3.2 If the matter relates to the overall course or concerns the Faculty Office or the Library:
- 3.2.1 Students should discuss the issue with the appropriate Coordinator.
- 3.2.2 If the issue has not been dealt with to the student's satisfaction the Associate Dean (Learning and Teaching) should be contacted who will provide guidance for further action which may include discussion and the Board of Studies or the relevant subcommittee of the Board.

4. Credit, advanced standing and exemption and waivers

4.1 *Advanced standing*

- 4.1.1 Advanced standing provides for admission to a course at the University of Sydney based on previous attainment in another course at a recognised tertiary institution.
- 4.1.2 Advanced standing is granted in the form of credit points, which count towards the requirements for the course.

4.2 *Credit*

- 4.2.1 Credit is granted for a unit of study based on study undertaken in another course when it is deemed by the Faculty that the unit of study is equivalent to a full unit of study within the relevant course offered by the Faculty of Nursing and Midwifery.
- 4.2.2 In general a student cannot be granted credit for work done in an award that establishes eligibility for admission to the

award in which credit or exemption is sought, however, exemption may be appropriate in some cases.

- 4.2.3 Credit cannot be granted retrospectively.
- 4.2.4 Applications are processed at Faculty level and must be lodged with the Faculty Office.

4.3 *Exemption*

- 4.3.1 Exemption applies to any decision made at a sub-unit of study level to allow a student to complete a unit of study without also completing all the prescribed components of coursework and/or assessment.
- 4.3.2 The decision to allow an exemption rests with the Associate Dean (Learning and Teaching) and will only be granted in exceptional circumstances.
- 4.3.3 Any unit of study in which exemption is granted receives a result calculated on the basis of performance in assessment completed within the unit of study.
- 4.3.4 Once all the components of the units of study are completed the full credit point value is included in the academic record of the student.

- 4.3.5 Exemptions cannot be granted retrospectively.

4.4 *Waivers*

- 4.4.1 Waivers apply to the procedure whereby a student is enrolled in a unit of study without having either completed a prerequisite unit of study or enrolled contemporaneously in a corequisite unit of study.
- 4.4.2 The decision to allow a waiver will be made by the Associate Dean (Learning and Teaching).
- 4.4.3 No credit points will be given to units of study that are waived.
- 4.4.4 Waivers will not be given retrospectively.

4.5 *Time frames for credit exemptions and waivers*

- 4.5.1 Applications must be lodged with the Faculty Office no later than the second Friday after the commencement of the unit of study.
- 4.5.2 Late enrolling students will have a deadline of two weeks after the date of enrolment.
- 4.5.3 Students awaiting the outcome of a 'show cause' will have two weeks from the date they are advised of the final outcome of a 'show cause'.
- 4.5.4 In the last two categories applications must be submitted to allow processing in time to meet government requirements for a particular session.
- 4.5.5 Students should contact the Faculty Office for advice.

4.6 *Appeals against a decision on an exemption, waiver, or credit application*

- 4.6.1 A student whose application for exemption, credit or waiver for a unit of study is refused may appeal against the decision.
- 4.6.2 A student who wishes to appeal the decision is required, within seven days of the notification of the decision, to apply to the Associate Dean (Learning and Teaching) for a review of the decision.
- 4.6.3 Students must submit appeals in time for applications to be processed by the HECS census date of the unit(s) of study that is, two weeks after the commencement of the unit(s) of study.

4.6 *Progression from Year 1 to Year 2*

- 4.6.1 Students who have an outstanding record or who have significant credit/advanced standing may be permitted by the Board to enrol in Year 2 units of study while also enrolled in a normal Year 1 pattern in the Master of Nursing (graduate entry), providing the requested units are available in the required semester.
- 4.6.2 Students who are enrolled in a combined degree may not enrol in Year 2 units until they have completed and passed all units in their bachelor's degree.

5. Enrolment

5.1 *Confirmation of enrolment*

- 5.1.1 Students are responsible for ensuring that the information on their course, academic year and units of study are correct at the beginning of the semester and amending them should a change occur in any of the details during the semester.
- 5.1.2 Students should be aware that this information has potential financial implications within the Commonwealth Supported Students (HECS) Scheme.
- 5.1.3 Students will be sent a 'confirmation of enrolment' notice shortly after completion of enrolment which should be checked carefully.

- 5.1.4 Should the notice be incorrect in any detail it is the student's responsibility to contact the Faculty Office immediately to have the record amended.
- 5.1.5 A new confirmation notice will then be prepared and forwarded to the student.
- 5.1.6 Students will also receive, approximately two months after the beginning of each semester, a statement showing their HECS assessment for that semester.
- 5.1.7.1 To:
- 5.1.7.1.1 change enrolment in a unit of study;
- 5.1.7.1.2 discontinue a unit of study; or
- 5.1.7.1.3 discontinue enrolment totally;
- 5.1.7.2 students should apply to the Faculty Office for the appropriate form or download it from the Faculty's website and then forward to the Faculty Office for approval and processing.
- 5.1.8 Unless an enrolment change is approved formally at the Faculty level it will not be accepted by the Registrar and in some cases will incur a financial liability under HECS.
- 5.1.9 Any changes to units enrolled in any session must be made no later than 12 days after the commencement of the unit of study.
- 5.2 **Discontinuation of enrolment**
- 5.2.1 Fee-paying students undertaking units of study in the distance mode and who discontinue their enrolment will be refunded 100 per cent of the total fees paid providing the application to withdraw is made prior to the relevant census date.
- 5.2.2 Once the relevant census date has passed, there will be no refunds.
6. **Criminal record checks**
- 6.1 The NSW Health Department requires all staff, volunteers and students undertaking any kind of work in a NSW owned facility to undergo a criminal records check prior to employment or placement in the NSW Health System.
- 6.2 **Responsibilities**
- 6.2.1 **Responsibilities of the Faculty**
- 6.2.1.1 The Faculty is responsible for ensuring that the student has a criminal record clearance prior to any attendance at a clinical placement.
- 6.2.2 **Responsibilities of the student**
- 6.2.2.1 The student is responsible for completing a Criminal Record Check form and forward to the appropriate office for processing.
- 6.2.2.2 It is the student's responsibility to carry their criminal clearance at all times whilst on a clinical placement.
- 6.2.2.3 It is the responsibility of all students to inform the NSW Health Department of any criminal offences of which they are convicted subsequent to the initial criminal record check.
- 6.2.2.4 Students who fail to return the form to the NSW Health Department by the nominated date may be denied a clinical placement.
- 6.2.2.5 Failing to obtain a criminal record clearance may result in a failure in any unit of study where clinical is a component.
7. **Child Protection**
- 7.1 The NSW Health Department requires candidates who, as part of their requirements to complete a course or unit of study have the potential to come into contact with children as defined by the law, to complete a declaration confirming a candidate's compliance with the regulations relating to the Child Protection Act.
8. **International students**
- 8.1 **Entry to Master of Nursing (graduate entry)**
- 8.1.1 Applicants with overseas qualifications will be assessed on the equivalence of their qualification to Australian undergraduate degrees.
- 8.1.2 Unless the final year of schooling was conducted in English, applicants will be required to achieve a prescribed minimum standard in an English proficiency test in accordance with University policy.
- 8.1.3 The Faculty of Nursing and Midwifery requires a minimum standard of English proficiency equal to an IELTS score of 7.0 overall with a minimum of 7.0 in each band (or equivalent language qualification accepted by the University).
- 8.1.4 International students authorised to practise as registered nurses in their home country, but who are not registered by the Nurses Registration Board of NSW, may be offered places in the Master of Nursing (graduate entry) and may be eligible for advanced standing based on relevant qualifications and nursing experience.
- 8.2 **Entry to Bachelor of Nursing (Post-Registration)**
- 8.2.1 International students must be registered to practise nursing in a country other than Australia and must hold a qualification at certificate or diploma (or Australian equivalent) which leads to registration as a nurse in their country.
- 8.2.2 International students who wish to establish eligibility to register as a nurse in NSW shall be advised to seek enrolment in the Master of Nursing (graduate entry), providing they meet the entry requirements set down in 8.1 above and those requirements set out in the Faculty Resolutions pertaining to the degree.
9. **Suspension of candidature/course leave and discontinuation of enrolment**
- 9.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.
- 9.2 Examples of hardship may be illness or financial difficulties.
- 9.3 Activities of a significant nature may be the inclusion of the student on a national sporting team, orchestra, etc that requires him/her to travel extensively for a specific period of time.
- 9.4 The granting of a suspension of candidature is at the discretion of the Dean.
- 9.5 Suspension of candidature will be for a minimum of one semester and a maximum of two semesters and may be granted only once during the degree.
- 9.6 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.
10. **Re-enrolment after an absence**
- 10.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:
- 10.1.1 lodge an application by 30 October in the year prior to that in which re-enrolment is sought;
- 10.1.2 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and
- 10.1.3 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission of the application (applications cannot be considered until financial obligations and show cause requirements are completed).
- 10.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.
11. **Vaccinations**
- 11.1 Students are required to be immunised adequately against poliomyelitis, diphtheria, tetanus, tuberculosis, hepatitis A, hepatitis B, measles, and rubella.
- 11.2 Students are reminded that as health professionals it is their responsibility to maintain their health.
- 11.3 In the Faculty of Nursing and Midwifery HIV or Hepatitis B infection status of students is not relevant to their capacity to graduate.
- 11.4 However, because infection with HIV or HBV may limit students' professional opportunities after graduation, students should be aware that people with HIV or HBV are currently prohibited from performing 'exposure-prone procedure' in N.S.W. health establishments.
- 11.5 Further information on the University's policy on students with HIV or Hepatitis B may be found at http://www.usyd.edu.au/su/planning/policy/admin/138_hiv.html.
- Part II: Students at Risk**
1. **Academic risk**
- Students and staff should refer to the University policy [Identifying and Supporting Students at Risk]
- 1.1 **Identifying students 'at risk'**
- 1.1.1 The Faculty will use the following triggers to identify students 'at risk'

- 1.1.1.1 failure by a student to successfully complete more than 50% of the credit points for which the student was enrolled in the semester or year (as appropriate) just completed;
- 1.1.1.2 failure twice by a student to pass the same unit of study;
- 1.1.1.3 inability of a student to complete their degree within the maximum permitted time for that degree while carrying a normal student load; or
- 1.1.1.4 failure to meet the requirements of a clinical practicum unit of study.

1.2 Satisfactory progress

- 1.2.1 The Board of Studies shall have the power to resolve on satisfactory progress and progression in individual cases.
- 1.2.2 A Concessional Pass (PCON) may be considered in circumstances where there is only one failed unit of study in the final year of enrolment and will not apply to any nursing practice unit or to any previously failed unit.
- 1.2.3 A PCON will only be awarded where a mark greater than 45% has already been achieved in the unit of study.
- 1.2.4 The Faculty will consider the awarding of a PCON without application from the student.
- 1.2.5 Candidates who fail:
 - 1.2.5.1 up to 12 credit points of the units of study in which they are enrolled in any year may progress to a normal full-time load in the subsequent year. In addition, they are permitted to enrol in the failed unit of study, where practicable;
 - 1.2.5.2 between 12 and 24 credit points of the units of study in which they are enrolled in any year may only progress to a normal full-time load in the subsequent year. This must include the units of study in which they failed previously; or
 - 1.2.5.3 more than 24 credit points of the credit point load undertaken during a year, or who fail to meet the requirements of a practicum unit, or who discontinue fail (DF) enrolment in one unit of study twice shall be deemed not to have made satisfactory progress.
 - 1.2.5.4 They shall be required to show good cause as to why they should be permitted to re-enrol in the course.
 - 1.2.5.5 under clause 1.2.5.1, 1.2.5.2 or 1.2.5.3 and are enrolled in a combined degree will not be permitted to undertake Year 4 units of study until such time as they have completed all requirements for their undergraduate degree.
 - 1.2.5.6 All candidates enrolled in the Master of Nursing must successfully complete all year 1 Master of Nursing units of study before progressing to year 2 Master of Nursing units of study.
- 1.2.6 The Faculty reserves the right to require students who are asked to show cause to enrol in and successfully complete units of study in addition to the minimum number of credit points required to complete the degree.
- 1.2.7 The Faculty reserves the right to require students who are asked to show cause and who fail to demonstrate the minimum level of spoken or written English required by the Faculty as necessary to safe practice to provide documentation to show they have an IELTS (or equivalent) score of 7.0 overall and 7.0 in each band.

1.3 Exclusion from clinical placements

- 1.3.1 A meeting of the Professional Standards Sub-committee shall be convened in circumstances where a student, while undertaking a field experience or clinical nursing placement is:
 - 1.3.1.1 excluded by either University or agency staff from a clinical agency; and/or
 - 1.3.1.2 the subject of an adverse report in writing related to specific incident(s) which, in the opinion of the reporting registered nurse, are sufficiently serious to cast doubt on the student's potential to perform safely as a beginning practitioner in clinical nursing; and
 - 1.3.1.3 will be required to appear before the Professional Standards sub-committee.

2. Non-Academic 'At Risk' Events - Identifying and Managing Difficult and Challenging Behaviour

Staff and students should refer to the NSW Department of Health Policy and Framework Guidelines on [Zero Tolerance: Response to Violence in the NSW Health Workplace](#)], the Nurses and Midwives Board [Code of Conduct](#)], and the University of Sydney [Student Code of Conduct](#)].

2.1 Identifying Difficult or Challenging Behaviour

- 2.1.1 Difficult or challenging behaviour refers to behaviour by a student that: a) has the potential to harm him or herself, other students, staff, patients or members of the public; or b) constitutes unprofessional behaviour.
- 2.1.2 Difficult or challenging behaviour includes, but is not limited to, behaviour that impinges on or adversely affects nursing practice, or is otherwise inconsistent with nursing practice, whether it occurs in a clinical practice setting or elsewhere.
- 2.1.3 Difficult or challenging behaviour includes, but is not limited to, behaviour that is: (a) socially or contextually inappropriate, or inconsistent with respectful consideration for others (including patients, relatives, fellow workers, students or staff); (b) indicative of a student being affected by alcohol or other mood altering substances; (c) consistent with diminished alertness or awareness; (d) inconsistent with the University of Sydney Student Code of Conduct; (e) inconsistent with the Nurses and Midwives Board Code of Conduct; (f) otherwise inappropriate (such as unexplained lateness, lack of personal hygiene, disorganisation, hyperactivity, aggression toward or intimidation of others, and sexist or racist behaviour).

2.2 Managing Difficult or Challenging Behaviour

- 2.2.1 Any staff member who witnesses or otherwise becomes aware of difficult or challenging behaviour by a student that causes the staff member to believe that the student is at risk of: (a) self-harm; or (b) harming other students, staff, patients or members of the public; must, regardless of the severity, notify the Dean immediately.
- 2.2.2 Any staff member who witnesses or otherwise becomes concerned about difficult or challenging behaviour by a student should make a brief memorandum of what has been observed, including an explanation for his or her concern, and forward the memorandum to the Associate Dean (Academic) or other senior staff member, who will in turn notify the Dean.
- 2.2.3 The Associate Dean (Academic) or other senior staff member may seek clarification of the observed behaviour from a Faculty staff member who has a professional background in mental health or psychology or has experience in dealing with these matters.
- 2.2.4 Students with apparent behavioural or mental health issues may, taking into account any relevant advice, appropriately be brought to the attention of relevant Unit of Study Co-ordinators and other relevant academic or counselling services staff.
- 2.2.5 All observed events and any action subsequently taken by the Faculty should be documented in an objective manner, and placed in a confidential envelope on the student's file.

2.3 Outcome

- 2.3.1 Any incident involving alleged difficult or challenging behaviour by a student may be referred to the Faculty's Professional Standards Sub-committee for consideration by the Dean.

Part III: Assessment, examinations, appeals and penalties

1. Appeals

- 1.1 *Appeals against academic decisions*
 - 1.1.1 Student appeals are dealt with in the first instance by the Board of Studies and the appropriate University By-laws, Rules and Resolutions of the Senate and Academic Board.

2. Assignments

- 2.1 *Submission of assignments*
 - 2.1.1 All assignments must be placed in the designated area stated in the relevant unit of study outline. Students are advised to retain a photocopy of their assignments.
 - 2.1.2 Collection of assignments will be advised by the relevant unit of study coordinator.
 - 2.1.3 Advice on collection dates and times will be provided to students at the beginning of each semester.
 - 2.1.6 Assignments not collected at the time advised should be collected from the Faculty Office, Level 5, Building C, Mallett Street campus.
 - 2.1.5 Assignments must be collected within one month of the advised collection date, after which they will be destroyed.

- 2.2 Responsibilities relating to assignments**
- 2.2.1 Students are responsible for:
- 2.2.1.1 submitting assignments by the due date; and
- 2.2.1.2 prior to submission, photocopying, or keeping a disc copy of all assignments.
- 2.3 Penalties for late submission**
- 2.3.1 The Faculty of Nursing and Midwifery applies penalties to assignments submitted after the due date.
- 2.3.2 The penalty will be deducted from the mark the assignment would have received had it not been late.
- 2.3.3 Penalties are calculated as a percentage of the total mark available for the assignment as follows:
- 2.3.3.1 Up to 1 week late: 15 per cent
- 2.3.3.2 More than 1 week but less than 2 weeks: 50 per cent
- 2.3.3.3 More than two weeks: 100 per cent
- 2.4 Extensions**
- 2.4.1 Students are expected to work on their assessment/assignments consistently throughout the semester and assessments must be submitted by the due date, unless written approval for late submission has been obtained.
- 2.4.2 Approval for late submission will only be granted where the student can show good cause such as evidence of serious illness, or extreme and unpredictable circumstances.
- 2.4.3 Only one extension of time will be permitted for each assessment/assignment item.
- 2.4.4 An extension may be granted for either one day or up to but no more than one week past the due date.
- 2.4.5 For extensions of one day only requests must be submitted on or before the due date to the relevant person described in the unit of study outline.
- 2.4.6 If submitting your request for extension via email, please use your University of Sydney email address.
- 2.4.7 Students who require an extension of greater than one week past the due date must apply for Special Consideration.
- 2.5 Documentation required for one day only extensions**
- 2.5.1 Students are required to provide a letter outlining the reason (in their own words) why a one day extension is required.
- 2.5.2 This letter will be kept in a file (in the office of the Learning and Teaching Administrative Officer) for the period of the student's enrolment.
- 2.6 Documentation required for extensions of more than one day**
- 2.6.1 For extensions of more than one day, requests must be submitted in writing together with supporting documentation on or before the due date to the Associate Dean (Learning and Teaching).
- 2.6.2 Students are required to provide appropriate documentation in support of their application and this may be one of the following:
- 2.6.2.1 a medical certificate stating duration of incapacity for study;
- 2.6.2.2 a report from the University counselling service stating impact of situation on ability to complete assessments; or
- 2.6.2.3 a report from a social worker/physiotherapist or other allied health professional stating the extent to which the student's situation has impacted their ability to complete assessments.
- 2.6.3 This documentation will be kept in a file (in the office of the Learning and Teaching Administrative Officer) for the period of the student's enrolment.
- 2.7 Delivery of late assignments**
- 2.7.1 Assignments that have been granted an extension should be delivered to the 'Late Assignment' box outside the Publications Office, Level 5, Faculty of Nursing and Midwifery (M02).
- 2.7.2 If sending your assignment via post or facsimile, please follow the guidelines under 'Submission of Assignments' in your unit of study outline.
- 2.7.3 Assignments sent via email will not be accepted.
- 2.8 Academic dishonesty**
- 2.8.1 These procedures should be read in accordance with the University of Sydney policy *Student Plagiarism: Coursework*. This policy may be accessed on the University's website at: www.usyd.edu.au/policy.
- 2.8.2 Negligent plagiarism means innocently, recklessly or carelessly presenting another person's work as one's own work without acknowledgement of the source.
- 2.8.3 Dishonest plagiarism means knowingly presenting another person's work as one's own work without acknowledgement of the source.
- 2.8.4 Where an examiner or assessor is made aware of alleged plagiarism by a student, they must report it to the Associate Dean (Learning and Teaching).
- 2.8.5 The Associate Dean (Learning and Teaching) will, in consultation with the examiner or assessor, make a preliminary determination as to whether the alleged plagiarism would, if proven, constitute negligent plagiarism or dishonest plagiarism.
- 2.8.6 This determination is to be made on a case by case basis, taking into account factors such as the:
- 2.8.6.1 extent of the plagiarism against the student's original contribution
- 2.8.6.2 percentage value of the work in the unit of study
- 2.8.6.3 student's overall academic performance in the unit of study; and
- 2.8.6.4 circumstances in which the plagiarism is alleged to have occurred.
- 2.9 Negligent plagiarism**
- 2.9.1 In cases of negligent plagiarism, the Associate Dean (Learning and Teaching) will:
- 2.9.1.1 inform the student of the allegations against them in sufficient detail to enable them to understand the precise nature of the allegations and to properly consider and respond;
- 2.9.1.2 allow them a reasonable period of time in which to respond;
- 2.9.1.3 resolve the matter in a timely manner;
- 2.9.1.4 inform the student of their rights under the University's policy on plagiarism and the University's By-Law; and
- 2.9.1.5 allow them to bring a support person or student representative to any meeting.
- 2.9.2 Following discussion, should the Associate Dean (Learning and Teaching) form the view that the student is guilty of negligent plagiarism, they will counsel the student by explaining the referencing guidelines of the faculty, provide a copy of the University's plagiarism policy and refer the student to services for assistance.
- 2.9.3 The Associate Dean (Learning and Teaching) will also provide the student with a written warning about the consequences of any subsequent breaches of the policy.
- 2.9.4 Where the Associate Dean (Learning and Teaching) forms the view that the student is guilty of negligent plagiarism, they may also take other appropriate action including, but not limited to:
- 2.9.4.1 requiring the student to resubmit the work for assessment;
- 2.9.4.2 require the student to undertake another form of assessment;
- 2.9.4.3 require the student to undertake other remedial action; or
- 2.9.4.4 apply a fail grade to the work, or part thereof.
- 2.10 Dishonest plagiarism**
- 2.10.1 In cases of dishonest plagiarism, the Associate Dean (Learning and Teaching) will:
- 2.10.1.1 inform the student of the allegations against them in sufficient detail to enable them to understand the precise nature of the allegations and to properly consider and respond;
- 2.10.1.2 allow them a reasonable period of time in which to respond;
- 2.10.1.3 resolve the matter in a timely manner;
- 2.10.1.4 inform the student of their rights under the University's policy on plagiarism and the University's By-Law; and
- 2.10.1.5 allow them to bring a support person or student representative to any meeting.
- 2.11 The Associate Dean (Teaching and Learning) will make a preliminary assessment of whether the alleged dishonest plagiarism is serious enough, if proven, to constitute potential student misconduct under Chapter 8 of the *University of Sydney By-Law 1999 (as amended)*.
- 2.12 In making this assessment the Associate Dean (Teaching and Learning) will take into account:
- 2.12.1 whether the student has received a previous written warning;
- 2.12.2 the extent of the dishonest plagiarism against the student's original contribution to the work;
- 2.12.3 the percentage value of the work in the unit of study;
- 2.12.4 the capacity of the alleged dishonest plagiarism to adversely affect the student's peers and/or teachers; and

- 2.12.5 the capacity of the dishonest plagiarism to impact adversely on the actual or perceived academic standards of the University.
- 2.13 Where the Associate Dean (Learning and Teaching) assesses that the alleged plagiarism is not serious enough to constitute student misconduct, the Associate Dean (Learning and Teaching) will, following discussion with the student, counsel the student by explaining the referencing guidelines of the faculty, provide a copy of the University's plagiarism policy and refer the student to services for assistance.
- 2.14 The Associate Dean (Learning and Teaching) will also provide the student with a written warning about the consequences of any subsequent breaches of the policy.
- 2.15 Where the Associate Dean (Learning and Teaching) forms the view that the student is guilty of dishonest plagiarism, but not serious enough to constitute student misconduct, they may also take other appropriate action including, but not limited to:
- 2.15.1 requiring the student to resubmit the work for assessment;
- 2.15.2 require the student to undertake another form of assessment;
- 2.15.3 require the student to undertake other remedial action;
- 2.15.4 apply a fail grade to the work, or part thereof; or
- 2.15.5 apply a fail grade to the unit of study.
- 2.16 Where the Associate Dean (Learning and Teaching) assesses the alleged dishonest plagiarism is serious enough, if proven, to constitute student misconduct the matter will be referred to the Registrar.
- 2.17 Cases where a student has received a previous written warning regarding dishonest plagiarism will also be referred to the Registrar, who has the authority to expel the student for a period of time should they deem the actions of the student to be sufficiently serious.
- 3. Special consideration**
- 3.1.1 This resolution applies to assessment and examination for individual units of study, with the exception of the assessment of clinical performance undertaken within an off-campus clinical setting.
- 3.1.2 There will be no special consideration related to clinical performance undertaken within a clinical setting off-campus.
- 3.1.3 Where students are unable to complete a clinical placement due to illness or emergency they will be required to make up all missed time.
- 3.2 *Request for special consideration*
- 3.2.1 The Faculty must be notified of a request for special consideration:
- 3.2.1.1 in the case of written assessments, where possible prior to the due date of that piece of assessment but no later than seven days after the event; and/or,
- 3.2.1.2 in the case the date of a written or clinical examination, where possible prior to the day of the examination but no later than seven days after the event.
- 3.2.2 This notification may be in writing, including email, or by telephone to the Faculty Office.
- 3.2.3 Should the need for special consideration become apparent on the day of an examination, students should notify the invigilator, if at the examination or, in any other circumstance, the Faculty Office.
- 3.2.4 In cases where a student is not able, because of their circumstances, to request the special consideration in person, another person may lodge the application on their behalf. In this circumstance, the Faculty will require appropriate documentation to establish that this person is acting as an agent of the student.
- 3.3 *Documentation*
- 3.3.1 All original documentation relevant to the request for special consideration must be forwarded to the Faculty within seven working days of notification as specified in 3.1.
- 3.3.2 Information on the required documentation may be obtained from the Faculty's website, the Faculty Office and the Faculty Handbook.
- 3.3.3 On submission of their documentation students will be provided with a receipt.
- 3.3.4 Students are advised to retain a copy of all submitted documentation.
- 3.3.5 It is the responsibility of the student to ensure that the supporting documentation meets University criteria.
- 3.3.6 Students will not be asked for additional documentation nor will they be permitted to submit additional documentation at a later date.
- 3.3.7 Applications for special consideration that are rejected on the basis of insufficient or inadequate documentation will not be eligible for appeal.
- 3.4 Approval**
- 3.4.1 The appropriate Coordinator will determine the outcome of requests for special consideration, and if approved will determine the form that this consideration will take.
- 3.4.2 Notification of approval or rejection will be forwarded to students via their University email address within seven (7) working days of their documentation being received by Faculty Office.
- 3.4.3 Students who have their application for special consideration approved will:
- 3.4.3.1 be offered additional or alternative assessment;
- 3.4.3.2 this additional or alternative assessment will replace any previous attempt; and
- 3.4.3.3 the original piece of assessment or examination will not be marked.
- 3.4.4 Students registered with the Disabilities Office and who have a request for special consideration approved will have their original piece of assessment marked and if:
- 3.4.4.1 successful in passing that piece of assessment, will not be required to undertake additional assessment but will be allocated the mark from the original paper; or
- 3.4.4.2 unsuccessful in passing that piece of assessment or examination will be offered additional assessment.
- 4. Provision of medical certificates**
- 4.1 Students are required to supply medical certificates whenever they are unfit to undertake work related to their candidature, including the following circumstances:
- 4.1.1 cases of special consideration where illness is involved;
- 4.1.2 where a clinical laboratory session and/or a clinical placement day(s) has been missed due to illness;.
- 4.1.3 teaching sessions; and
- 4.1.4 extensions for assignments.
- 4.2 Depending upon the circumstance the certificate is to be handed to the following person(s):
- 4.2.1 special consideration, extensions for assignments and teaching sessions - to the Faculty Office along with any other relevant documentation;
- 4.2.2 where a clinical laboratory session or clinical placement day(s) has been missed - to the unit of study coordinator who will forward the certificate to Clinical Administration Manager;
- 4.3 Certificates are required to follow the Australian Medical Associate guidelines as set out in the AMA Position Statement *Certificates Certifying Illness 1998* and include the following details:
- 4.3.1 name and address of the medical practitioner issuing the certificate;
- 4.3.2 name of the student;
- 4.3.3 date on which the certificate was issued;
- 4.3.4 date(s) on which the student is or was unfit to attend the classes or clinical placement; and
- 4.3.5 any supplementary information of assistance to the student in obtaining the appropriate leave especially where there is a discrepancy in the period for which the certificate is issued and the date of the certificate.
- 4.4 The Faculty reserves the right to reject any certificate that does not meet the requirements set out above. Students will be notified within five working days should their certificate be rejected.
- 4.5 The date shown on the certificate must show the date of the day on which the certificate was written.
- 4.6 *Responsibilities of the student are to:*
- 4.6.1 consult their medical practitioner in a timely manner when requesting a medical certificate;
- 4.6.2 ensure the requirements of the Faculty have been met; and
- 4.6.3 ensure the certificate reaches the appropriate person.
- 4.7 *Responsibilities of the Faculty are:*
- 4.7.1 to ensure the student is informed in the event their certificate is rejected;
- 4.7.2 to permit the student to keep details of the student's medical condition confidential; and
- 4.7.3 where further clarification is required, to seek written permission from the student to obtain further details from their medical practitioner, whilst at the same time

acknowledging the student's right to keep the details of their medical condition confidential.

5. Marking, double marking, and remarking

5.1 Marking

- 5.1.1 It is the policy of the Faculty of Nursing and Midwifery that student work undertaken for assessment purposes will be marked fairly, independently and on the merits of the submitted/performed work.
- 5.1.2 Where written assignment work forms part of the assessment for a unit of study marks will be awarded with respect to how well a student has met the expectations set down for that work including, but not exclusively confined to:
- 5.1.2.1 presentation and layout;
 - 5.1.2.2 compliance with academic conventions of acknowledging the work of others;
 - 5.1.2.3 academic merit;
 - 5.1.2.4 composition;
 - 5.1.2.5 expression in written English and readability;
 - 5.1.2.6 strength of argument;
 - 5.1.2.7 weight of relevant evidence;
 - 5.1.2.8 structure and coherence of the work;
 - 5.1.2.9 imagination, creativity and original thought; and
 - 5.1.2.10 the merits of the submitted work with respect to particular issues in a given topic.
- 5.1.3 Where work undertaken as part of a designated group forms part of the assessment for a unit of study specific criteria by which the marks awarded to individuals will be determined within each unit of study.
- 5.1.4 Where clinical performance assessed within the clinical nursing laboratories forms part of the assessment for a unit of study specific criteria for the award of marks to individuals will be determined within each unit of study.

5.2 Double marking

- 5.2.1 Double marking is defined as the practice by which (usually two) members of staff review a piece of assessment prior to awarding a formal mark to the work.
- 5.2.2 It is the policy of this Faculty that there will be no double marking of written assignment work or examinations.
- 5.2.3 Established measures for determining the validity and consistency among markers on the same unit of study within the same academic year will be used, e.g. inter-rater reliability or any other proven method, as determined by the Faculty.

5.3 Remarking

- 5.3.1 Remarking is defined as an independent assessment of a piece of written work that has already been assessed.
- 5.3.2 The Associate Dean (Learning and Teaching) shall determine whether to allow a remark for a particular piece of written work.
- 5.3.3 Request for a remark will only be considered if the request is:
- 5.3.3.1 made by writing a letter addressed to the Associate Dean (Learning and Teaching) stating the grounds for the request;
 - 5.3.3.2 received within five (5) working days of the original result for the particular piece of written work being made available to the student. In the case of international students who are studying by distance education this means within five days of receipt of the piece of work by the student;
 - 5.3.3.3 accompanied by a clean copy of the work, together with the original piece of work as it was marked; and
 - 5.3.3.4 received either:
 - 5.3.3.4.1 personally to the Faculty Office; or
 - 5.3.3.4.2 where a student resides outside the Sydney metropolitan area or is unable to attend the Faculty Office in person the documentation is mailed and marked to the attention of the Associate Dean (Learning and Teaching), c/- the Faculty Office;
- 5.3.4 Students who make a request by mail will be required to provide a signed declaration available from the Faculty website acknowledging their understanding of the Faculty's policy and procedures with respect to remarking.
- 5.3.5 In considering an application for a remark, the Associate Dean (Learning and Teaching) will consider the student's case with respect to:
- 5.3.5.1 the stated grounds for the request; and
 - 5.3.5.2 any procedural issues that may be relevant.
- 5.3.6 The outcome of the remark will be final.

- 5.3.7 There will be no remarking of clinical performance as assessed within the clinical nursing laboratories or clinical settings.
- 5.3.8 Remarking will not apply in circumstances where a student has applied for special consideration. An approved application for special consideration will take priority over an application for remarking.

6. Examinations

6.1 Aegrotat results

- 6.1.1 In accordance with the Resolutions of the Senate, the Associate Dean (Learning and Teaching) may recommend to the Board of Studies that a candidate, in a pre-registration, post-registration or postgraduate program, be awarded an aegrotat result (including a posthumous degree or diploma) in cases where;
- 6.1.1.1 because of serious illness or misadventure, supported by appropriate evidence, the candidate has been unable to sit for the examination or complete the assessment schedule;
 - 6.1.1.2 it is extremely unlikely for the same reasons that the candidate would be able to attempt a further assessment; and
 - 6.1.1.3 the Associate Dean is satisfied beyond doubt on the basis of the work performed throughout the year, that, had the candidate been able to sit for the examination or complete the assessment, he or she would have achieved at least the result recommended.

6.2 Examination feedback

- 6.2.1 Students may view their examination scripts in the presence of an appropriate lecturer up to four months following the posting of results.
- 6.2.2 Feedback will be given at this time.
- 6.2.3 Students wishing to view their examination script should make an appointment with the appropriate unit of study coordinator via the administrative officer attached to the Associate Dean (Academic).

6.3 International students

- 6.3.1 Examination/assessment
- 6.3.1.1 International students must undertake examination/assessment in the same specified period as other students.

6.4 Missed examinations

- 6.4.1 Students who miss examinations because of illness or extenuating circumstances should refer to the resolutions relating to special consideration in this document.

6.5 Notification of examination results

- 6.5.1 Mid-year examination results
- 6.5.1.1 Mid-year examination results are posted on the University's website during the first class week of the July semester.
- 6.5.2 End-of-year results
- 6.5.2.1 End of year results are posted on the University's website prior to closure of the University for the Christmas break.
 - 6.5.2.2 Final results are also sent to students' home addresses via the mail service at this time. Students should ensure that the Faculty Office is notified of any change of address.

6.6 Re-marking examination scripts

- 6.6.1 The Faculty, in accordance with Senate Resolutions, has resolved that no provision be made for students to have their examination papers re-marked.

6.7 Retention of academic records

- 6.7.1 Raw scores (for individual components and the aggregate of course assessment) and final grades for each course will be held on hard copy at departmental level for a period of six (6) years.
- 6.7.2 Examination papers will be held at a Faculty level and shredded after a period of 12 months from the date of the last examination in the examination period in question.

6.8 Retrospective exemption

- 6.8.1 Claims for retrospective exemptions from units of study will not be permitted.

6.9 Room and seating allocation

- 6.9.1.1 All students require a room and seat number for examinations.
- 6.9.1.2 These should be checked well in advance of the examination period.

- 6.9.2 Seat numbers and exam rooms will be displayed on the noticeboards in the Quadrangle, Camperdown Campus one to two weeks prior to the examination. This information will also be available from the Faculty Office, Mallett Street a day or two later.
- 6.9.3 Seat numbers will also be displayed outside the examination room prior to the exam. Any student who feels they should be sitting the exam but whose name is not displayed, should see the Supervisor-in-Charge of the room.
- 6.9.4 **Problems with seat numbers**
- 6.9.4.1 Students should report any problems with seat numbers to the Student Centre, Carslaw Building, Camperdown Campus as soon as possible. These must be reported before the examination.
- 6.9.4.2 Special examination arrangements can be made for students with illness or disability. Students with a disability should first apply to the Disabilities Services Office who will forward all relevant documentation to the Associate Dean (Learning and Teaching) for consideration.
- 6.9.4.3 Students who experience illness should follow the guidelines set out in the resolutions relating to special consideration in this document.
- 6.10 **Rules to be observed by candidates for examination**
- 6.10.1 Candidates are required to follow all instructions given by examination supervisors.
- 6.10.2 No papers, books, manuscripts or notes of any kind are to be taken into an examination room (unless expressly permitted in advance by the examiner).
- 6.10.3 No papers may be taken out of the examination room.
- 6.10.4 No mobile telephones, or other means of electronic communication, may be taken into the examination room.
- 6.10.5 Students may take in bottles of ink, pens, pencils and drawing instruments, slide rules, small sweets etc., but not fruit, biscuits or food generally.
- 6.10.6 Small handbags (which may be left underneath desks whilst working) may be taken in, but all other bags must be left outside the examination room.
- 6.10.7 All students are warned against leaving money or valuables outside examination rooms. The University can accept no responsibility for the loss of students' personal property.
- 6.10.8 Anything taken into an examination room must be made available for inspection by the examination supervisors or other University staff.
- 6.10.9 Battery operated, non-programmable calculators may be used unless specifically prohibited by an examiner. If students are in any doubt about the use of electronic calculators, they should contact the examiner well before the date of the examination.
- 6.10.10 No candidate may be admitted to the examination room after the expiration of one hour from the commencement of writing, except under very exceptional circumstances, and then only by the express permission of the Examinations Section. Permission cannot be given if a candidate who may have seen a paper has already left an examination.
- 6.10.11 No candidate may leave an examination room (even if entered in error) except under escort, until one hour has elapsed from the time of writing commenced.
- 6.10.12 Students who attend an examination at the wrong time and have entered the examination room, will be required to stay in that room for one hour from the time writing has commenced.
- 6.10.13 No candidate may leave during the last ten minutes of any examination.
- 6.10.14 Ten minutes reading time is allowed for most papers. During this time students may only complete the attendance form and fill in the covers of their answer books. No other writing is permitted.
- 6.10.15 'Confidential' Papers: Most papers of this type (usually multiple-choice papers) are not to be copied, nor removed from the examination room by students or supervisors. The following rules will be observed:
- 6.10.15.1 Any student wishing to leave the examination room early must attract the attention of the supervisor and wait until the supervisor has collected the paper.
- 6.10.15.2 When 'cease writing' is called, students must remain in their seats until all books have been collected.
- 6.10.16 Students are not permitted to loiter in the vicinity of examination rooms; during or at the conclusion of an examination. Nor are they permitted to talk or make noise near such rooms.
- 6.10.17 The attention of all candidates is drawn to the instructions printed on the cover of each examination book.
- 6.11 **Supplementary examinations and further tests for the Master of Nursing (graduate entry)**
- 6.11.1 No supplementary examinations or further tests will be conducted in the Master of Nursing (graduate entry) course by the Faculty of Nursing and Midwifery, except where there are extenuating circumstances in particular cases.
- 6.11.2 Students should refer to the resolutions in this document relating to special consideration.
- 6.12 **Timetables**
- 6.12.1 Examination timetables are available from the Faculty Office approximately two to three weeks prior to the examination period.
- 6.12.2 Initially the timetable is published in draft form. Students are responsible to ensure that they check the final form of the timetable.
- 6.12.3 Note that errors in reading timetables are not a valid excuse for missing examinations.
- 6.12.1 **Timetable problems**
- 6.12.1.1 Students who find they have two or more examinations scheduled in the same timeslot should apply for a change of timetable at Camperdown Campus Student Services as soon as the draft timetable is published.
- 6.13 **Translation dictionaries**
- 6.13.1 Translation dictionaries may be used in examinations by ESL (English as a second language) students who are sitting for examinations in Year 1 of the Master of Nursing (graduate entry) in the Faculty of Nursing and Midwifery including those enrolled in the Bachelor of Nursing (Post-registration).
- 6.13.2 Year 2 ESL students are not permitted to use translation dictionaries.
- 6.13.3 Procedures for applying to use a translation dictionary are set by the Examinations Office and students should seek further information from the Student Centre (Camperdown Campus).
- 6.14 **Online examinations**
- 6.14.1 Students enrolled in either the online or on-campus mode of study may elect to do an online examination providing it is offered in the relevant unit of study.
- 6.14.2 All online examinations will be treated as open book exams.
- 6.14.3 Where contact with a staff member is required during the online examination period, access will be via telephone and/or email.
- 6.14.4 The Faculty will give due consideration to different time zones when determining the commencement time for an examination.
- 6.14.5 Any issues concerning such matters as typing speed will be considered on a case by case basis using the normal special consideration procedures of the Faculty.
7. **Exclusion**
- 7.1 **Restriction upon re-enrolment**
- 7.1.1 There are certain circumstances in which students could be asked to show good cause why they should be permitted to repeat any previously attempted unit of study.
- 7.1.2 Liability for exclusion from re-enrolment is determined by academic attainment during the immediate past one or two academic years (depending upon the faculty or board of studies concerned).
- 7.1.3 Students who are in any doubt about their liability for exclusion following academic failure or discontinuation of degrees should ask advice of the Exclusions office in Student Services (Main Campus).
- 7.1.4 Students should refer to the Faculty resolutions relating to show cause in this document.
- 7.1.5 Students whose attendance at and/or performance in clinical practicum sessions causes doubt in relation to their safety to practise may be asked to show cause why they should be permitted to re-enrol in the course.
8. **Exemption**
- 8.1 **Partial Exemptions**
- 8.1.1 Upon re-enrolment in a failed unit of study, students will be required to complete the whole unit of study.

Part IV: clinical – pre-registration

1. Application

- 1.1 These resolutions apply to pre-registration students and international students who hold a qualification in another country and who are completing requirements to register in NSW.

2. Definitions

2.1 *Nursing Assessment by Simulation (NABS) (1996 Resolutions only)*

- 2.1.1 NABS are examinations conducted on the practical clinical skills and are part of the assessment of the clinical component of a unit of study.

- 2.1.2 A student who fails to achieve a passing grade in NABS will be deemed to have failed the unit of study.

2.2 *On-campus clinical assessments (2002 Resolutions)*

- 2.2.1 On-campus clinical assessments are conducted as a component of particular units of study.

- 2.2.2 A student who fails to achieve a passing grade in on-campus clinical assessments will be deemed to have failed the unit of study.

2.3 *Clinical failure*

- 2.3.1 A student is deemed to have a clinical failure if they fail to satisfy requirements for the clinical component of a unit of study either on the basis of attendance and/or performance.

3. Attendance

3.1 *Clinical nursing laboratory sessions (on and off-campus)*

- 3.1.1 Clinical nursing laboratory sessions form an essential part of the clinical component of the Master of Nursing (graduate entry) curriculum approved by the Nurses and Midwives Board, NSW.

- 3.1.2 Students are required to attend and participate in each of the clinical sessions and are required to register their attendance at the commencement and completion of each session.

- 3.1.3 Students who are absent for part or all of a clinical session are required to notify the unit of study coordinator within the week of the missed session to arrange suitable make-up.

- 3.1.4 Attendance time is at the discretion of the laboratory facilitator.

- 3.1.5 In the case of prolonged illness or misadventure, subject to the meeting the requirements of the resolutions relating to special consideration in this document, students may book independent practice sessions on return from their absence.

- 3.1.6 These sessions must take place prior to the student's clinical placement and should be arranged with the unit coordinator.

- 3.1.7 Failure to attend all clinical sessions or to make appropriate arrangements with the unit of study coordinator when absent will result in the student not being allowed to attend clinical placements in health service agencies and an Absent Fail grade being awarded.

- 3.1.8 A maximum of two make-up clinical laboratory sessions will be permitted each semester.

3.2 *Clinical placements*

- 3.2.1 Clinical settings may include community settings, people's homes, hospitals and nursing homes. Attendance at all clinical placements is compulsory.

- 3.2.2 Unsubstantiated absences from clinical placements will result in a Fail grade. The student will then be required to show cause.

- 3.2.3.1 The opportunity for students to indicate a preference for particular clinical placement sites will be available.

- 3.2.3.2 Preferences should be lodged with the Clinical Education Administration Office located within the Faculty Office on the appropriate form by the date indicated at the commencement of the semester.

- 3.2.4 Staff will endeavour to meet the requests of students who nominate preferences, however places at a specific site cannot be guaranteed. Students may nominate their clinical preferences via the Web.

- 3.2.5 For clinical placements where the Faculty is unable to meet nominated clinical preferences or where no preference is recorded, the Faculty, having given due attention to students' listed home address, will endeavour to place students within a reasonable distance of this address but cannot guarantee any particular placement.

- 3.2.6 If a student is unable to attend a clinical placement for any reason they must:

- 3.2.6.1 contact their ward/placement and notify their clinical supervisor;

- 3.2.6.2 contact the Faculty Office with the reason for non-attendance; and

- 3.2.6.3 follow the guidelines set out in the resolutions relating to special consideration in this document.

- 3.2.7 Any student who is called for jury duty at the time of a clinical placement should contact the Faculty Office as a matter of urgency.

- 3.2.8 Hospitals and health care agencies may not accept students for clinical placement who are more than 33 weeks pregnant. Students in this situation are required to contact the Faculty Clinical Administration Officer.

3.3 *Changing a scheduled clinical placement*

- 3.3.1 Students are required to be available for clinical placements throughout the specified clinical period as designated by the semester and vacation dates published by the Faculty annually.

- 3.3.2 In normal circumstances variation of scheduled clinical experience will not be possible.

- 3.3.3 In extenuating circumstances requests for specific dates for clinical placements may be made in writing to the Faculty Office by Week 3 of the relevant semester (except in the event of unforeseen circumstances such as illness where students are advised to contact the appropriate coordinator for assistance).

- 3.3.4 The reason for the request must be clearly stated, and applications submitted with supporting documentation.

- 3.3.5 In extenuating circumstances variation to placement sites may be considered up to 1 week after the advisement of the site on the noticeboard in the clinical laboratory area.

3.4 *Infectious diseases*

- 3.4.1.1 All students are required to be aware of the NSW Health Department's definition of exposure-prone procedures and note that clinical practice may pose risks of infection.

- 3.4.1.2 The Clinical Education Office is able to provide students with details of these requirements.

- 3.4.2.1 The Faculty of Nursing and Midwifery expects that all nursing students will be aware of their own infectious diseases status and, if necessary, undergo appropriate immunisations.

- 3.4.2.2 Students for whom immunisation is inadvisable on medical grounds should seek advice about alternative preventive measures in the event of exposure.

- 3.4.3 In addition to the personal risks to students there are small risks to susceptible patients from actively infected students.

- 3.4.4 Students who consider themselves at risk should seek advice individually and check their status as often as advised.

- 3.4.5 Students need to be aware that the NSW Health Department has the right to refuse placements to students who are not fully immunised.

3.5 *Length of clinical day*

- 3.5.1 The clinical day can occur between the hours of 7am and 11pm, Monday to Friday, depending on the experience being undertaken, the clinical setting, and the commencement time of the morning and afternoon shifts.

- 3.5.2 Greater variation in the clinical day may occur during Year 2.

- 3.5.3 The length of the clinical day will also vary. Details will be provided to the students as necessary.

- 3.5.4 Many clinical sites have a clear expectation that students on placement will attend for the length of a full shift, i.e. eight hours.

- 3.5.5 The number of days of attendance during the clinical week for each placement will vary between placements.

- 3.5.6 The Faculty Office will provide details, but students are forewarned that attendance 4 or 5 days per week is usually required.

3.6 *Length of clinical placement*

- 3.6.1 The following periods of clinical placement off campus will be undertaken during a Master of Nursing (graduate entry) course:

- 3.6.1.1 Year 1: 10 weeks equivalent

- 3.6.1.2 Year 2: 19.2 weeks equivalent

- 3.6.2 Part-time students will undertake clinical placements during the same periods as full-time students.

- 3.6.3 Students are strongly advised not to organise paid employment or any other extraneous activities until they are aware of their actual clinical experience hours.
- 3.6.4 Students who fail to do so may not be able to have their requests to vary placement granted.
- 3.7 **Supplementary clinical policy**
- 3.7.1 The Faculty aims to manage clinical placements in an efficient and academically fair manner. Clinical placements will be organised for particular weeks during the calendar year, some of which may be outside the semester periods.
- 3.7.2 Students are advised to ensure they are substantially free from other commitments at those times.
- 3.7.3 Only students who have a genuine illness or misadventure during their original clinical placement are eligible for supplementary clinical.
- 3.7.4 Students who are absent from their assigned clinical placements, and who meet the requirements for special consideration as set out in this document, are required to complete an *Application for a Supplementary Clinical* form and forward to the Faculty Office within seven days of the completion of the affected clinical placement.
- 3.7.5 Applications will not be considered unless they include the following supporting documentation:
- 3.7.5.1 for illness, the information supplied on the medical certificate should be sufficient to satisfy the Board of Studies that the condition is of a serious enough nature to merit consideration for a supplementary clinical and should include the likely effect on the student's performance during the clinical placement together with the estimated period of time over which the condition may result in prohibiting the student from completing a clinical placement.
- 3.7.5.2 for misadventure, the reason for the absence must be beyond the control of the student and outside of normal circumstances expected of student life.
- 3.7.5.3 Normal circumstances relate to matters that an average student could be expected to encounter in daily life such as:
- 3.7.5.3.1 difficulty applying oneself to university studies;
- 3.7.5.3.2 demands of employment including the consequence of promotion, employment transfer or change;
- 3.7.5.3.3 being temporarily absent from the usual place of residence;
- 3.7.5.3.4 difficulties in personal relationships;
- 3.7.5.3.5 the need for financial support; and
- 3.7.5.3.6 social activities.
- 3.7.6 Completion of an *Application for a Supplementary Clinical* does not guarantee:
- 3.7.6.1 a place in a supplementary clinical; or
- 3.7.6.2 a place during the next appropriate clinical placement period.
- 3.7.7 Generally there will be a limited number of places available to students requiring supplementary clinical in any given semester.
- 3.7.8 Applications for supplementary clinical will be considered on merit.
- 3.7.9 Applications will be reviewed by the Associate Dean (Learning and Teaching) and students will be notified of the decision.
- 3.7.10.1 Students who are not granted a supplementary clinical by the Associate Dean (Learning and Teaching) will be deemed to have failed the relevant unit of study.
- 3.7.10.2 These students will be required to re-enrol in the unit of study.
- 3.8 **Transport to clinical placements**
- 3.8.1 It is the student's responsibility to arrive at the designated clinical experience placement on time.

Part V: Clinical – postgraduate

1. Attendance

- 1.1 In order to successfully complete a postgraduate degree, diploma or certificate students undertaking specific majors or units of study may be required to undertake periods of clinical practice during which their performance and attendance are assessed.
- 1.2 These requirements are set out in the resolutions for the Master of Nursing, Graduate Diploma of Nursing, Graduate Diploma

in Midwifery and the Graduate Certificate of Nursing as well as within individual units of study.

2. Assessment of clinical performance

- 2.1 To achieve a passing grade for their clinical placements students are required to:
- 2.1.1 meet all attendance requirements; and
- 2.1.2 be assessed as 'satisfactory'.
- 2.2 Specific assessment requirements will be communicated to students by the unit of study coordinator responsible for a unit of study, which includes a clinical component.
- 2.3 A student who does not meet the requirements of the clinical component of a unit of study or course will be deemed to have failed that unit or course; such failures are defined as 'clinical failures'.
- 2.4 A student who is assessed or deemed to be unsatisfactory or unsafe clinically may be asked to show cause why they should be permitted to re-enrol in the course.
- 2.5 A student who fails to meet the requirements of the clinical component of a unit of study or course shall be deemed not to have made satisfactory progress, and shall be required to show good cause why she or he should be permitted to re-enrol in the unit of study.
- 2.6 Students who have two clinical failures will not be permitted to proceed further with their course unless they can show good cause as to why they should be permitted to continue.

Part VI: Graduate Studies – coursework

1. Suspension of candidature in postgraduate coursework courses

- 1.1 Students will normally only be eligible to apply for suspension of their candidature in coursework postgraduate courses following the successful completion of a minimum of two (2) units of study (equivalent to one (1) semester enrolment in the part-time mode).
- 1.2 Students will be able to suspend candidature for a maximum of two semesters.
- 1.3 During a course of study a student may only be permitted to suspend candidature once.

2. Satisfactory progress

- 2.1 Candidates who fail:
- 2.1.1 up to 12 credit points in which they are enrolled in any semester may progress to a normal full-time load in the subsequent year. In addition, they are permitted to enroll in the failed unit of study;
- 2.1.2 up to 24 credit points study in which they are enrolled in any semester may only progress to a normal full-time load in the subsequent year. This must include the units of study in which they failed previously; or
- 2.1.3 more than half of the credit point load (12 credit points in the case of a part-time student and 24 credit points in the case of a full-time student) undertaken during a semester or a year, or who fail to meet the requirements of a practicum unit, or who discontinue enrolment in one unit of study twice shall be deemed not to have made satisfactory progress. They shall be required to show good cause as to why they should be permitted to re-enrol in the course.
- 2.2 The Faculty reserves the right to require students who are asked to show cause to enrol in and successfully complete units of study in addition to the minimum number of credit points required to complete the degree.
- 2.3 The Faculty reserves the right to require students who are asked to show cause and who fail to demonstrate the minimum level of spoken or written English required by the Faculty to provide documentation to show they have an IELTS (or equivalent) score of 7.0 overall and 7.0 in each band.

3. Award with merit

The following resolutions apply only to students enrolled in degree codes in operation prior to 2001.

3.1 Graduate Diploma

- 3.1.1 All students who achieve a distinction average or better on the basis of all units of study will be awarded their diploma with merit.

3.2 Master of Nursing

- 3.2.1 All students who achieve a distinction average or better on the basis of all units of study undertaken in the course will be awarded their degree with merit.

Part VII: Research degrees

The resolutions relating to research degrees must be read in conjunction with all other Faculty Resolutions.

Division I: General Information

1. Candidature – suspension/extension

1.1 Extension of research candidature

- 1.1.1 A recommendation from the Director (Research) should where reasonably possible accompany all applications to the Board of Studies for extension of research candidatures.
- 1.1.2 If a three month notice of submission of thesis has not been received in the Faculty Office by May 30 or November 30 as appropriate, for the final semester of a student's candidature, the Director (Research) will be advised and a review undertaken to provide a recommendation to the Board of Studies in time for a student to receive timely advice on their next semester's enrolment.

2. Thesis

2.1 Definition of terms

- 2.1.1 The term, thesis, applies to the independent work of a student enrolled in a designated research degree.
- 2.1.2 A degree is designated as a research degree if it contains a research component of 66 per cent.
- 2.1.3 In the case of the Faculty of Nursing and Midwifery, this includes the following awards:
- 2.1.3.1 Bachelor of Nursing (Honours)
- 2.1.3.2 Master of Nursing (Honours)
- 2.1.3.3 Master of Philosophy
- 2.1.3.4 Doctor of Health Services Management
- 2.1.3.5 Doctor of Philosophy

Division II: Bachelor of Nursing (Honours)

1. Admission

- 1.1 Students who have qualified for the Bachelor of Nursing and who are registered to practise nursing and are considered by the Faculty and the Co-ordinator (Research Students) to have the requisite knowledge and aptitude may be eligible to apply for the Honours course.
- 1.2 Students who have completed the first two years of the Bachelor of Nursing as a pre-registration degree and are considered by the Faculty and the Associate Dean (Teaching and Learning) to have achieved at a sufficiently meritorious level in their academic and off-campus clinical work may be admitted to the Bachelor of Nursing (Honours) course as a pre-registration pattern of study.

2. Supervision

- 2.1 Students admitted under clause 1.1 will complete all required coursework and a thesis with the guidance of a supervisor appointed by the Associate Dean (Academic).
- 2.2 Students admitted under clause 1.2 will complete:
- 2.2.1 all required coursework and a thesis with the guidance of a supervisor (or supervisor) appointed by the Associate Dean (Academic); and
- 2.2.2 all required clinical requirements as specified from time to time by the Faculty.

3. Bachelor of Nursing (Honours) Thesis

- 3.1 While a student is required to demonstrate originality when writing a thesis, it does not follow that the thesis must be a research report in the sense that the student has collected and analysed original data.
- 3.2 A thesis is required to embody original work or new knowledge (facts), insights or understandings in the sense that the student argues for a particular position, methodical approach, and/or analysis and/or interpretation and is able to defend it.
- 3.3 The thesis is original in the sense that it makes a distinct contribution to knowledge or to ways of investigating a particular topic.
- 3.4 The student is also expected to demonstrate competence in conducting research.
- 3.5 One of the central characteristics of an honours degree is that it requires the student to complete a substantial piece of work in a limited time frame.
- 3.6 This requirement should be reflected in the topic and the scale of the project. As general principles:

- 3.6.1 the size of the project and the topic to be investigated should be matched by the time and resources available to complete the award in the specified time;
- 3.6.2 any ethical issues must be addressed before the final selection of the topic is made.
- 3.7 Possible options for an honours thesis include but are not restricted to, the following:
- 3.7.1 a report of research in which data have been collected, analysed and interpreted, including replication studies;
- 3.7.2 a literature review and critique, with particular emphasis on the identification of lines of inquiry that can be followed;
- 3.7.3 a discourse (and textual) analysis;
- 3.7.4 a philosophical essay;
- 3.7.5 an exposition of an ethical issue or area;
- 3.7.6 a clinical or nursing practice project, that is, the identification, description and analysis of a particular clinical issue or nursing practice, the means by which it can be investigated and any particular methodological, theoretical, clinical and conceptual issues that need to be addressed;
- 3.7.7 an historical project;
- 3.7.8 an audit of case records;
- 3.7.9 a needs analysis; or
- 3.7.10 an epidemiological inquiry.
- 3.8 Suggested parameters for projects, which involve the collection of data for an honours thesis are as follows:
- 3.8.1 research designs should be uncomplicated;
- 3.8.2 instrumentation should already be established;
- 3.8.3 replication studies are permissible;
- 3.8.4 descriptive hypothesis-generation studies are permissible;
- 3.8.5 evidence must be produced in the early stages of the student's enrolment that ready access to respondents or to the relevant field(s) can be obtained;
- 3.8.6 the sample size of the project should not be too ambitious and the sample should be readily accessible;
- 3.8.7 the design characteristics of the study should be simple and straightforward; and
- 3.8.8 descriptive and/or inferential statistics may be used.
- 3.9 The length for the honours thesis is 10,000 to 15,000 (maximum) words.
- 3.10 The thesis must be submitted in a form consistent with the Faculty style guide.

Division III: Master of Nursing (Honours)

1. Admission

- 1.1 Students who have qualified for the Master of Nursing and are considered by the Faculty and the Co-ordinator (Research Students) to have the requisite knowledge and aptitude may be eligible to apply for the Master of Nursing (Honours) course.
- 1.2 Students who have graduated with a Master of Nursing or another appropriate degree from universities other than the University of Sydney may also be eligible to apply for the Honours course.

2. Supervision

- 2.1 Students will complete a thesis under the guidance of a supervisor appointed by the Associate Dean (Academic). Supervision will normally involve, on average, a one hour per week meeting.

3. Master of Nursing (Honours) Thesis

- 3.1 While a student is required to demonstrate originality when writing at thesis, it does not follow that the thesis must be a research report in the sense that the student has collected and analysed original data.
- 3.2 A thesis is required to embody original work or new knowledge (facts), insights or understandings in the sense that the student argues for a particular position, methodical approach, and/or analysis and/or interpretation and is able to defend it.
- 3.3 The thesis is original in the sense that it makes a distinct contribution to knowledge or to ways of investigating a particular topic.
- 3.4 The student is also expected to demonstrate competence in conducting research.
- 3.5 One of the central characteristics of an honours degree is that it requires the student to complete a substantial piece of advanced work in a limited time frame.
- 3.6 This requirement should be reflected in the topic and the scale of the project. As general principles:

- 3.6.1 the size of the project and the topic to be investigated should be matched by the time and resources available to complete the award in the specified time;
- 3.6.2 any ethical issues must be addressed before the final selection of the topic is made.
- 3.7 Possible options for an honours thesis include but are not restricted to, the following:
- 3.7.1 a report of research in which data have been collected, analysed and interpreted, including replication studies;
- 3.7.2 a literature review and critique, with particular emphasis on the identification of lines of inquiry that can be followed;
- 3.7.3 a discourse (and textual) analysis;
- 3.7.4 a philosophical essay;
- 3.7.5 an exposition of an ethical issue or area;
- 3.7.6 a clinical or nursing practice project, that is, the identification, description and analysis of a particular clinical issue or nursing practice, the means by which it can be investigated and any particular methodological, theoretical and conceptual issues that need to be addressed;
- 3.7.7 an historical project;
- 3.7.8 an audit of case records;
- 3.7.9 a needs analysis;
- 3.7.10 an epidemiological inquiry; or
- 3.7.11 a highly developed proposal for a research project.
- 3.8 Suggested parameters for projects, which involve the collection of data for an honours thesis are as follows:
- 3.8.1 designs should be simple;
- 3.8.2 instrumentation should be established;
- 3.8.3 descriptive hypothesis-generation studies are permissible; evidence must be produced in the early stages of the student's enrolment that ready access to respondents or to the relevant field(s) can be obtained;
- 3.8.4 the sample size of the project should not be too ambitious and the sample should be readily accessible;
- 3.8.5 the design characteristics of the study should be achievable in the time available.
- 3.8.6 the design characteristics of the study should be achievable in the time available.
- 3.9 The length for the honours thesis is 15,000 to 20,000 (maximum) words.
- 3.10 The thesis must be submitted in a form consistent with the Faculty style guide.

Division IV: Final Year Honours

1. Honours grades

- 1.1 In degrees where honours grades are reported in percentages, the grades for the award of honours shall be:

Grade (Code)	Mark Range	Comments
Honours Class I and Medal (HIM)	90-100	The student's performance is of first class Honours standard and justifies consideration of the award of the University medal.
Honours Class I (HI)	80-89	The student's performance is of first class Honours standard but not of a standard that justifies consideration of the award of the University medal.
Honours Class II, Division 1 (H21)	75-79	The student's performance is of second class Honours (Division 1) standard.
Honours Class II, Division 2 (H22)	70-74	The student's performance is of second class Honours (Division 2) standard.
Honours Class III (H3)	65-69	The student's performance is of third class Honours standard.
Pass (P)	<64	The student's performance is not such as to justify the award of Honours.

Division V: Master of Philosophy (Nursing)

1. Length of thesis

- 1.1 The length of the Master of Philosophy thesis is determined by the topic area and the type of research conducted. Although the Faculty of Nursing and Midwifery does not stipulate a word limit the maximum for a Master of Philosophy thesis is 60,000 words.

2. Submission of thesis

- 2.1 Three months prior to submission of the thesis students are required to inform the Faculty on the appropriate form that the thesis is approaching completion.

- 2.2 At that time it is also necessary to supply three copies of a 300 word summary of the thesis for distribution to potential examiners.
- 2.3 Three copies of the thesis must be presented for examination.
- 2.4 These copies may be soft bound as stated in 1998 Thesis Guide (SUPRA).
- 2.5 The recommendation for submission from the supervisor must be presented along with the thesis (a sample form is included in Appendix II).
- 2.6 On successful completion of the examination process a minimum of two hard bound copies of the completed thesis printed on acid free paper will be required, by the Associate Dean (Academic) for lodging in the University and Faculty libraries.
- 2.7 These requirements are further explained in the 1998 Thesis Guide (SUPRA).

3. Examination of thesis

3.1 Appointment of examiners

- 3.1.1 Once the thesis has been lodged and the supervisor's certificate received, the Chair of the Board of Studies (acting on behalf of the Faculty - see section 3.30), having considered the certificate, shall approve the appointment of examiners on recommendation from the Associate Dean (Academic), unless the faculty board considers that examiners should not be appointed.

3.2 Examiners not appointed

- 3.2.1 If the Board of Studies, after consideration of the supervisor's certificate, has resolved not to proceed to the appointment of examiners, it shall refer the matter back, with the reasons for the decision, to the Associate Dean (Academic) for further consideration in consultation with the supervisor.

3.3 Delays in appointment

- 3.3.1 The Associate Dean (Academic) and the Board of Studies shall take all possible steps to ensure that examiners are appointed within four weeks of the submission of the thesis.
- 3.3.2 The Associate Dean (Academic) should normally have taken the steps outlined below in sections 3.4 to 3.6, noting the provisions of section 3.8, before the thesis is submitted.

3.4 Consultation and recommendation

- 3.4.1 The Associate Dean (Academic) shall, if reasonably possible, before making his or her recommendation for the appointment of examiners, consult the supervisor and, if it is considered by the supervisor to be necessary, any appointed associate supervisor.
- 3.4.2 The Associate Dean (Academic) shall recommend the appointment of two examiners of the thesis of whom one shall be external to the University, i.e. not being a member of the staff of the University, or hold a clinical academic title.
- 3.4.3 The Associate Dean (Academic) may also recommend the appointment of one or more qualified additional persons who may be called on to act in place of one or more of the two first appointed examiners.

3.5 Qualifications of examiners

- 3.5.1 Examiners recommended should be known to be familiar with the supervision and examination of research theses and should normally still be active in research and/or scholarship.
- 3.5.2 An examiner appointed to act as an assessor under section 3.18.1.6 should possess very high standing in the subject in question.
- 3.5.3 Subject to any policy to the contrary by the Board of Studies, a supervisor of a candidate may be appointed as an examiner for that candidate, except that a supervisor shall not normally be so appointed if he or she is also the head of the department or academic unit concerned.
- 3.5.4 It is however, Faculty of Nursing and Midwifery policy that a supervisor would not normally be appointed as an examiner.
- 3.5.5 The Associate Dean (Academic), in making a recommendation, shall take all reasonable steps to ensure that the examiners proposed are free from bias either for or against the candidate or the supervisor.

3.6 Involvement of candidate

- 3.6.1 The Associate Dean (Academic) or the supervisor or the candidate may initiate a general discussion with the candidate by the supervisor and/or the Associate Dean of a wide range of possible examiners.
- 3.6.2 A candidate may advise the Associate Dean (Academic) or the Dean or the Chair of the Board of Studies of the names

- of any persons the candidate does not wish to see appointed as examiners, giving the reasons in writing.
- 3.7 Faculty to appoint examiners**
- 3.7.1 The Board of Studies, on receipt of a recommendation for the appointment of examiners from the Associate Dean (Academic), and having considered any advice from the candidate, may appoint the examiners as recommended or appoint different examiners after consultation with the Associate Dean (Academic).
- 3.8 Disclosure of names**
- 3.8.1 Except as may be necessary when an oral examination is required, the names of the examiners appointed shall not be disclosed to the candidate until a determination has been made about the award of the degree.
- 3.9 Invitation to examiners**
- 3.9.1 After the appointment of examiners by the Board of Studies, the Associate Dean (Academic) shall write to the external examiner inviting him or her to act, specifying the conditions applicable to the examination process and enclosing the resolutions for the degree, an information statement and the examiner's report form.
- 3.9.2 On receipt of an acceptance of the invitation to act, the Associate Dean (Academic) shall dispatch a copy of the thesis.
- 3.9.3 The Associate Dean (Academic) shall similarly write to the internal examiner advising him or her of their appointment and the conditions, which apply and enclosing the resolutions for the degree and the examiner's report form, together with a copy of the thesis.
- 3.10 Delegations of authority**
- 3.10.1 The Associate Dean (Academic) may delegate to a specified member of the academic staff his or her responsibilities under this section by countersigning a specific recommendation in respect of a particular candidature or by making and forwarding to the Dean, a written statement of delegation of those powers.
- 3.11 Examiners' reports**
- 3.11.1 An examiner is required to complete the examination of the thesis and submit a report on the prescribed form within two months of receipt of the thesis.
- 3.11.2 The examiner shall be advised by the Associate Dean (Academic) of the name of the other examiner who has agreed to act and may consult the co-examiner directly at any stage of the examining process, but shall submit an independent report and shall not have any right of access to the other examiner's reports.
- 3.11.3 The report shall include the recommendation that:
- 3.11.3.1 the candidate be awarded the degree without further examination; or
- 3.11.3.2 the candidate be awarded the degree subject to correcting typographical errors before the degree is conferred. (Typographical errors include spelling, grammar, punctuation, capitalisation and reference dates); or
- 3.11.3.3 the candidate be awarded the degree subject to conditions listed in the examiner's report being addressed to the satisfaction of the Faculty (which may include a recommendation that, if reasonably possible, the candidate should be required to take an additional oral or other examination); or
- 3.11.3.4 the candidate be not awarded the degree, but be permitted to resubmit the thesis in a revised form for re-examination, following a further period of study, the examiner having formed the opinion that the errors or deficiencies substantially affect the argument or the thesis; or
- 3.11.3.5 the candidate be not awarded the degree.
- 3.11.4 The report shall also record whether in the opinion of the examiner:
- 3.11.4.1 the thesis is a substantially original contribution to the knowledge of the subject concerned;
- 3.11.4.2 the thesis affords evidence of originality by the discovery of new facts;
- 3.11.4.3 the thesis affords evidence of originality by the exercising of independent critical ability;
- 3.11.4.4 the thesis is satisfactory as regards literary presentation; and
- 3.11.4.5 a substantial amount of material in the thesis is suitable for publication.
- 3.11.5 The examiner shall state the grounds on which his or her recommendation is based, indicating the strengths and weaknesses of the thesis and the particular contributions made by the candidate and may list emendations that it is considered should be made and shall indicate the extent of any consultation with the other examiner.
- 3.12 Release of examiners' names**
- 3.12.1 As part of the report form, the examiner shall be asked to indicate whether he or she is willing to have his or her name and/or his or her report in full or in part released to the candidate, either at the conclusion of the examination, or in the circumstances outlined in sections 3.22.2 to 3.22.4.
- 3.13 Receipt of reports**
- 3.13.1 The Associate Dean (Academic) shall acknowledge receipt of reports as received and arrange for payment of the examiner's fee to external examiners.
- 3.13.2 The Associate Dean (Academic) shall contact any examiner, who has not submitted his or her report within ten weeks of dispatch of the thesis, requesting advice as to when it will be submitted and reminding the examiner of the conditions of the examination.
- 3.14 Replacement examiner if report not received**
- 3.14.1 The Associate Dean (Academic) shall further contact any examiner who has not submitted the report by the end of the fourteenth week after dispatch of the thesis, advising that it will be necessary to proceed to the appointment of a replacement examiner if the report is not received within a further two weeks and shall proceed to do so if the report is not received within that time.
- 3.14.2 Notwithstanding the fact that replacement examiners may previously have been appointed, the Associate Dean (Academic) shall seek advice from the Co-ordinator (Research Students) or the Director (Research) as to who should act as a replacement examiner in the event of an examiner being replaced under the circumstances referred to in section 3.14.1 and, if necessary, the Board of Studies shall appoint a further qualified examiner on the recommendation of the Associate Dean (Academic) who shall, if necessary, have carried out the same consultative procedures as applied to the initial appointment of examiners.
- 3.14.3 Should the process of appointing a replacement examiner under the circumstances referred to in section 3.14.1 have proceeded to the point where a copy of the thesis has been dispatched to the replacement examiner, any report subsequently received from the examiner who has been replaced shall not be considered in determining the result of the candidature.
- 3.14.4 Notwithstanding the provisions of sections 3.14.1 to 3.14.3 the Board of Studies or its Chair may, in such circumstances as it shall determine are exceptional allow some specific variation to those requirements.
- 3.15 Consideration of examiners' reports: Associate Dean (Academic) reports**
- 3.15.1 When both examiners' reports have been received:
- 3.15.1.1 the reports shall be forwarded by the Faculty Office to the Chair of the Board of Graduate Studies or the Chair's nominee for consideration if both examiners' reports have recommended that:
- 3.15.1.1.1 the degree be awarded without qualification; or
- 3.15.1.1.2 the degree be awarded subject to the correction of typographical errors; or
- 3.15.1.1.3 the degree be awarded subject to emendations;
- 3.15.1.2 or, if any other recommendations have been made, or if there is disagreement between the examiners, the Faculty Office shall forward the reports to the Associate Dean (Academic) for a recommendation and to the supervisor.
- 3.15.2 Neither Associate Dean (Academic) nor supervisor shall have a right of access to the examiners' reports before they have both been received, except where the Dean of the Faculty considers that special circumstances exist.
- 3.15.3 The Associate Dean (Academic) shall, before making a recommendation, if reasonably possible, consult the candidate's supervisor(s), the student, and (where appropriate) the candidate's annual progress reports if:
- 3.15.3.1 there is disagreement between the examiners; or
- 3.15.3.2 emendations have been recommended by an examiner;

- 3.15.4 When making her/his recommendation, the Associate Dean (Academic) shall indicate the nature and extent of consultation that has been carried out and shall forward a copy of any written report she/he has received from the supervisor(s).
- 3.16 *Associate Dean (Academic)'s recommendation*
- 3.16.1 Having considered the reports of the examiners and carried out any required consultation, the Associate Dean may make one of the following recommendations:
- 3.16.1.1 that the degree be awarded without further conditions; or
- 3.16.1.2 that the degree be awarded subject to the correction of typographical errors being made in all the copies of the thesis to be retained in the University before the degree is conferred; or
- 3.16.1.3 that the degree be awarded subject to emendations being made in all copies of the thesis to be retained in the University; or
- 3.16.1.4 that the candidate be required to take an additional oral or other examination or answer specific questions put by an examiner; or
- 3.16.1.5 that an additional examiner be appointed; or
- 3.16.1.6 that an additional examiner be appointed to examine the thesis and act as an assessor of the reports of the other examiners; or
- 3.16.1.7 that the reports of the examiners, together with the comments from the supervisor be referred to both the examiners for their comment; or
- 3.16.1.8 that the candidate not be awarded the degree, but be allowed to revise and resubmit the thesis within a prescribed maximum period of time; or
- 3.16.1.9 that the degree not be awarded.
- 3.17 Consideration of examiners' reports and Associate Dean (Academic)'s recommendation
- 3.17.1 The Associate Dean, having made a recommendation in accordance with any of 3.16.1.1 to 3.16.1.9 above, shall forward the recommendation to the Faculty Office for the consideration of the Chair of the Board of Studies, who may convene a meeting of members of the Board of Studies.
- 3.17.2 In the event of a recommendation in accordance with 3.16.1.4 to 3.16.1.9 above, the Chair of the Board of Studies shall refer the matter to the Board of Studies for its consideration.
- 3.18 *Board of Studies' action*
- 3.18.1 The Board of Studies, after consideration of the examiners' reports and the recommendation of the Associate Dean (Academic) may decide:
- 3.18.1.1 that the degree be awarded without further examination; or
- 3.18.1.2 that the degree be awarded subject to the correction of typographical errors being made in all the copies of the thesis to be retained in the University before the degree is conferred; or
- 3.18.1.3 that the degree be awarded subject to emendations specified by the Associate Dean (Academic) being made in all copies of the thesis to remain available in the University; or
- 3.18.1.4 that the candidate be required to take an additional oral or other examination or answer specific questions put by an examiner, this not being a substitute for requiring the candidate to make emendations to the thesis or to revise and resubmit the thesis; or
- 3.18.1.5 that an additional examiner be appointed; or
- 3.18.1.6 that an additional examiner be appointed to examine the thesis and act as an assessor of the reports of the other examiners; or
- 3.18.1.7 that the reports of the examiners, together with comments from the supervisor, shall be referred to both the examiners for their comment; or
- 3.18.1.8 that the candidate not be awarded the degree, but be allowed to revise and resubmit the thesis within a prescribed maximum period of time; or
- 3.18.1.9 that the degree be not awarded.
- 3.18.2 Where the Board of Studies has approved the award of the degree without further conditions, the Associate Dean (Academic) shall advise the candidate that the degree has been awarded subject to the lodgement of two permanently bound copies of the thesis printed on acid-free or permanent paper, with the University and Faculty Librarians, and shall advise the examiners, Co-ordinator (Research Students) and supervisor.
- 3.18.3 Where the Board of Studies has approved the award of the degree subject to the correction of typographical errors, the Associate Dean (Academic) shall advise the candidate that the degree has been awarded subject to the lodgement of two permanently bound copies of the thesis printed on acid free or permanent paper in which the typographical corrections have been made to the satisfaction of the Associate Dean (Academic), with the University and Faculty Librarians, and shall advise the examiners, Co-ordinator (Research Students) and supervisor.
- 3.18.4 Where the Board of Studies resolves that the degree be awarded subject to emendations specified by the Associate Dean (Academic) being made in all copies of the thesis to remain available in the University, the Associate Dean (Academic) shall advise the candidate of the decision and of the nature of the emendations required and the latest date by which the emendations shall be made, being, unless otherwise determined by the Board of Studies, within a further three months, and shall provide such detail in relation to the examiners' reports as the he or she recommends.
- 3.19 *Oral examinations*
- 3.19.1 Where the Board of Studies has resolved under section 3.18.1.4 that the candidate be required to take an additional oral or other examination, or answer specific questions put by an examiner, unless the Board of Studies has determined otherwise, the Board of Studies shall be responsible for the oversight of these further examining processes and, having sought a further recommendation from the Associate Dean (Academic), may then resolve in accordance with section 3.18.1.
- 3.19.2 Those present at an oral examination may include one or more of:
- 3.19.2.1 the examiners;
- 3.19.2.2 persons, other than the examiners, nominated by the Board of Studies;
- 3.19.2.3 shall include the supervisor if he or she wishes; and
- 3.19.2.4 may include, with the approval of the Dean, a member of the University nominated by the candidate.
- 3.19.3 A candidate shall be given reasonable notice of any oral examination and of the nature of the examination and the names of the persons who will be present and may advise the Associate Dean (Academic) of reservations he or she may have about the presence of any particular person, giving reasons in writing.
- 3.20 *Additional examiner*
- 3.20.1 Where the Board of Studies resolves under section 3.18.1.5 that an additional examiner be appointed, the provisions of sections 3.1 to 3.16 shall apply as appropriate and the Associate Dean (Academic) shall write to the examiner as provided in section 3.9.1 or 3.9.3 and shall advise the previously appointed examiners of the name of the additional examiner.
- 3.20.2 The Board of Studies, having received a further recommendation from the Associate Dean (Academic), together with an additional examiner's report, may then resolve as provided in section 3.16.1.
- 3.20.3 Where the Board of Studies resolves under section 3.18.1.6 that an additional examiner be appointed to examine the thesis and act as an assessor of the reports of the other examiners, the provisions of sections 3.1 to 3.16 of these resolutions shall apply as appropriate and the Associate Dean (Academic) shall write to the examiner as provided in section 3.9.1 or 3.9.3, inviting the examiner to act as an assessor of the examiners' reports, as well as an examiner of the thesis and shall provide copies of the unidentified examiners' reports and shall also advise the previously appointed examiners of the name of the additional examiner who is also to act as assessor.
- 3.20.4 The Board of Studies, having received a further recommendation from the Associate Dean (Academic), together with an additional examiner-as-assessor's report, may then resolve as provided in section 3.18.1, except that, where the Board does not substantially resolve in the terms recommended by the assessor, it shall inform the Associate Dean (Academic) of its decision together with the reasons for that decision prior to any further action being taken.

3.21 *Referral of reports to examiners*

3.21.1 Where the Board of Studies resolves under section 3.16.1.7 that the reports of the examiners, together with comments from the supervisor, shall be referred to both the examiners for their comment, the Associate Dean (Academic) shall seek comments from the supervisor and then send copies of the examiners' reports and the supervisor's comments to each of the examiners, advising them that it is in order for them to confer and seeking a further report from each examiner within a period of four weeks.

3.21.2 The Associate Dean (Academic) shall forward the responses received, following the circulation of reports, for such consultation as is required under sections 3.15 and 3.16, and make a recommendation. The Board of Studies on receipt of that recommendation may then resolve as provided in section 3.18.1.

3.22 *Consultation with candidate*

3.22.1 Where the Board of Studies forms the intention either to resolve under section 3.18.1.8 that the degree not be awarded but that the candidate be allowed to revise and resubmit the thesis within a prescribed maximum period of time, or to resolve under section 3.18.1.9 that the degree not be awarded, that resolution shall be deferred to allow a process of consultation with the candidate.

3.22.2 The Associate Dean (Academic) shall advise the candidate in writing of the Board's intention; shall provide de-identified copies of such of the examiners' reports as the examiners have indicated may be released and shall advise the candidate that he or she may within a period of four weeks give notice of intention to provide comment on the foreshadowed decision, such comments to be submitted in writing by no later than a total of eight weeks from the date of the Associate Dean (Academic)'s advice.

3.22.3 The Board of Studies shall further consider the examiners' reports and the Associate Dean (Academic)'s recommendation, together with any comments provided by the candidate and any further comments provided by the Associate Dean (Academic) or supervisor and may then resolve as provided in section 3.18.1. At its discretion, the Board may refer any or all of the comments received to the examiners or to an examiner appointed as an assessor.

3.22.4 The Associate Dean (Academic) may extend either of the time limits set out in section 3.22.2.

3.23 *Revise and resubmit*

3.23.1 Where the Board of Studies, following the consultation process referred to in sections 3.22, resolves under section 3.18.1.8 that the degree not be awarded but the candidate be allowed to revise and resubmit the thesis within a prescribed maximum period of time, the Associate Dean (Academic) shall advise the candidate of the decision, of any provisions relating to appeals, the particular conditions applying and the general requirements in respect of revision and resubmission and shall provide such detail in relation to the examiners' reports as determined by the Associate Dean (Academic) and shall also advise the examiners, Co-ordinator (Research Students) and supervisor of the terms of the decision.

3.24 *Degree not awarded*

3.24.1 Where the Board of Studies, following the consultation process referred to in sections 3.22, resolves under section 3.18.1.9 that the degree not be awarded, this decision shall be reported to the Associate Dean (Academic) who may note the decision or refer it back to the Board for further consideration. The Associate Dean (Academic) shall advise the candidate of the decision, of any provisions relating to appeals, shall provide such detail in relation to the examiners' reports and shall also advise the examiners and supervisor of the decision.

3.25 *Emendations and lodging of corrected thesis*

3.25.1 A candidate, on receipt of advice from the Associate Dean (Academic) that the degree has been awarded subject to emendations being made, shall make these emendations in consultation with his or her supervisor or the Associate Dean on all the copies of the thesis which are to be available within the University, including the copies printed on permanent or acid-free paper which are to be lodged with the University and Faculty Librarians; shall comply with the requirements

with respect to permanently binding a copy of the thesis; shall request the Associate Dean (Academic) to certify that the corrections have been made and shall submit the thesis copies to the Associate Dean (Academic) by no later than the latest date advised for completing such action.

3.25.2 The Associate Dean (Academic) , on receipt of the two corrected, permanently bound copies of the thesis and a statement from the Co-ordinator (Research Students) that the corrections have been made to his or her satisfaction, shall cause all corrected copies submitted to be stamped to indicate that the thesis is in the form which has been accepted for the degree; shall advise the Chair of the Board of Studies that the corrections have been made and that the Board can therefore approve the award of the degree; shall write to the candidate advising that all the requirements for the award of the degree have been met; shall lodge the permanently printed copies with the University and Faculty Librarians and shall so advise the examiners, Co-ordinator (Research Students) and supervisor.

3.25.3 If a candidate does not carry out the required emendations within the time limit set, or the Associate Dean (Academic), after consultation with the supervisor, does not consider that the emendations made are satisfactory, the Associate Dean shall refer the matter to the Board of Studies, which may grant additional time or set different conditions or may initiate proceedings under the provisions for the termination of candidature.

3.26 *Participation of Supervisor and Associate Dean (Academic)*

3.26.1 The supervisor and Associate Dean (Academic) may be present at any discussion by the Board of Studies of a recommendation in respect to examiners' reports on the thesis of a candidate.

3.27 *Delegation of authority*

3.27.1 The Associate Dean (Academic) may delegate to a specified member of the academic staff his or her responsibilities under this section by countersigning a specific recommendation in respect of a particular candidature or by making and forwarding to the Dean, a written statement of delegation of those powers.

3.27.2 The Board of Studies may delegate to its Chair, or in the absence of the Chair to the Chair's nominee from the Board its powers to award the degree under sections 3.18.1.1, 3.18.1.2 or 3.18.1.3.

3.28 *Revision and re-examination*

3.28.1 If the Board of Studies has resolved that a candidate not be awarded the degree but be permitted to revise and resubmit the thesis for re-examination, it shall prescribe a maximum period of further candidature and may prescribe particular conditions to be met.

3.28.2 A candidate permitted to revise and resubmit shall re-enrol while remaining a candidate for the degree and shall proceed according to the provisions of these resolutions.

3.29 *Revise and resubmit – examination*

3.29.1 The Associate Dean (Academic) shall recommend examiners for a revised and resubmitted thesis after the consultation processes provided for in section 3.1 to 3.10, but the Board of Studies shall normally reappoint the original examiners of the thesis, provided that they are available, unless one or more of those examiners has required modifications of the thesis that the Board consider to be unnecessary or undesirable or, in the opinion of the Board, there are academic reasons for not re-appointing any or all of the original examiners.

3.29.2 All the provisions of sections 3.1 to 3.27 relating to the examination process apply to the examination of a revised and resubmitted thesis.

3.29.3 Except where the Board of Studies permits otherwise, the recommendation that a candidate be not awarded the degree but be permitted to resubmit the thesis in a revised form for re-examination shall not be available to examiners of a thesis that has itself been submitted for re-examination.

3.30 *Faculty Board of Studies delegations*

3.30.1 Where in these resolutions reference is made to a faculty board or action to be taken by a faculty board, that reference pertains to the Board of Studies or equivalent and any Dean,

Chair, Associate Dean or other officer of the faculty board acting with the authority of the faculty board.

4. Probationary review for Master of Philosophy students

- 4.1 All Master of Philosophy students admitted to the degree are to be subjected to a review after their first year of candidature, for full-time applicants and after their second year of candidature for part-time applicants.
- 4.2 Those students admitted to the degree on a probationary basis are required to be subjected to a review at the end of the specified probationary period.
- 4.3 The satisfactory completion of this probationary period requires:
 - 4.3.1 successful completion of any specified coursework;
 - 4.3.2 presentation of a seminar on their project;
 - 4.3.3 a supportive letter from the student's supervisor related to the student's ability to complete a project of appropriate scope and nature; and
 - 4.3.4 a supportive recommendation from the Co-ordinator (Research Students) on the basis of the supervisor's advice, the student's performance and progress towards completion.
- 4.4 The Board also resolved that the requirements of this probationary review must be communicated in writing to the candidate in their offer of admission letter.

Division VI: Doctor of Philosophy

1. Length of thesis

- 1.1 The length of a PhD thesis is determined by the topic area and the type of research conducted. The Faculty of Nursing and Midwifery does not stipulate a word limit but is in agreement with University guidelines which state that the maximum number of words is 100,000.

2. Submission of the thesis for examination

- 2.1 Three months prior to submission of the thesis students must inform the Faculty on the appropriate form that the thesis is approaching completion. At that time the student should also supply four copies of a 300 word summary of the thesis for distribution to potential examiners.
- 2.2 Four copies of a PhD thesis must be presented for examination. These copies may be soft bound. The recommendation from the student's supervisor that the thesis is ready for submission must be presented along with the thesis.
- 2.3 On successful completion of the examination process a minimum of two hard bound copies of the completed thesis printed on acid free paper will be required for lodging in the University and Faculty Libraries.

3. Part-time applicants

- 3.1 Part-time applicants for a PhD candidature are required to make a statement to the effect that they will be in a position to devote a minimum of 20 hours per week to their candidature and attend the University for purposes of their PhD studies at least one full day per week.
- 3.2 Where applicable, the statement must include a declaration from their employer confirming that the student will be released from work commitments for one full day per week to pursue their studies, with the understanding that the student will be required to allocate at least a further twelve hours of their own time to the PhD candidature.

4. Probationary period

- 4.1 The initial full time year or equivalent period of candidature for all commencing research students is viewed as a probationary period. Part-time students will have a probationary period of not more than the initial three semesters. Consequently, candidature is not confirmed until this period has been completed and a supportable assessment of the student's progress is available.
- 4.2 In order for the Faculty to be confident of a student's ability to successfully complete a research candidature within the existing time frame the student must, by the end of the probationary period, demonstrate they are able to achieve the following to a level commensurate with the degree they are undertaking:
 - 4.2.1 evidence of developing intellectual autonomy within the context of their particular research project;
 - 4.2.2 the ability to conduct a confident discussion on the direction, structure and content of the research they are planning to undertake;
 - 4.2.3 a thorough engagement with the literature relating to both the topic area and methodological issues associated with their research project; and

- 4.2.4 a realistic view of the potential outcomes, feasibility and scope for their research project in context of the timeframe as related to the degree that they are undertaking.
- 4.3 To allow the Review Committees the opportunity to make reasonable judgements on the student's ability to conduct the doctoral project successfully candidates are required to complete the following by the end of the probationary period:
 - 4.3.1 submit a literature review as guided by, and to the satisfaction of the student's supervisor. The topic and length of this piece of work is to be negotiated with the supervisor in association with the Associate Dean (Academic) and the Co-ordinator (Research Students);
 - 4.3.2 submit a Thesis Proposal and draft Table of Contents for the thesis to the Co-ordinator (Research Students) for the information of the Review Committee prior to interview;
 - 4.3.3 present a seminar which focuses on the methodological aspects of their proposed project to the Review Committee and interested faculty prior to interview;
 - 4.3.4 attend a Review Committee interview which will be conducted in line with current university policy in this area; and
 - 4.3.5 complete satisfactorily any units of study prescribed in association with candidature.
- 4.4 Supervisors are also required to provide to the student and members of the Review Committee a written report on the student's progress during the probationary period.

PART VIII: Non-award and professional development short courses

The resolutions relating to non-award and professional development short courses should be read in conjunction with all other Faculty and University resolutions.

1. Admission

- 1.1 Students may undertake courses as formally enrolled non-award students or as professional development course participants.
- 1.2 Admission is by the completion of the application form and the payment of any fees.
- 1.3 Fees will be charged for both non-award and professional development courses:
 - 1.3.1 Fees for non-award, assessable courses will be set at the same as a unit of study in a postgraduate coursework program conducted by the Faculty;
 - 1.3.2 Fees for professional development courses will be set based on the requirements of the particular course.
 - 1.3.3 In some cases fees may be waived at the discretion of the Dean.
- 1.4 Students who enrol in a professional development course do not formally enrol through the Faculty, do not undertake assessment and may not apply for credit within a formal award of the Faculty on the basis of completion of a professional development course.
- 1.5 Students who are formally enrolled as a non-award student may be enrolled for a single course or as part of another degree; and
 - 1.5.1 must abide by all resolutions of the Faculty and University.
- 1.6 A non-award student who is subsequently admitted to an award course of the Faculty may where appropriate and on application, be granted credit successfully completed non-award courses.
- 1.7 Successful completion of a non-award course will not guarantee admission to an award course.
- 1.8 A student who is under exclusion from any award course in the Faculty may not formally enrol in a non-award course while under exclusion; however
 - 1.8.1 a student who is under exclusion from any award course in the Faculty may register in a professional development course.

2. Assessment

- 2.1 *Course undertaken as professional development will not be assessed; and*
 - 2.1.1 participants in professional development courses will be provided with a certificated of attendance upon completion of the course.
- 2.2 Non-award courses in which students are formally enrolled will be assessed in accordance with Faculty and Academic Board guidelines; and

- 2.2.1 *participants will be provided with an official transcript from the University.*
- 2.3 Assessment guidelines will be published in the relevant course outline and provided to the student at the commencement of the course.
- 2.4 Procedures and processes for assignments, examinations, appeals, special consideration and remarking may be found in these resolutions in Part III: Assessment, examinations, appeals and penalties.
- 3. Attendance at residential schools**
- 3.1 *Students enrolled in non-award, assessable courses with essential residential schools must either attend the residential school; or*
- 3.1.1 achieve the learning objectives of the school in some other way.
- 3.1.2 If 3.1.1 applies, the relevant co-ordinator must approve an alternative schedule of work prior to the residential school.
- 3.2 Students who fail to obtain approval or who do not satisfactorily complete an approved work schedule will be awarded a Fail (incomplete) grade for that non-award course.
4. Discontinuation, cancellation or withdrawal
- 4.1 The Faculty reserves the right to cancel a course up to 5 working days prior to the commencement of the course;
- 4.1.1 this applies to both professional development and non-award courses; and
- 4.1.2 all students will be notified of cancellation in writing and given a full refund of any monies paid to the Faculty.
- 4.2 Students undertaking a professional development or non-award course and who discontinue or withdraw their enrolment will be refunded 70% of the total fees paid providing the application to withdraw is received 5 working days before the commencement of the course.
- 4.2.1 Students withdrawing or discontinuing their enrolment within five working days of the commencement of the professional development or non-award course will not be refunded any fees paid; and
- 4.2.1.1 at the discretion of the Faculty may be permitted to credit fees paid towards another course taken within 12 months of the discontinuation or withdrawal of the original course.
- 4.3 Students undertaking a non-award course who discontinue or withdraw prior to the relevant census date will be refunded 100% of the course fees.
- 4.3.1 Students in a non-award course who withdraw or discontinue after the relevant census date will not receive a refund.
- 1.1.6 have completed the equivalent of a 6 credit point unit in a biology subject approved by the Faculty of Nursing and Midwifery for this purpose; and
- 1.1.6.1 Students with a human biology unit of study at tertiary level that is older than ten years will be required to undertake further study at tertiary level in this unit; and
- 1.1.7 have completed relevant studies in the humanities and social sciences as approved by the Faculty of Nursing and Midwifery; and
- 1.1.8 not be currently registered as a nurse in New South Wales.
- 1.2 Candidates who do not meet the above criteria may be admitted by the Dean of Nursing and Midwifery.
- 1.3 Applicants with qualifications gained in a country other than Australia will be:
- 1.3.1 assessed on the equivalence of their qualifications to the Australian bachelor degree standards; and
- 1.3.2 where the previous qualification was not taken in English, will be required to have a minimum IELTS of 7.0 with 7.0 in each band.
- 1.4 Mature-age applicants will be assessed on criteria determined by the Faculty of Nursing and Midwifery.
- 2. Units of study**
- 2.1 Refer to the Faculty website.
- 3. Requirements for the Degree**
- 3.1 To qualify for the award of the degree of Master of Nursing , a candidate shall complete successfully:
- 3.1.1 those candidates admitted under 3.1.1, 3.1.2 or 3.1.3 and 3.3 or 3.4, units of study with a minimum value of 96 credit points as prescribed in the attached table; or
- 3.1.2 satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University and Faculty;
- 3.1.3 where appropriate, the Faculty reserves the right to require individual students to undertake further or remedial theoretical, clinical or practical study in addition to the minimum requirements set down in 3.1.1 and 3.1.2.
- 3.2 The requirements of the award must be completed within a maximum of four calendar years for full-time students or five calendar years for part-time students, pro-rata for those students who change their pattern of study between full and part-time, including time taken for a suspension of candidature.
- 3.3 Students are required to attend clinical placements and laboratory sessions as prescribed by the Faculty.
- 3.4 A candidate who is deemed to be unsatisfactory at any time during a clinical placement may have that placement terminated, be failed in that unit of study and may be required to attend a Professional Standards Subcommittee hearing. The subcommittee may:
- 3.4.1 require the candidate to undertake units of study or clinical practice in addition to the minimum credit point value for the degree set down in 3.1.1 and 3.1.2 above; and/or
- 3.4.2 ask the candidate to show good cause as to why they should be allowed to continue the degree.
- 3.5 A candidate whose behaviour, performance or character may be considered to be incompatible with the safe and professional practice of nurses and midwives, or commits any serious breach of the ethical standards required for the professional practice of nursing, or is convicted of an indictable offence, may be required to attend a Professional Standards Subcommittee hearing. The subcommittee may:
- 3.5.1 require the candidate to undertake units of study or clinical practice or other requirements in addition to the minimum credit point value for the degree set down in 3.1.1 above; and/or
- 3.5.2 ask the candidate to show good cause as to why they should be allowed to continue the degree.
- 4. Combined degrees**
- 4.1 Candidates enrolled in a combined degree should refer to the Faculty Resolutions relating to that degree.
- 5. Details of units of study**
- 5.1 Refer to the relevant section of the Faculty handbook.
- 6. Enrolment in more/less than the minimum load**
- 6.1 Candidates who have a shown significant academic ability may, at the discretion of the Dean, be allowed to undertake more than the prescribed 24 credit points per semester.
- 6.2 Candidates who can demonstrate good reason as to why they should be allowed to undertake less than 12 credit points in

Pre-registration Course Resolutions

Master of Nursing

1. Admission

- 1.1 Applicants for admission as candidates for the Master of Nursing shall be:
- 1.1.1 graduates of the University of Sydney holding bachelor's degree in a discipline other than nursing; or
- 1.1.2 be graduates of other universities or other appropriate institutions who hold qualifications equivalent to those specified in 1.1.1;
- 1.1.3 hold a Diploma of Aboriginal and Torres Strait Islander Health, or equivalent, and have relevant work experience; or
- 1.1.4 provided that with respect to clauses 1.1.1 or 1.1.2 the degree shall not be older than ten years since completion;
- 1.1.4.1 Degrees older than ten years will be considered subject to the applicant providing further information substantiating continuing education and development; and
- 1.1.4.2 Admission to applicants with degrees older than ten years will be at the discretion of the Dean; and
- 1.1.5 meet minimum standards, as specified by the Faculty of Nursing and Midwifery, of:
- 1.1.5.1 written and verbal English language competence and interpersonal communication;
- 1.1.5.2 numeracy.

any one semester may, at the discretion of the Dean, be permitted to do so.

7. Cross Institutional study

7.1 Credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study may not exceed 24 credit points.

8. Restrictions on enrolment

8.1 In considering an application for admission to candidature the Faculty will select in preference applicants who are most meritorious in terms of the admission criteria.

8.2 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.

8.3 The applicant must demonstrate, to the satisfaction of the Faculty, that during the candidature the student will be able to complete clinical and field experience required for the course.

9. Discontinuation of enrolment

9.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for re-admission in accordance with the current procedures for new applicants to the degree.

10. Suspension of enrolment

10.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.

10.2 Examples of hardship may be illness or financial difficulties. Activities of a significant nature may be the inclusion of the student on a national sporting team, orchestra, etc that requires him/her to travel extensively for a specific period of time.

10.3 The granting of a suspension of candidature is at the discretion of the Dean.

10.4 Suspension of candidature will be for a minimum of one semester and a maximum of two semesters and may be granted only once during the degree.

10.5 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.

11. Re-enrolment after an absence

11.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:

11.1.1 lodge an application by October 30 in the year prior to that in which re-enrolment is sought;

11.1.2 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and

11.1.3 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission of the application (applications cannot be considered until financial obligations and show cause requirements are completed).

11.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.

12. Satisfactory progress

Refer to the Faculty Resolutions, Part II, 1.2 Satisfactory progress

13. Time limit

13.1 A candidate for the degree may proceed on either a full-time or part-time basis:

13.1.1 a full-time candidate shall complete the requirements for the degree no later than at the end of the eighth semester of candidature for the Master of Nursing including time taken for a suspension of candidature;

13.1.2 a part-time candidate shall complete the requirements for the degree no later than at the end of the tenth semester of candidature for a Master of Nursing including time taken for a suspension of candidature; and

13.1.3 these times are pro-rata for candidates who change their study between full and part-time.

14. Assessment policy

14.1 Assessment will be carried out in accordance with the *University of Sydney (Coursework) Rule 2000 (as amended)* and the general Resolutions of the Faculty of Nursing and Midwifery.

15. Credit transfer policy

15.1 Credit granted on the basis of work completed or prior learning in another course at this University or at another university may not exceed 24 credit points.

15.2 Credit granted on the basis of work completed at an institution other than a university may not exceed 18 credit points.

15.3 Credit will not be granted for any units of study which were completed more than five years before admission or re-admission to candidature.

16. Transitional arrangements

16.1 No transitional arrangements are required.

Bachelor of Arts/Master of Nursing

1. Admission

1.1 Applicants for admission as candidates for the combined Bachelor of Arts/Master of Nursing shall:

1.1.1 be eligible for admittance to the Bachelor of Arts, the University of Sydney;

1.1.2 meet minimum standards, as specified by the Faculty of Nursing and Midwifery, of:

1.1.2.1 written and verbal English language competence and interpersonal communication;

1.1.2.2 numeracy; and

1.1.2.3 not hold a bachelor qualification approved for the purposes of meeting the requirements to register, or be registered as a nurse in New South Wales.

1.2 Candidates who do not meet the above criteria, may be admitted by the Dean of Nursing and Midwifery.

1.3 Applicants with qualifications gained in a country other than Australia, where the previous qualification was not taken in English, will be required to have a minimum IELTS of 7.0 with 7.0 in each band.

1.4 Mature-age applicants will be assessed on criteria determined by the Faculty of Nursing and Midwifery.

2. Units of study

2.1 Refer to the Faculty website.

3. Requirements for the Bachelor of Arts/Master of Nursing

3.1 To qualify for the award of the degree of combined Bachelor of Arts/Master of Nursing, a candidate:

3.1.1 shall successfully complete a minimum of 192 credit points including:

3.1.1.1 144 credit points from the Bachelor of Arts including:

3.1.1.1.1 a major from Part A of the Faculty of Arts *Table of units of study*;

3.1.1.1.2 a maximum of 48 Junior credit points from the Faculty of Arts;

3.1.1.1.3 a maximum of 12 credit points from Part B from the Faculty of Arts *Table of units of study*; and

3.1.1.1.4 48 credit points from the Master of Nursing in the manner prescribed in the attached table.

3.1.1.2 48 credit points from the Faculty of Nursing and Midwifery, in addition to those prescribed in 3.1.1.1.4 above, for the Master of Nursing as set out in the attached table;

3.1.1.3 meet all requirements for the Bachelor of Arts and the Master of Nursing as specified in the tables of units for those degrees;

3.1.1.4 complete a minimum of 6 credit points in a human biology subject approved by the Faculty of Nursing and Midwifery:

3.1.1.4.1 may not enrol in any unit of study that is substantially the same as one they have already passed;

3.1.1.4.2 may not commence Master of Nursing units of study without satisfactorily completing Year 1 units of study, that is 48 credit points, in the Bachelor of Arts with a grade point average of credit or better, with due regard to any exceptional circumstances, in which case their progression must be approved by the Dean or their nominee;

3.1.1.4.3 may not enrol in Year 4 Master of Nursing units of study until they have completed the requirements for the Bachelor of Arts;

3.1.1.4.4 will be under the general supervision of the Faculty of Nursing and Midwifery. General supervision covers all areas of policy and procedures affecting candidates such as combined course rules and enrolment procedures;

3.1.1.4.5 will receive separate testamurs for both the Bachelor of Arts and the Master of Nursing in accordance with appropriate rules governing those degrees;

- 3.1.1.4.6 will satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University and Faculty;
- 3.1.1.4.7 will, where appropriate, undertake further or remedial theoretical, clinical or practical study in addition to the minimum requirements set down in 3.1.1 as required by the Faculty of Nursing and Midwifery.
- 3.2 The requirements of the award must be completed within a maximum of five calendar years for full-time students or nine calendar years for part-time students, pro-rata for those students who change their pattern of study between full and part-time, including any time taken for a suspension of candidature.
- 3.3 Candidates who abandon the combined course and:
- 3.3.1 who do not hold a bachelor degree may elect to complete the Bachelor of Arts degree in accordance with appropriate rules governing that degree and the Faculty of Arts will recognise up to 48 credit points completed in the Master of Nursing towards the requirements for the Bachelor of Arts; or
- 3.3.2 hold a bachelor degree may elect to complete either degree in accordance with the resolutions governing that degree and the Faculty of Arts will recognise up to 48 credit points completed in the Master of Nursing as satisfactorily completing requirements for the Bachelor of Arts.
- 3.4 The Deans of the Faculties of Nursing and Midwifery and Arts shall jointly exercise authority in any matter concerning this combined degree course not otherwise dealt with in these resolutions.
- 3.5 Students are required to attend clinical placements and laboratory sessions as prescribed by the Faculty of Nursing and Midwifery.
- 3.6 A candidate who is deemed to be unsatisfactory at any time during a clinical placement may have that placement terminated, be failed in that unit of study and may be required to attend a Professional Standards Subcommittee hearing. The subcommittee may:
- 3.6.1 require the candidate to undertake units of study or clinical practice in addition to the minimum credit point value for the degree set down in 3.1.1 above; and/or
- 3.6.2 ask the candidate to show good cause as to why they should be allowed to continue the degree.
- 3.7 A candidate whose behaviour, performance or character may be considered to be incompatible with the safe and professional practice of nurses and midwives, or commits any serious breach of the ethical standards required for the professional practice of nursing, or is convicted of an indictable offence, may be required to attend a Professional Standards Subcommittee hearing. The subcommittee may:
- 3.7.1 require the candidate to undertake units of study or clinical practice or other requirements in addition to the minimum credit point value for the degree set down in 3.1.1 above; and/or
- 3.7.2 ask the candidate to show good cause as to why they should be allowed to continue the degree.
- 4. Requirements for honours degrees**
- 4.1 Honours will be awarded in accordance with the resolutions for the degree to which the award is to be applied.
- 5. Details of units of study**
- 5.1 Refer to the relevant section of the Faculty handbook.
- 6. Enrolment in more/less than the minimum load**
- 6.1 Candidates who have a shown significant academic ability may, at the discretion of the Dean, be allowed to undertake more than the prescribed 24 credit points per semester.
- 6.2 Candidates who can demonstrate good reason as to why they should be allowed to undertake less than 12 credit points in any one semester may, at the discretion of the Dean, be permitted to do so.
- 7. Cross Institutional study**
- 7.1 Credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study may not exceed 24 credit points.
- 8. Restrictions on enrolment**
- 8.1 In considering an application for admission to candidature the Faculty will select in preference applicants who are most meritorious in terms of the admission criteria.
- 8.2 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.
- 8.3 The applicant must demonstrate, to the satisfaction of the Faculty, that during the candidature the student will be able to complete clinical and field experience required for the course.
- 9. Discontinuation of enrolment**
- 9.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for re-admission in accordance with the current procedures for new applicants to the degree.
- 10. Suspension of enrolment**
- 10.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.
- 10.2 Examples of hardship may be illness or financial difficulties. Activities of a significant nature may be the inclusion of the student on a national sporting team, orchestra, etc that requires him/her to travel extensively for a specific period of time.
- 10.3 The granting of a suspension of candidature is at the discretion of the Dean.
- 10.4 Suspension of candidature will be for a minimum of one semester and a maximum of two semesters and may be granted only once during the degree.
- 10.5 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.
- 11. Re-enrolment after an absence**
- 11.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:
- 11.1.1 lodge an application by 30 October in the year prior to that in which re-enrolment is sought;
- 11.1.2 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and
- 11.1.3 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission of the application (applications cannot be considered until financial obligations and show cause requirements are completed).
- 11.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.
- 12. Satisfactory progress**
- Refer to Faculty resolutions, Part II, 1.2 Satisfactory progress.
- 13. Time limit**
- 13.1 A candidate for the degree may proceed on either a full-time or part-time basis:
- 13.1.1 a full-time candidate shall complete the requirements for the degree no later than the twelfth semester of candidature for a combined degree including time taken for a suspension of candidature;
- 13.1.2 a part-time candidate shall complete the requirements for the degree no later than the eighteenth semester of candidature for a combined degree including time taken for a suspension of candidature;
- 13.1.3 these times are pro-rata for candidates who change their study between full and part-time.
- 14. Assessment policy**
- 14.1 Assessment will be carried out in accordance with the *University of Sydney (Coursework) Rule 2000 (as amended)* and the general Resolutions of the Faculty of Nursing and Midwifery.
- 15. Credit transfer policy**
- 15.1 Credit granted on the basis of work completed or prior learning in another course at this University or at another university may not exceed 24 credit points.
- 15.2 Credit granted on the basis of work completed at an institution other than a university may not exceed 18 credit points.
- 15.3 Credit will not be granted for any units of study which were completed more than five years before admission or re-admission to candidature.
- 16. Transitional arrangements**
- 16.1 No transitional arrangements are required.

Bachelor of Science/Master of Nursing

These Resolutions must be read in conjunction with the University of Sydney (Coursework) Rule 2000 (as amended) which sets out the requirements for all coursework courses, and the relevant Resolutions of the Senate.

1. Admission

- 1.1 Applicants for admission as candidates for the combined Bachelor of Science/Master of Nursing shall:
 - 1.1.1 be eligible for admittance to the Bachelor of Science, University of Sydney;
 - 1.1.2 meet minimum standards, as specified by the Faculty of Nursing and Midwifery, of:
 - 1.1.2.1 written and verbal English language competence and interpersonal communication;
 - 1.1.2.2 numeracy; and
 - 1.1.2.3 not hold a bachelor qualification approved for the purposes of meeting the requirements to register, or be registered as a nurse in New South Wales.
- 1.2 Candidates who do not meet the above criteria, may be admitted by the Dean of Nursing and Midwifery.
- 1.3 Applicants with qualifications gained in a country other than Australia, where the previous qualification was not taken in English, will be required to have a minimum IELTS of 7.0 with 7.0 in each band.
- 1.4 Mature-age applicants will be assessed on criteria determined by the Faculty of Nursing and Midwifery.

2. Units of study

- 2.1 Refer to the Faculty website.

3. Requirements for the Bachelor of Science/Master of Nursing

- 3.1 To qualify for the award of the degree of combined Bachelor of Science/Master of Nursing, a candidate shall complete successfully:
 - 3.1.1 a minimum of 192 credit points including:
 - 3.1.1.1 144 credit points from the Bachelor of Science including:
 - 3.1.1.1.1 96 credit points from the units prescribed for the Bachelor of Science; and
 - 3.1.1.1.2 48 credit points from the Master of Nursing in the manner prescribed in the attached table.
 - 3.1.1.2 48 credit points from the Faculty of Nursing and Midwifery, in addition to those prescribed in 3.1.1.1.2 above, for the Master of Nursing as set out in the attached table;
 - 3.1.1.3 meet all requirements for the Bachelor of Science and the Master of Nursing as specified in the tables of units for those degrees;
 - 3.1.1.4 complete a minimum of 6 credit points in a human biology subject approved by the Faculty of Nursing and Midwifery;
 - 3.1.1.5 may not enrol in any unit of study that is substantially the same as one they have already passed.
 - 3.1.2 may not commence Master of Nursing units of study without satisfactorily completing Year 1 units of study equalling 48 credit points, in the Bachelor of Science with a grade point average of credit or better, with due regard to any exceptional circumstances, in which case their progression must be approved by the Dean or their nominee;
 - 3.1.3 may not enrol in Year 4 Master of Nursing units of study until they have completed the requirements for the Bachelor of Science;
 - 3.1.4 will be under the general supervision of the Faculty of Nursing and Midwifery. General supervision covers all areas of policy and procedures affecting candidates such as combined course rules and enrolment procedures;
 - 3.1.5 will receive separate testamurs for both the Bachelor of Science and the Master of Nursing in accordance with appropriate rules governing those degrees;
 - 3.1.6 will satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University and Faculty;
 - 3.1.7 will, where appropriate, undertake further or remedial theoretical, clinical or practical study in addition to the minimum requirements set down in 3.1.1 as required by the Faculty of Nursing and Midwifery.
- 3.2 The requirements of the award must be completed within a maximum of five calendar years for full-time students or nine calendar years for part-time students including time taken for a suspension of candidature, pro-rata for those students who change their pattern of study between full and part-time.
- 3.3 Candidates who abandon the combined course may either:

- 3.3.1 elect to complete the Bachelor of Science degree in accordance with the resolutions governing that degree and the Faculty of Science will recognise up to 48 credit points completed in the Master of Nursing towards the requirements for the Bachelor of Science; or
 - 3.3.2 elect to complete the Master of Nursing degree if they already hold a bachelor degree, in accordance with the resolutions governing the degree of Master of Nursing.
 - 3.4 The Deans of the Faculties of Nursing and Midwifery and Science shall jointly exercise authority in any matter concerning this combined degree course not otherwise dealt with in these resolutions.
 - 3.5 Students are required to attend clinical placements and laboratory sessions as prescribed by the Faculty of Nursing and Midwifery.
 - 3.6 A candidate who is deemed to be unsatisfactory at any time during a clinical placement may have that placement terminated, be failed in that unit of study and may be required to attend a Professional Standards Sub-committee hearing. The Subcommittee may:
 - 3.6.1 require the candidate to undertake units of study or clinical practice in addition to the minimum credit point value for the degree set down in 3.1.1 above; and/or
 - 3.6.2 ask the candidate to show good cause as to why they should be allowed to continue the degree.
 - 3.7 A candidate whose behaviour, performance or character may be considered to be incompatible with the safe and professional practice of nurses and midwives, or commits any serious breach of the ethical standards required for the professional practice of nursing, or is convicted of an indictable offence, may be required to attend a Professional Standards Subcommittee hearing. The Subcommittee may:
 - 3.7.1 require the candidate to undertake units of study or clinical practice or other requirements in addition to the minimum credit point value for the degree set down in 3.1.1 above; and/or
 - 3.7.2 ask the candidate to show good cause as to why they should be allowed to continue the degree.
- ### 4. Requirements for Honours degrees
- 4.1 Honours will be awarded in accordance with the resolutions for the degree to which the award is to be applied.
- ### 5. Details of units of study
- 5.1 Refer to the Faculty website.
- ### 6. Enrolment in more/less than the minimum load
- 6.1 Candidates who have a shown significant academic ability may, at the discretion of the Dean, be allowed to undertake more than the prescribed 24 credit points per semester.
 - 6.2 Candidates who can demonstrate good reason as to why they should be allowed to undertake less than 12 credit points in any one semester may, at the discretion of the Dean, be permitted to do so.
- ### 7. Cross-institutional study
- 7.1 Credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study may not exceed 24 credit points.
- ### 8. Restrictions on enrolment
- 8.1 In considering an application for admission to candidature the Faculty will select in preference applicants who are most meritorious in terms of the admission criteria.
 - 8.2 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.
 - 8.3 The applicant must demonstrate, to the satisfaction of the Faculty, that during the candidature the student will be able to complete clinical and field experience required for the course.
- ### 9. Discontinuation of enrolment
- 9.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for re-admission in accordance with the current procedures for new applicants to the degree.
- ### 10. Suspension of enrolment
- 10.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.
 - 10.2 Examples of hardship may be illness or financial difficulties. Activities of a significant nature may be the inclusion of the student on a national sporting team, orchestra, etc that requires him/her to travel extensively for a specific period of time.

- 10.3 The granting of a suspension of candidature is at the discretion of the Dean.
- 10.4 Suspension of candidature will be for a minimum of one semester and a maximum of two semesters and may be granted only once during the degree.
- 10.5 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.
- 11. Re-enrolment after an absence**
- 11.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:
- 11.1.1 lodge an application by October 30 in the year prior to that in which re-enrolment is sought;
- 11.1.2 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and
- 11.1.3 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission of the application (applications cannot be considered until financial obligations and show cause requirements are completed).
- 11.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.
- 12. Satisfactory progress**
- Refer to Faculty resolutions, Part II, 1.2 Satisfactory progress.
- 13. Time limit**
- 13.1 A candidate for the degree may proceed on either a full-time or part-time basis:
- 13.1.1 a full-time candidate shall complete the requirements for the degree no later than the twelfth semester of candidature for a combined degree including time taken for a suspension of candidature;
- 13.1.2 a part-time candidate shall complete the requirements for the degree no later than the eighteenth semester of candidature for a combined degree including time taken for a suspension of candidature;
- 13.1.3 these times are pro-rata for candidates who change their study between full and part-time.
- 14. Assessment policy**
- 14.1 Assessment will be carried out in accordance with the *University of Sydney (Coursework) Rule 2000* (as amended) and the general Resolutions of the Faculty of Nursing and Midwifery.
- 15. Credit transfer policy**
- 15.1 Credit granted on the basis of work completed or prior learning in another course at this University or at another university may not exceed 24 credit points.
- 15.2 Credit granted on the basis of work completed at an institution other than a university may not exceed 18 credit points.
- 15.3 Credit will not be granted for any units of study which were completed more than five years before admission or re-admission to candidature.
- 16. Transitional arrangements**
- 16.1 No transitional arrangements are required.
- 1.2 Candidates who do not meet the above criteria may be admitted by the Dean of Nursing and Midwifery.
- 1.3 Applicants with qualifications gained in a country other than Australia, where the previous qualification was not taken in English, will be required to have a minimum IELTS of 7.0 with 7.0 in each band.
- 1.4 Mature-age applicants will be assessed on criteria determined by the Faculty of Nursing and Midwifery.
- 2. Units of study**
- 2.1 Refer to the Faculty website.
- 3. Requirements for the Bachelor of Health Sciences/Master of Nursing**
- 3.1 To qualify for the award of the degree of combined Bachelor of Health Sciences/Master of Nursing, a candidate shall complete successfully:
- 3.1.1 a minimum of 192 credit points including:
- 3.1.1.1 144 credit points from the Bachelor of Health Sciences including:
- 3.1.1.1.1 96 credit points from the units prescribed for the Bachelor of Health Sciences; and
- 3.1.1.1.2 48 credit points from the Master of Nursing in the manner prescribed in the attached table.
- 3.1.1.2 48 credit points from the Faculty of Nursing and Midwifery, in addition to those prescribed in 3.1.1.1.2 above, for the Master of Nursing as set out in the attached table;
- 3.1.1.3 meet all requirements for the Bachelor of Health Sciences and the Master of Nursing as specified in the tables of units for those degrees;
- 3.1.1.4 complete a minimum of 6 credit points in a human biology subject approved by the Faculty of Nursing and Midwifery.
- 3.1.2 may not enrol in any unit of study that is substantially the same as one they have already passed;
- 3.1.3 may not commence Master of Nursing units of study without satisfactorily completing Year 1 units of study in the Bachelor of Health Sciences with a grade point average of credit or better, with due regard to any exceptional circumstances, in which case their progression must be approved by the Dean or their nominee;
- 3.1.4 may not enrol in Year 4 Master of Nursing units of study until they have completed the requirements for the Bachelor of Health Sciences;
- 3.1.5 will be under the general supervision of the Faculty of Nursing and Midwifery. General supervision covers all areas of policy and procedures affecting candidates such as combined course rules and enrolment procedures;
- 3.1.6 will receive separate testamurs for both the Bachelor of Health Sciences and the Master of Nursing in accordance with appropriate rules governing those degrees;
- 3.1.7 will satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University and Faculty;
- 3.1.8 will, where appropriate, undertake further or remedial theoretical, clinical or practical study in addition to the minimum requirements set down in 3.1.1 as required by the Faculty of Nursing and Midwifery.
- 3.2 The requirements of the award must be completed within a maximum of five calendar years for full-time students or nine calendar years for part-time students including time taken for a suspension of candidature, pro-rata for those students who change their pattern of study between full and part-time.
- 3.3 Candidates who abandon the combined course and:
- 3.3.1 who do not hold a bachelor degree may elect to complete the Bachelor of Health Sciences degree in accordance with appropriate rules governing that degree and the Faculty of Health Sciences will recognise up to 48 credit points completed in the Master of Nursing towards the requirements for the Bachelor of Health Sciences; or
- 3.3.2 hold a bachelor degree may elect to complete either degree in accordance with the resolutions governing that degree and the Faculty of Health Sciences will recognize up to 48 credit points completed in the Master of Nursing as satisfactorily completing requirements for the Bachelor of Health Sciences.
- 3.4 The Deans of the Faculties of Nursing and Midwifery and Health Sciences shall jointly exercise authority in any matter concerning this combined degree course not otherwise dealt with in these resolutions.

Bachelor of Health Sciences/Master of Nursing

These Resolutions must be read in conjunction with the University of Sydney (Coursework) Rule 2000 (as amended) which sets out the requirements for all coursework courses, and the relevant Resolutions of the Senate.

1. Admission

- 1.1 Applicants for admission as candidates for the combined Bachelor of Health Sciences/Master of Nursing shall:
- 1.1.1 be eligible for admittance to the Bachelor of Health Sciences, the University of Sydney;
- 1.1.2 meet minimum standards, as specified by the Faculty of Nursing and Midwifery, of:
- 1.1.2.1 written and verbal English language competence and interpersonal communication;
- 1.1.2.2 numeracy; and
- 1.1.2.3 not hold a bachelor qualification approved for the purposes of meeting the requirements to register, or be registered as a nurse in New South Wales.

- 3.5 Students are required to attend clinical placements and laboratory sessions as prescribed by the Faculty of Nursing and Midwifery.
- 3.6 A candidate who is deemed to be unsatisfactory at any time during a clinical placement may have that placement terminated, be failed in that unit of study and may be required to attend a Professional Standards Subcommittee hearing. The subcommittee may:
- 3.6.1 require the candidate to undertake units of study or clinical practice in addition to the minimum credit point value for the degree set down in 4.1.1 above; and/or
- 3.6.2 ask the candidate to show good cause as to why they should be allowed to continue the degree.
- 3.7 A candidate whose behaviour, performance or character may be considered to be incompatible with the safe and professional practice of nurses and midwives, or commits any serious breach of the ethical standards required for the professional practice of nursing, or is convicted of an indictable offence, may be required to attend a Professional Standards Subcommittee hearing. The subcommittee may:
- 3.7.1 require the candidate to undertake units of study or clinical practice or other requirements in addition to the minimum credit point value for the degree set down in 4.1.1 above; and/or
- 3.7.2 ask the candidate to show good cause as to why they should be allowed to continue the degree.
- 4. Requirements for Honours degrees**
- 4.1 Honours will be awarded in accordance with the resolutions for the degree to which the award is to be applied.
- 5. Details of units of study**
- 5.1 Refer to the relevant section of the Faculty handbook.
- 6. Enrolment in more/less than the minimum load**
- 6.1 Candidates who have a shown significant academic ability may, at the discretion of the Dean, be allowed to undertake more than the prescribed 24 credit points per semester.
- 6.2 Candidates who can demonstrate good reason as to why they should be allowed to undertake less than 12 credit points in any one semester may, at the discretion of the Dean, be permitted to do so.
- 7. Cross Institutional study**
- 7.1 Credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study may not exceed 24 credit points.
- 8. Restrictions on enrolment**
- 8.1 In considering an application for admission to candidature the Faculty will select in preference applicants who are most meritorious in terms of the admission criteria.
- 8.2 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.
- 8.3 The applicant must demonstrate, to the satisfaction of the Faculty, that during the candidature the student will be able to complete clinical and field experience required for the course.
- 9. Discontinuation of enrolment**
- 9.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for re-admission in accordance with the current procedures for new applicants to the degree.
- 10. Suspension of enrolment**
- 10.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.
- 10.2 Examples of hardship may be illness or financial difficulties. Activities of a significant nature may be the inclusion of the student on a national sporting team, orchestra, etc that requires him/her to travel extensively for a specific period of time.
- 10.3 The granting of a suspension of candidature is at the discretion of the Dean.
- 10.4 Suspension of candidature will be for a minimum of one semester and a maximum of two semesters and may be granted only once during the degree.
- 10.5 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.
- 11. Re-enrolment after an absence**
- 11.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:
- 11.1.1 lodge an application by October 30 in the year prior to that in which re-enrolment is sought;
- 11.1.2 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and
- 11.1.3 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission of the application (applications cannot be considered until financial obligations and show cause requirements are completed).
- 11.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.
- 12. Satisfactory progress**
- Refer to Faculty resolutions, Part II, 1.2 Satisfactory progress.
- 13. Time limit**
- 13.1 A candidate for the degree may proceed on either a full-time or part-time basis:
- 13.1.1 a full-time candidate shall complete the requirements for the degree no later than the twelfth semester of candidature for a combined degree including time taken for a suspension of candidature;
- 13.1.2 a part-time candidate shall complete the requirements for the degree no later than the eighteenth semester of candidature for a combined degree including time taken for a suspension of candidature;
- 13.1.3 these times are pro-rata for candidates who change their study between full and part-time.
- 14. Assessment policy**
- 14.1 Assessment will be carried out in accordance with the University of Sydney (Coursework) Rule 2000 (as amended) and the general Resolutions of the Faculty of Nursing and Midwifery.
- 15. Credit transfer policy**
- 15.1 Credit granted on the basis of work completed or prior learning in another course at this University or at another university may not exceed 24 credit points.
- 15.2 Credit granted on the basis of work completed at an institution other than a university may not exceed 18 credit points.
- 15.3 Credit will not be granted for any units of study which were completed more than five years before admission or re-admission to candidature.
- 16. Transitional arrangements**
- 16.1 No transitional arrangements are required.

Bachelor of Applied Science (Exercise and Sport Science)/Master of Nursing

These Resolutions must be read in conjunction with the University of Sydney (Coursework) Rule 2000 (as amended) which sets out the requirements for all coursework courses, and the relevant Resolutions of the Senate.

Course Rules

1. Admission

1.1 Applicants for admission as candidates for the combined Bachelor of Applied Science (Exercise and Sport Science)/Master of Nursing shall:

1.1.1 be eligible for admittance to the Bachelor of Applied Science (Exercise and Sport Science), University of Sydney

1.1.2 meet minimum standards, as specified by the Faculty of Nursing and Midwifery, of:

1.1.2.1 written and verbal English language competence and interpersonal communication;

1.1.2.2 numeracy; and

1.1.2 not hold a bachelor qualification approved for the purposes of meeting the requirements to register, or be registered as a nurse in New South Wales.

1.2 Candidates who do not meet the above criteria may be admitted by the Dean of Nursing and Midwifery.

1.3 Applicants with qualifications gained in a country other than Australia, where the previous qualification was not taken in English, will be required to have a minimum IELTS of 7.0 with 7.0 in each band.

1.4 Mature-age applicants will be assessed on criteria determined by the Faculty of Nursing and Midwifery.

2. Units of study

2.1 *Table of units*

2.1.1 See the *Table of units of study* in the relevant chapter of the Faculty of Health Sciences Handbook relating to the degree.

3. Requirements for the Bachelor of Applied Science (Exercise and Sport Science)/Master of Nursing

3.1 To qualify for the award of the degree of combined Bachelor of Applied Science (Exercise and Sport Science)/Master of Nursing, a candidate shall complete successfully:

3.1.1 a minimum of 192 credit points including:

3.1.1.1 144 credit points from the Bachelor of Applied Science (Exercise and Sport Science) including:

3.1.1.1.1 96 credit points of units in the Bachelor of Applied Science (Exercise and Sport Science) as prescribed in the attached table; and

3.1.1.1.2 48 credit points from the Master of Nursing in the manner prescribed in the attached table;

3.1.1.2 48 credit points from the Faculty of Nursing and Midwifery, in addition to those prescribed in 3.1.1.1.2 above, for the Master of Nursing as set out in the attached table;

3.1.1.3 meet all requirements for the Bachelor of Applied Science (Exercise and Sport Science) and the Master of Nursing as specified in the tables of units for those degrees.

3.1.1.4 complete a minimum of 6 credit points in a human biology subject approved by the Faculty of Nursing and Midwifery;

3.1.2 may not enrol in any unit of study that is substantially the same as one they have already passed

3.1.3 may not commence Master of Nursing units of study without satisfactorily completing Year 1 units of study in the Bachelor of Applied Science (Exercise and Sport Science) with a grade point average of credit or better, with due regard to any exceptional circumstances, in which case their progression must be approved by the Dean or their nominee;

3.1.4 may not enrol in Year 4 Master of Nursing units of study until they have completed the requirements for the Bachelor of Applied Science (Exercise and Sport Science).

3.1.5 will be under the general supervision of the Faculty of Nursing and Midwifery. General supervision covers all areas of policy and procedures affecting candidates such as combined course rules and enrolment procedures.

3.1.6 will receive separate testamurs for both the Bachelor of Applied Science (Exercise and Sport Science) and the Master of Nursing in accordance with appropriate rules governing those degrees.

3.1.7 will satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University and Faculty;

3.1.8 will, where appropriate, undertake further or remedial theoretical, clinical or practical study in addition to the minimum requirements set down in 3.1.1 as required by the Faculty of Nursing and Midwifery.

3.2 The requirements of the award must be completed within a maximum of five calendar years for full-time students or nine calendar years for part-time students including time taken for a suspension of candidature, pro-rata for those students who change their pattern of study between full and part-time.

3.3 Candidates who abandon the combined course and;

3.3.1 who do not hold a bachelor degree may elect to complete the Bachelor Applied Science (Exercise and Sport Science) degree in accordance with appropriate rules governing that degree and the Faculty of Health Sciences will recognise up to 48 credit points completed in the Master of Nursing towards the requirements for the Bachelor of Applied Science (Exercise and Sport Science); or

3.3.2 hold a bachelor degree may elect to complete either degree in accordance with the resolutions governing that degree and the Faculty of Health Sciences will recognize up to 48 credit points completed in the Master of Nursing as satisfactorily completing requirements for the Bachelor of Applied Science (Exercise and Sport Science).

3.4 The Deans of the Faculties of Nursing and Midwifery and Health Sciences shall jointly exercise authority in any matter concerning this combined degree course not otherwise dealt with in these resolutions

3.5 Students are required to attend clinical placements and laboratory sessions as prescribed by the Faculty of Nursing and Midwifery.

3.6 A candidate who is deemed to be unsatisfactory at any time during a clinical placement may have that placement terminated, be failed in that unit of study and may be required to attend a Professional Standards Sub-committee hearing. The Sub-committee may;

3.6.1 require the candidate to undertake units of study or clinical practice in addition to the minimum credit point value for the degree set down in 3.1.1 above; and/or

3.6.2 ask the candidate to show good cause as to why they should be allowed to continue the degree.

3.7 A candidate whose behaviour, performance or character may be considered to be incompatible with the safe and professional practice of nurses and midwives, or commits any serious breach of the ethical standards required for the professional practice of nursing, or is convicted of an indictable offence, may be required to attend a Professional Standards Sub-committee hearing. The Subcommittee may;

3.7.1 require the candidate to undertake units of study or clinical practice or other requirements in addition to the minimum credit point value for the degree set down in 3.1.1 above; and/or

3.7.2 ask the candidate to show good cause as to why they should be allowed to continue the degree.

4. Requirements for honours degrees

4.1 Honours will be awarded in accordance with the resolutions for the degree to which the award is to be applied.

Faculty Rules

5. Details of units of study

5.1 See the *Table of units of study* in the relevant chapter of the Faculty of Health Sciences Handbook relating to the degree.

6. Enrolment in more/less than the minimum load

6.1 Candidates who have a shown significant academic ability may, at the discretion of the Dean, be allowed to undertake more than the prescribed 24 credit points per semester.

6.2 Candidates who can demonstrate good reason as to why they should be allowed to undertake less than 12 credit points in any one semester may, at the discretion of the Dean, be permitted to do so.

7. Cross Institutional study

7.1 Credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study may not exceed 24 credit points.

8. Restrictions on enrolment

- 8.1 In considering an application for admission to candidature the Faculty will select in preference applicants who are most meritorious in terms of the admission criteria.
- 8.2 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.
- 8.3 The applicant must demonstrate, to the satisfaction of the Faculty, that during the candidature the student will be able to complete clinical and field experience required for the course.

9. Discontinuation of enrolment

- 9.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for re-admission in accordance with the current procedures for new applicants to the degree.

10. Suspension of enrolment

- 10.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.
- 10.2 Examples of hardship may be illness or financial difficulties. Activities of a significant nature may be the inclusion of the student on a national sporting team, orchestra, etc that requires him/her to travel extensively for a specific period of time.
- 10.3 The granting of a suspension of candidature is at the discretion of the Dean.
- 10.4 Suspension of candidature will be for a minimum of one semester and a maximum of two semesters and may be granted only once during the degree.
- 10.5 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.

11. Re-enrolment after an absence

- 11.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:
- 11.1.2 lodge an application by 30 October in the year prior to that in which re-enrolment is sought;
- 11.1.3 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and
- 11.1.4 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission

of the application (applications cannot be considered until financial obligations and show cause requirements are completed).

- 11.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.

12. Satisfactory progress

Refer to Faculty resolutions, Part II, 1.2 Satisfactory progress

13. Time limit

- 13.1 A candidate for the degree may proceed on either a full-time or part-time basis.
- 13.1.1 A full-time candidate shall complete the requirements for the degree no later than the twelfth semester of candidature for a combined degree including time taken for a suspension of candidature;
- 13.1.2 A part-time candidate shall complete the requirements for the degree no later than the eighteenth semester of candidature for a combined degree including time taken for a suspension of candidature.
- 13.1.3 These times are pro-rata for candidates who change their study between full and part-time.

14. Assessment Policy

- 14.1 Assessment will be carried out in accordance with the *University of Sydney (Coursework) Rule 2000 (as amended)* and the general Resolutions of the Faculty of Nursing and Midwifery.

15. Credit Transfer Policy

- 15.1 Credit granted on the basis of work completed or prior learning in another course at this University or at another university may not exceed 24 credit points.
- 15.2 Credit granted on the basis of work completed at an institution other than a university may not exceed 18 credit points.
- 15.3 Credit will not be granted for any units of study which were completed more than five years before admission or re-admission to candidature.

16. Transitional arrangements

- 16.1 No transitional arrangements are required.

Post-registration Course Resolutions

Bachelor of Nursing (Post-Registration)

These Resolutions must be read in conjunction with The University of Sydney (Coursework) Rule 2000 (as amended), which sets out the requirements for all coursework courses, and the relevant Resolutions of the Senate and Faculty of Nursing Resolutions.

1. Admission

1.1 Applicants for admission as candidates for the Bachelor of Nursing (Post-Registration) shall:

1.1.1 be registered to practise nursing in New South Wales or another state/territory of Australia and:

1.1.1.1 hold a qualification at the level of certificate which leads to registration as a nurse; or

1.1.1.2 hold a qualification at the level of diploma which leads to registration as a nurse; or

1.1.1.3 be eligible to practise as a registered nurse in a country other than Australia.

1.2 International candidates who hold qualifications not recognised by the Nurses and Midwives Board of NSW (or any other state in Australia) for registration as a nurse, are permitted to enrol in this course but will not qualify for registration in Australia.

2. Requirements for passing the degree

2.1 To qualify for the award of the degree:

2.1.1 candidates who are admitted under clause 1.1.1.1, 1.1.2 or 1.2 shall qualify for the pass degree by completing satisfactorily units of study, to a minimum of 48 credit points, as prescribed in the table of units for the course;

2.1.2 candidates who are admitted under clause 1.1.1.2 shall qualify for the pass degree by completing units of study, to a minimum of 24 credit points, as prescribed in the table of units for the course;

2.1.3 an outstanding candidate in the Pass degree may be admitted to the degree with merit.

3. Details of units of study

3.1 Refer to the Faculty website.

4. Enrolment in more/less than the minimum load

4.1 Candidates who have a shown significant academic ability may, at the discretion of the Dean, be allowed to undertake more than the prescribed 24 credit points per semester.

4.2 Candidates who can demonstrate good reason as to why they should be allowed to undertake less than 12 credit points in any one semester may, at the discretion of the Dean, be permitted to do so.

5. Cross Institutional study

5.1 Credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study is only permitted with the permission of the Dean.

6. Restrictions on enrolment

6.1 In considering an application for admission to candidature the Faculty will select in preference applicants who are most meritorious in terms of the admission criteria.

6.2 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.

6.3 The applicant must demonstrate, to the satisfaction of the Faculty, that during the candidature the student will be able to complete any clinical and field experience required for the course.

7. Discontinuation of enrolment

7.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for re-admission in accordance with the current procedures for new applicants to the degree.

8. Suspension of enrolment

8.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.

8.2 Examples of hardship may be illness or financial difficulties. Activities of a significant nature may be the inclusion of the student on a national sporting team, orchestra, etc that requires him/her to travel extensively for a specific period of time.

8.3 The granting of a suspension of candidature is at the discretion of the Dean.

8.4 Suspension of candidature will be for a minimum of one semester and a maximum of two semesters and may be granted only once during the degree.

8.5 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.

9. Re-enrolment after an absence

9.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:

9.1.1 lodge an application by October 30 in the year prior to that in which re-enrolment is sought;

9.1.2 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and

9.1.3 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission of the application (applications cannot be considered until financial obligations and show cause requirements are completed).

9.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.

10. Satisfactory progress

10.1 Refer to the Faculty Resolutions, Part II, 1.2 Satisfactory progress

11. Time limit

11.1 A candidate for the degree may proceed on either a full-time or part-time basis:

11.1.1 a full-time candidate shall complete the requirements for the degree no later than at the end of the fourth semester of candidature including time taken for a suspension of candidature;

11.1.2 a part-time candidate shall complete the requirements for the degree no later than at the end of the eighth semester of candidature including time taken for a suspension of candidature; and

11.1.3 these times are pro-rata for candidates who change their study between full and part-time.

11.3 The Faculty reserves the right to require students who are asked to show cause to enrol in and successfully complete units of study in addition to the minimum number of credit points required to complete the degree.

12. Assessment policy

12.1 Assessment will be carried out in accordance with the *University of Sydney (Coursework) Rule 2000 (as amended)* and the general Resolutions of the Faculty of Nursing and Midwifery.

13. Credit transfer policy

13.1 Credit granted on the basis of work completed or prior learning in another course at this University or at another university is only permitted with the permission of the Dean.

13.2 Credit will not be granted for any units of study which were completed more than five years before admission or re-admission to candidature.

14. Transitional arrangements

14.1 No transitional arrangements are required.

Graduate Certificate Course Resolutions

Graduate Certificate in Cancer Nursing, Graduate Certificate in Clinical Nursing, Graduate Certificate in Emergency Nursing, Graduate Certificate in Intensive Care Nursing

These Resolutions must be read in conjunction with the University of Sydney (Coursework) Rule 2000, which sets out the requirements for all coursework courses, and the relevant Resolutions of the Senate.

1. Admission

1.1 Applicants for admission to candidature for the Graduate Certificate in Cancer Nursing, Graduate Certificate in Clinical Nursing, Graduate Certificate in Emergency Nursing or the Graduate Certificate in Intensive Care Nursing shall:

- 1.1.1 be registered as a nurse in Australia; or
- 1.1.2 hold a qualification that qualifies them to be a registered nurse in a country other than Australia and meet minimum standards, as specified by the Faculty of Nursing and Midwifery, of written and verbal English language competence and interpersonal communication

2. Units of study

2.1 Refer to the Faculty website.

3. Requirements for the Certificate

3.1 To qualify for the award of the course, a candidate must:

- 3.1.1 complete successfully 24 credit points;
- 3.1.2 complete all requirements for the certificate within the maximum calendar time allowed;
- 3.1.3 satisfy the requirements of all other relevant By-laws, Rules and Resolutions of The University of Sydney;
- 3.1.4 where appropriate, the Faculty reserves the right to require individual students to undertake further or remedial theoretical, clinical or practical study in addition to the minimum requirements set down in 3.1.

3.2 Students are required to attend clinical placements and laboratory sessions as prescribed by the Faculty.

3.3 A candidate who is deemed to be unsatisfactory at any time during a clinical requirement for the award may be failed in that unit of study and may be required to attend a Professional Standards Sub-committee hearing. The Sub-committee may;

- 3.3.1 require the candidate to undertake units of study or clinical practice in addition to the minimum credit point value for the certificate set down in 3.1.1; and/or
- 3.3.2 ask the candidate to show good cause as to why they should be allowed to continue the course.

4. Award of the Certificate

4.1 The Graduate Certificate shall be awarded in one grade only, namely the Pass certificate.

5. Details of units of study

5.1 Refer to the relevant section of the Faculty handbook.

6. Enrolment in more/less than the minimum load

6.1 Candidates who have a shown significant academic ability may, at the discretion of the Dean, be allowed to undertake more than the prescribed 24 credit points per semester.

6.2 Candidates who can demonstrate good reason as to why they should be allowed to undertake less than 12 credit points in any one semester may, at the discretion of the Dean, be permitted to do so.

7. Cross institutional study

7.1 Credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study may not exceed 24 credit points.

8. Restrictions on enrolment

8.1 In considering an application for admission to candidature the Faculty will select in preference applicants who are most meritorious in terms of the admission criteria.

8.2 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.

8.3 The applicant must demonstrate, to the satisfaction of the Faculty, that during the candidature the student will be able to complete clinical and field experience required for the course.

9. Discontinuation of enrolment

9.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for

re-admission in accordance with the current procedures for new applicants to the degree.

10. Suspension of enrolment

10.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.

10.2 Examples of hardship may be illness or financial difficulties. Activities of a significant nature may be the inclusion of the student on a national sporting team, orchestra, etc that requires him/her to travel extensively for a specific period of time.

10.3 The granting of a suspension of candidature is at the discretion of the Dean.

10.4 Suspension of candidature will be for a minimum of one semester and a maximum of two semesters and may be granted only once during the degree.

10.5 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.

11. Re-enrolment after an absence

11.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:

11.1.1 lodge an application by October 30 in the year prior to that in which re-enrolment is sought;

11.1.2 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and

11.1.3 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission of the application (applications cannot be considered until financial obligations and show cause requirements are completed).

11.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.

12. Satisfactory progress

12.1 Refer to Faculty resolutions, Part II, 1.2 Satisfactory progress.

13. Time limit

13.1 A candidate for the degree may proceed on either a full-time or part-time basis.

13.1.1 A full-time candidate shall complete the requirements for the degree no later than at the end of the sixth semester of candidature.

13.1.2 A part-time candidate shall complete the requirements for the degree no later than at the end of the tenth semester of candidature.

13.1.3 All candidates must complete the requirements for the degree within five calendar years of first enrolment inclusive of periods of suspension and exclusion.

14. Assessment policy

14.1 Assessment will be carried out in accordance with the *University of Sydney (Coursework) Rule 2000 (as amended)* and the general Resolutions of the Faculty of Nursing and Midwifery.

15. Credit transfer policy

15.1 Credit granted on the basis of work completed or prior learning in another course at this University or at another university may not exceed 24 credit points.

15.2 Credit granted on the basis of work completed at an institution other than a university may not exceed 18 credit points.

15.3 Credit will not be granted for any units of study which were completed more than five years before admission or re-admission to candidature.

16. Transitional arrangements

16.1 No transitional arrangements are required.

Graduate Certificate in Health Services Management

1. Admission

1.1 Applicants for admission to candidature for the course, Graduate Certificate in Health Services Management shall:

- 1.1.1 hold an undergraduate degree; or

- 1.1.2 hold another tertiary qualification and have extensive relevant work experience.
- 2. Units of study**
- 2.1 Refer to the Faculty website.
- 3. Requirements for the Graduate Certificate in Health Services Management**
- 3.1 Students enrolled in the Graduate Certificate shall:
- 3.1.1 complete successfully 24 credit points in the following manner:
- 3.1.1.1 12 credit points of foundation units; and
- 3.1.1.2 12 credit points of electives;
- 3.1.2 complete successfully all requirements for the degree within the maximum calendar time allowed;
- 3.1.3 satisfy the requirements of all other relevant By-laws, Rules and Resolutions of The University of Sydney.
- 4. Award of the Graduate Certificate in Health Services Management**
- 4.1 The Graduate Certificate shall be awarded in one grade only, namely the Pass certificate.
- 5. Details of units of study**
- 5.1 Refer to the Faculty website.
- 6. Enrolment in more/less than minimum load**
- 6.1 Candidates who have a shown significant academic ability may, at the discretion of the Dean, be allowed to undertake more than the prescribed 24 credit points per semester.
- 6.2 Candidates who can demonstrate good reason as to why they should be allowed to undertake less than 12 credit points in any one semester may, at the discretion of the Dean, be permitted to do so.
- 7. Cross institutional study**
- 7.1 Candidates enrolled in the Graduate Certificate in Health Services Management will not be granted credit on the basis of work completed at another university or institution.
- 7.2 Candidates enrolled in the Graduate Diploma in Health Services Management may have credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study but may not exceed 12 credit points.
- 7.3 Candidates enrolled in the Master of Health Services Management may have credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study but may not exceed 24 credit points.
- 7.4 Candidates enrolled in the Doctor of Health Services Management may have credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study, but may not exceed 12 credit points.
- 8. Restrictions on enrolment**
- 8.1 In considering an application for admission to candidature the Faculty will select in preference applicants who are most meritorious in terms of the admission criteria.
- 8.2 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.
- 9. Discontinuation of enrolment**
- 9.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for re-admission in accordance with the current procedures for new applicants to the degree.
- 10. Suspension of enrolment**
- 10.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.
- 10.2 Examples of hardship may be illness or financial difficulties. Activities of a significant nature may be the inclusion of the student on a national sporting team, orchestra, etc that requires him/her to travel extensively for a specific period of time.
- 10.3 The granting of a suspension of candidature is at the discretion of the Dean.
- 10.4 Suspension of candidature will be for a minimum of one semester and a maximum of two semesters and may be granted only once during the certificate, diploma or degree.
- 10.5 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.
- 11. Re-enrolment after an absence**
- 11.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:
- 11.1.1 lodge an application by the date advised by the Faculty in the year prior to that in which re-enrolment is sought;
- 11.1.2 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and
- 11.1.3 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission of the application (applications cannot be considered until financial obligations and show cause requirements are completed).
- 11.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.
- 12. Satisfactory progress pursuant to the University of Sydney (Coursework) Rule 2000 (as amended)**
- Refer to Faculty resolutions, Part II, 1.2 Satisfactory progress.
- 13. Time limit if different from the University of Sydney (Coursework) Rule 2000 (as amended)**
- 13.1 Candidates enrolled in the Graduate Certificate in Health Services Management shall complete the course in a minimum of one semester and a maximum of three semesters.
- 13.2 Candidates enrolled in the Graduate Diploma in Health Services Management shall complete the course in a minimum of two semesters and a maximum of six semesters.
- 13.3 Candidates enrolled in the Master of Health Services Management shall complete the course in a minimum of three semesters and a maximum of eight semesters.
- 13.4 Candidates enrolled in the Doctor of Health Services Management shall complete the course in a minimum of four semesters and a maximum of twelve semesters.
- 13.5 The maximum time limit for completion includes any time spent away from the course including exclusion.
- 14. Assessment policy**
- 14.1 Assessment will be carried out in accordance with the *University of Sydney (Coursework) Rule 2000 (as amended)*.
- 15. Credit transfer policy in accordance with the University of Sydney (Coursework) Rule 2000 (as amended) and Academic Board policies**
- 15.1 Credit in the Graduate Certificate in Health Services Management granted on the basis of work completed or prior learning in another course at this University or at another university may not exceed 6 credit points.
- 15.2 Credit in the Graduate Diploma in Health Services Management granted on the basis of work completed or prior learning in another course at this University or at another university may not exceed 12 credit points.
- 15.3 Credit in the Master of Health Services Management granted on the basis of work completed or prior learning in another course at this University or at another university may not exceed 24 credit points.
- 15.4 Credit in the Graduate Certificate in Health Services Management will not granted on work completed at an institution other than a university.
- 15.5 Credit in the Graduate Diploma in Health Services Management granted on the basis of work completed at an institution other than a university may not exceed 6 credit points.
- 15.6 Credit in the Master of Health Services Management granted on the basis of work completed at an institution other than a university may not exceed 18 credit points.
- 15.7 Credit will not be granted for any units of study which were completed more than five years before admission or re-admission to candidature.

Graduate Diploma Course Resolutions

Graduate Diploma in Cancer Nursing, Graduate Diploma in Clinical Education, Graduate Diploma in Clinical Nursing, Graduate Diploma in Emergency Nursing, Graduate Diploma in Gerontic Nursing, Graduate Diploma in Intensive Care Nursing, Graduate Diploma in Mental Health Nursing

1. Admission

1.1 Applicants for admission to candidature for the Graduate Diploma in Cancer Nursing, Graduate Diploma in Clinical Nursing, Graduate Diploma in Emergency Nursing, or the Graduate Diploma in Intensive Care Nursing shall:

- 1.1.1 be registered as a nurse in Australia; or
- 1.1.2 hold a qualification that qualifies them to be a registered nurse in a country other than Australia and meet minimum standards, as specified by the Faculty of Nursing and Midwifery, of written and verbal English language competence and interpersonal communication.

1.2 Applicants for admission to candidature for the Graduate Diploma in Clinical Education, Graduate Diploma in Gerontic Nursing or the Graduate Diploma in Mental Health Nursing shall:

- 1.2.1 be a registered nurse in Australia or their country of residence; and
- 1.2.2 hold a graduate certificate in the area of specialisation in which they will be studying from a university or equivalent organisation, taking into account recognition of prior learning; and
- 1.2.3 meet minimum standards, as specified by the Faculty of Nursing and Midwifery, of verbal and written English language competence and interpersonal communication.

2. Units of study

2.1 Refer to the relevant handbook.

3. Requirements for the Diploma

3.1 To qualify for the award of the course, those candidates admitted under 1.1 shall:

- 3.1.1 complete successfully 48 credit points;
- 3.1.2 complete all requirements for the diploma within the maximum calendar time allowed;
- 3.1.3 satisfy the requirements of all other relevant By-laws, Rules and Resolutions of The University of Sydney;
- 3.1.4 where appropriate, the Faculty reserves the right to require individual students to undertake further or remedial theoretical, clinical or practical study in addition to the minimum requirements set down in 3.1.

3.2 To qualify for the award of the course those candidates admitted under 1.2 shall:

- 3.2.1 complete successfully 24 credit points; and
- 3.2.2 complete all requirements for the diploma within the maximum calendar time allowed;
- 3.2.3 satisfy the requirements of all other relevant By-laws, Rules and Resolutions of The University of Sydney.
- 3.2.4 Where appropriate, the Faculty reserves the right to require individual students to undertake further or remedial theoretical, clinical or practical study in addition to the minimum requirements set down in 3.2.

3.3 Students are required to attend clinical placements and laboratory sessions as prescribed by the Faculty.

3.4 A candidate who is deemed to be unsatisfactory at any time during a clinical requirement for the award may be failed in that unit of study and may be required to attend a Professional Standards Subcommittee hearing. The subcommittee may:

- 3.4.1 require the candidate to undertake units of study or clinical practice in addition to the minimum credit point value for the diploma set down in 3.1.1 or 3.2.1 and/or
- 3.4.2 ask the candidate to show good cause as to why they should be allowed to continue the course.

4. Award of the Diploma

4.1 The Graduate Diploma shall be awarded in one grade only, namely the Pass diploma.

5. Details of units of study

5.1 Refer to the relevant section of the Faculty handbook.

6. Enrolment in more/less than the minimum load

- 6.1 Candidates who have shown significant academic ability may, at the discretion of the Dean, be allowed to undertake more than the prescribed 24 credit points per semester.
- 6.2 Candidates who can demonstrate good reason as to why they should be allowed to undertake less than 12 credit points in any one semester may, at the discretion of the Dean, be permitted to do so.

7. Cross Institutional study

7.1 Credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study may not exceed 24 credit points.

8. Restrictions on enrolment

- 8.1 In considering an application for admission to candidature the Faculty will select in preference applicants who are most meritorious in terms of the admission criteria.
- 8.2 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.
- 8.3 The applicant must demonstrate, to the satisfaction of the Faculty, that during the candidature the student will be able to complete clinical and field experience required for the course.

9. Discontinuation of enrolment

9.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for re-admission in accordance with the current procedures for new applicants to the degree.

10. Suspension of enrolment

- 10.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.
- 10.2 Examples of hardship may be illness or financial difficulties. Activities of a significant nature may be the inclusion of the student on a national sporting team, orchestra, etc that requires him/her to travel extensively for a specific period of time.
- 10.3 The granting of a suspension of candidature is at the discretion of the Dean.
- 10.4 Suspension of candidature will be for a minimum of one semester and a maximum of two semesters and may be granted only once during the degree.
- 10.5 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.

11. Re-enrolment after an absence

- 11.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:
 - 11.1.1 lodge an application by October 30 in the year prior to that in which re-enrolment is sought;
 - 11.1.2 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and
 - 11.1.3 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission of the application (applications cannot be considered until financial obligations and show cause requirements are completed).
- 11.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.

12. Satisfactory progress

12.1 Refer to Faculty Resolutions, Part II, 1.2 Satisfactory Progress

13. Time limit

- 13.1 A candidate for the degree may proceed on either a full-time or part-time basis:
 - 13.1.1 a full-time candidate shall complete the requirements for the degree no later than at the end of the fourth semester of candidature;
 - 13.1.2 a part-time candidate shall complete the requirements for the degree no later than at the end of the eighth semester of candidature;
 - 13.1.3 all candidates must complete the requirements for the degree within four calendar years of first enrolment inclusive of periods of suspension and exclusion.

14. Assessment policy

14.1 Assessment will be carried out in accordance with the *University of Sydney (Coursework) Rule 2000 (as amended)* and the general Resolutions of the Faculty of Nursing and Midwifery.

15. Credit transfer policy

15.1 Credit granted on the basis of work completed or prior learning in another course at this University or at another university may not exceed 18 credit points.

15.2 Credit granted on the basis of work completed at an institution other than a university may not exceed 12 credit points.

15.3 Credit will not be granted for any units of study which were completed more than five years before admission or re-admission to candidature.

16. Transitional arrangements

16.1 No transitional arrangements are required.

Graduate Diploma in Health Services Management

These Resolutions must be read in conjunction with the University of Sydney (Coursework) Rule 2000, which sets out the requirements for all coursework courses, and the relevant Resolutions of the Senate.

1. Admission

1.1 Applicants for admission to candidature for the course, Graduate Diploma in Health Services Management shall:

1.1.1 hold an undergraduate degree; or

1.1.2 hold a Graduate Certificate in Health Services Management and an undergraduate degree; or

1.1.3 hold another qualification at tertiary level and a Graduate Certificate in Health Services Management with a credit average or better.

2. Units of study

2.1 Refer to the Faculty website.

3. Requirements for the Graduate Diploma in Health Services Management

3.1 Students enrolled in the Graduate Diploma shall:

3.1.1 complete successfully 48 credit points in the following manner:

3.1.1.1 24 credit points of core units; and

3.1.1.2 24 credit points of electives;

3.1.2 complete successfully all requirements for the degree within the maximum calendar time allowed;

3.1.3 satisfy the requirements of all other relevant By-laws, Rules and Resolutions of The University of Sydney.

4. Award of the Graduate Diploma in Health Services Management

4.1 The Graduate Diploma shall be awarded in one grade only, namely the Pass certificate.

5. Details of units of study

5.1 Refer to the Faculty website.

6. Enrolment in more/less than minimum load

6.1 Candidates who have a shown significant academic ability may, at the discretion of the Dean, be allowed to undertake more than the prescribed 24 credit points per semester.

6.2 Candidates who can demonstrate good reason as to why they should be allowed to undertake less than 12 credit points in any one semester may, at the discretion of the Dean, be permitted to do so.

7. Cross institutional study

7.1 Candidates enrolled in the Graduate Certificate in Health Services Management will not be granted credit on the basis of work completed at another university or institution.

7.2 Candidates enrolled in the Graduate Diploma in Health Services Management may have credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study but may not exceed 12 credit points.

7.3 Candidates enrolled in the Master of Health Services Management may have credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study but may not exceed 24 credit points.

7.4 Candidates enrolled in the Doctor of Health Services Management may have credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study, but may not exceed 12 credit points.

8. Restrictions on enrolment

8.1 In considering an application for admission to candidature the Faculty will select in preference applicants who are most meritorious in terms of the admission criteria.

8.2 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.

9. Discontinuation of enrolment

9.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for re-admission in accordance with the current procedures for new applicants to the degree.

10. Suspension of enrolment

10.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.

10.2 Examples of hardship may be illness or financial difficulties. Activities of a significant nature may be the inclusion of the student on a national sporting team, orchestra, etc that requires him/her to travel extensively for a specific period of time.

10.3 The granting of a suspension of candidature is at the discretion of the Dean.

10.4 Suspension of candidature will be for a minimum of one semester and a maximum of two semesters and may be granted only once during the certificate, diploma or degree.

10.5 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.

11. Re-enrolment after an absence

11.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:

11.1.1 lodge an application by the date advised by the Faculty in the year prior to that in which re-enrolment is sought;

11.1.2 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and

11.1.3 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission of the application (applications cannot be considered until financial obligations and show cause requirements are completed).

11.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.

12. Satisfactory progress pursuant to the University of Sydney (Coursework) Rule 2000 (as amended)

Refer to Faculty resolutions, Part II, 1.2 Satisfactory progress.

13. Time limit if different from the University of Sydney (Coursework) Rule 2000 (as amended)

13.1 Candidates enrolled in the Graduate Certificate in Health Services Management shall complete the course in a minimum of one semester and a maximum of three semesters.

13.2 Candidates enrolled in the Graduate Diploma in Health Services Management shall complete the course in a minimum of two semesters and a maximum of six semesters.

13.3 Candidates enrolled in the Master of Health Services Management shall complete the course in a minimum of three semesters and a maximum of eight semesters.

13.4 Candidates enrolled in the Doctor of Health Services Management shall complete the course in a minimum of four semesters and a maximum of twelve semesters.

13.5 The maximum time limit for completion includes any time spent away from the course including exclusion.

14. Assessment policy

14.1 Assessment will be carried out in accordance with the *University of Sydney (Coursework) Rule 2000 (as amended)*.

15. Credit transfer policy in accordance with the University of Sydney (Coursework) Rule 2000 (as amended) and Academic Board policies

15.1 Credit in the Graduate Certificate in Health Services Management granted on the basis of work completed or prior learning in another course at this University or at another university may not exceed 6 credit points.

15.2 Credit in the Graduate Diploma in Health Services Management granted on the basis of work completed or prior learning in

- another course at this University or at another university may not exceed 12 credit points.
- 15.3 Credit in the Master of Health Services Management granted on the basis of work completed or prior learning in another course at this University or at another university may not exceed 24 credit points.
- 15.4 Credit in the Graduate Certificate in Health Services Management will not be granted on work completed at an institution other than a university.
- 15.5 Credit in the Graduate Diploma in Health Services Management granted on the basis of work completed at an institution other than a university may not exceed 6 credit points.
- 15.6 Credit in the Master of Health Services Management granted on the basis of work completed at an institution other than a university may not exceed 18 credit points.
- 15.7 Credit will not be granted for any units of study which were completed more than five years before admission or re-admission to candidature.

Master's Course Resolutions

Master of Cancer Nursing, Master of Clinical Education, Master of Clinical Nursing, Master of Emergency Nursing, Master of Gerontic Nursing, Master of Intensive Care Nursing, Master of Mental Health Nursing

1. Admission

- 1.1 Applicants for admission to candidature for the Master of Cancer Nursing, Master of Clinical Nursing, Master of Emergency Nursing, or the Master of Intensive Care Nursing shall:
- 1.1.1 be graduates of the University of Sydney holding a Bachelor of Nursing degree, or another equivalent degree; or
- 1.1.2 be graduates of other universities or other appropriate institutions who hold qualifications equivalent to those specified in 1.1.1; or
- 1.1.3 hold a Graduate Certificate in the area of specialisation in which they will be studying from the University of Sydney or another university, or equivalent, taking into account recognition of prior learning, with a minimum grade point average of credit or better; or
- 1.1.4 be registered nurses with a minimum of five years experience in the field and can demonstrate significant contribution to the development of the specialty, eg, clinical leadership, improvement of clinical standards, practice development, publications or research; and
- 1.1.5 be registered, or be eligible to be registered, to practise nursing in an Australian state or territory or country in which they are residing;
- 1.1.6 provided that with respect to clause 1.1.3 the award shall not be older than five years since completion; and
- 1.1.7 in relation to qualifications not awarded in Australia, meet minimum standards, as specified by the Faculty of Nursing and Midwifery, of:
- 1.1.7.1 written and verbal English language competence and interpersonal communication; and
- 1.1.7.2 numeracy.
- 1.2 Applicants for admission to the candidature for the Master of Clinical Education, Master of Gerontic Nursing or the Master of Mental Health Nursing shall:
- 1.2.1 be graduates of the University of Sydney holding a Bachelor of Nursing degree, or another equivalent degree or a graduate of another university or appropriate institution with equivalent qualifications; and
- 1.2.2 hold a graduate certificate in the area of specialisation in which they will be studying from a university or equivalent organisation with a minimum grade point average of credit or better, taking into account recognition of prior learning; or
- 1.2.3 be registered nurses with a minimum of five years experience in the field and can demonstrate significant contribution to the development of the specialty, eg clinical leadership, improvement of clinical standards, practice development, publications or research; and
- 1.2.4 be registered, or be eligible to be registered, to practise nursing in an Australian state or territory or country in which they are residing;
- 1.2.5 provided that with respect to clause 1.2.2 the award shall not be older than five years since completion; and
- 1.2.6 in relation to qualifications not awarded in Australia, meet minimum standards as specified by the Faculty of Nursing and Midwifery, of:

- 1.1.7.1 written and verbal English language competence and interpersonal communication; and
- 1.1.7.2 numeracy.
- 1.3 Candidates who do not meet the above criteria may be admitted by the Dean of Nursing and Midwifery.
- 1.4 Applicants with qualifications gained in a country other than Australia will be assessed on the equivalence of their qualifications to Australian standards.
- #### 2. Units of study
- 2.1 Refer to the relevant handbook.
- #### 3. Requirements for the Degree
- 3.1 To qualify for the award of the degree:
- 3.1.1 those candidates admitted under 1.1.1, 1.1.2 or 1.2.1 shall:
- 3.1.1.1 complete a minimum of 72 credit points and
- 3.1.1.2 include a prescribed pattern of study approved by the Faculty;
- 3.1.2 those candidates admitted under 1.1.3, 1.1.4 1.2.2 shall:
- 3.1.2.1 complete 48 credit points and
- 3.1.2.2 include a pattern of study approved by the Faculty;
- 3.1.3 satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University and Faculty.
- 3.1.5 Where appropriate, the Faculty reserves the right to require individual students to undertake further or remedial theoretical, clinical or practical study in addition to the minimum requirements set down in 3.1.1, 3.1.2 and 3.1.3.
- 3.2 The requirements of the award must be completed within a maximum of six calendar years for a student required to complete 72 credit points inclusive of periods of suspension or and/or exclusion from candidature and pro rata for fewer credit point requirements.
- 3.3 Students are required to attend clinical placements, fieldwork and laboratory sessions as prescribed by the Faculty.
- 3.4 A candidate who is deemed to be unsatisfactory at any time during a clinical placement or fieldwork may be failed in that unit of study and may be required to attend a Professional Standards Sub-committee hearing. The Sub-committee may;
- 3.4.1 require the candidate to undertake units of study or clinical practice in addition to the minimum credit point value for the degree set down in 3.1 above; and/or
- 3.4.2 ask the candidate to show good cause as to why they should be allowed to continue the degree.
- 3.5 A candidate whose behaviour, performance or character may be considered to be incompatible with the safe and professional practice of nurses or commits any serious breach of the ethical standards required for the professional practice of nursing, or is convicted of an indictable offence, or whose good standing with the registration authorities ceases, may be required to attend a Professional Standards Sub-committee hearing. The Sub-committee may;
- 3.5.1 require the candidate to undertake units of study or clinical practice or other requirements in addition to the minimum credit point value for the degree set down in 3.1 above; and/or
- 3.5.2 ask the candidate to show good cause as to why they should be allowed to continue the degree.
- #### 4. Requirements for the Honours Degree
- 4.1 A candidate for the degree may be given permission to undertake a pattern of study leading to the award of the degree with Honours.
- 4.2 To become eligible for the Honours pattern, a candidate must have:
- 4.2.1 completed a minimum of 36 credit points toward the degree; and

- 4.2.2 achieved a WAM of 70; and
- 4.2.3 shown aptitude to undertake original work; and
- 4.2.4 an appropriate topic in this field approved by the Faculty.
- 4.3 An honours candidate shall undertake supervised 24 credit point thesis in a topic approved by the Faculty and to complete this work in a maximum period approved by the Faculty.
- 4.4 There shall be two classes of Honours awarded, namely Class I, Class II, and within Class II there shall be two divisions, namely Division I and Division 2.
- 4.5 The Honours grade will be reported in percentages and the grades for the award shall be:
- 4.5.1 First Class: 80-100 per cent;
- 4.5.2 Second Class Division 1: 75-79 per cent;
- 4.5.3 Second Class Division 2: 70-74 per cent.
- 4.6 A bronze medal may be awarded to the one student in a graduating cohort with First Class Honours who secures the most distinguished record of achievement throughout the course.
- 5. Details of units of study**
- 5.1 Refer to the relevant section of the Faculty handbook.
- 6. Enrolment in more/less than the minimum load**
- 6.1 Candidates who have a shown significant academic ability may, at the discretion of the Dean, be allowed to undertake more than the prescribed 24 credit points per semester.
- 6.2 Candidates who can demonstrate good reason as to why they should be allowed to undertake less than 12 credit points in any one semester may, at the discretion of the Dean, be permitted to do so.
- 7. Cross institutional study**
- 7.1 Credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study may not exceed 24 credit points.
- 8. Restrictions on enrolment**
- 8.1 In considering an application for admission to candidature the Faculty will select in preference applicants who are most meritorious in terms of the admission criteria.
- 8.2 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.
- 8.3 The applicant must demonstrate, to the satisfaction of the Faculty, that during the candidature the student will be able to complete clinical and field experience required for the course.
- 9. Discontinuation of enrolment**
- 9.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for re-admission in accordance with the current procedures for new applicants to the degree.
- 10. Suspension of enrolment**
- 10.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.
- 10.2 Examples of hardship may be illness or financial difficulties. Activities of a significant nature may be the inclusion of the student on a national sporting team, orchestra, etc that requires him/her to travel extensively for a specific period of time.
- 10.3 The granting of a suspension of candidature is at the discretion of the Dean.
- 10.4 Suspension of candidature will be for a minimum of one semester and a maximum of two semesters and may be granted only once during the degree.
- 10.5 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.
- 11. Re-enrolment after an absence**
- 11.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:
- 11.1.1 lodge an application by October 30 in the year prior to that in which re-enrolment is sought;
- 11.1.2 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and
- 11.1.3 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission of the application (applications cannot be considered until financial obligations and show cause requirements are completed).
- 11.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.
- 12. Satisfactory progress**
- 12.1 Refer to Faculty Resolutions, Part II, 1.2 Satisfactory progress
- 13. Time limit**
- 13.1 A candidate for the degree may proceed on either a full-time or part-time basis.
- 13.1.1 A full-time candidate shall complete the requirements for the degree no later than at the end of the sixth semester of candidature.
- 13.1.2 A part-time candidate shall complete the requirements for the degree no later than at the end of the tenth semester of candidature.
- 13.1.3 All candidates must complete the requirements for the degree within five calendar years of first enrolment inclusive of periods of suspension and exclusion.
- 14. Assessment policy**
- 14.1 Assessment will be carried out in accordance with the *University of Sydney (Coursework) Rule 2000 (as amended)* and the general Resolutions of the Faculty of Nursing and Midwifery.
- 15. Credit transfer policy**
- 15.1 Credit granted on the basis of work completed or prior learning in another course at this University or at another university may not exceed 24 credit points.
- 15.2 Credit granted on the basis of work completed at an institution other than a university may not exceed 18 credit points.
- 15.3 Credit will not be granted for any units of study which were completed more than five years before admission or re-admission to candidature.
- 16. Transitional arrangements**
- 16.1 No transitional arrangements are required.

Master of Nursing Research

1. Admission

- 1.1 Applicants for admission to candidature for the Master of Nursing Research, shall:
- 1.1.1 be graduates of the University of Sydney holding a Bachelor of Nursing degree, or another equivalent degree; or
- 1.1.2 be graduates of other universities or other appropriate institutions who hold qualifications equivalent to those specified in 1.1.1; or
- 1.1.3 be registered or eligible to register to practise nursing in an Australian state or territory;
- 1.1.4 in relation to qualifications not awarded in Australia, meet minimum standards, as specified by the Faculty of Nursing and Midwifery, of:
- 1.1.4.1 written and verbal English language competence and interpersonal communication; and
- 1.1.4.2 numeracy.
- 1.2 Candidates who do not meet the above criteria may be admitted by the Dean of Nursing and Midwifery.
- 1.3 Applicants with qualifications gained in a country other than Australia will be assessed on the equivalence of their qualifications to Australian standards.
- 1.4 The candidature may be accepted by the Faculty on a probationary basis for a period not exceeding twelve months, and on the completion of this probationary period, the Faculty shall review the candidate's work and shall either confirm or terminate the candidature.

2. Units of study

- 2.1 Refer to the Faculty website.

3. Requirements for the Degree

- 3.1 To qualify for the award of the degree:
- 3.1.1 candidates shall complete a minimum of 72 credit points and include a prescribed pattern of study of 36 credit points approved by the Faculty;
- 3.1.2 satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University and Faculty;
- 3.2 The requirements of the award must be completed within a maximum of six calendar years for a student required to complete 72 credit points inclusive of periods of suspension or and/or exclusion from candidature and pro rata for fewer credit point requirements.

- 3.3 Students are required to attend classes as prescribed by the Faculty.
- 3.4 A candidate who ceases to be in good standing with the nurses and midwives registration authorities may be asked to show good cause as to why they should be allowed to continue the degree.
- 4. Requirements for the Honours Degree**
- 4.1 A candidate for the degree may be given permission to undertake a pattern of study leading to the award of the degree with Honours.
- 4.2 To become eligible for the Honours pattern, a candidate must have:
- 4.2.1 completed 36 credit points toward the degree; and
- 4.2.2 achieved a WAM of 70; and
- 4.2.3 shown aptitude to undertake original work; and
- 4.2.4 an appropriate topic in this field approved by the Faculty.
- 4.3 Undertake a supervised 24 credit point thesis in a topic approved by the Faculty and to complete this work in a maximum period approved by the Faculty.
- 4.4 There shall be two classes of Honours awarded, namely Class I, Class II, and within Class II there shall be two divisions, namely Division I and Division 2.
- 4.5 The Honours grade will be reported in percentages and the grades for the award shall be:
- 4.5.1 First Class: 80-100 per cent;
- 4.5.2 Second Class Division 1: 75-79 per cent;
- 4.5.3 Second Class Division 2: 70-74 per cent.
- 4.6 A bronze medal may be awarded to the one student in a graduating cohort with First Class Honours who secures the most distinguished record of achievement throughout the course.
- 5. Details of units of study**
- 5.1 Refer to the relevant section of the Faculty handbook.
- 6. Enrolment in more/less than the minimum load**
- 6.1 Candidates who have a shown significant academic ability may, at the discretion of the Dean, be allowed to undertake more than the prescribed 24 credit points per semester.
- 6.2 Candidates who can demonstrate good reason as to why they should be allowed to undertake less than 12 credit points in any one semester may, at the discretion of the Dean, be permitted to do so.
- 7. Cross institutional study**
- 7.1 Credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study may not exceed 24 credit points.
- 8. Restrictions on enrolment**
- 8.1 In considering an application for admission to candidature the Faculty will select in preference applicants who are most meritorious in terms of the admission criteria.
- 8.2 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.
- 8.3 The applicant must demonstrate, to the satisfaction of the Faculty, that during the candidature the student will be able to complete clinical and field experience required for the course.
- 9. Discontinuation of enrolment**
- 9.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for re-admission in accordance with the current procedures for new applicants to the degree.
- 10. Suspension of enrolment**
- 10.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.
- 10.2 Examples of hardship may be illness or financial difficulties. Activities of a significant nature may be the inclusion of the student on a national sporting team, orchestra, etc that requires him/her to travel extensively for a specific period of time.
- 10.3 The granting of a suspension of candidature is at the discretion of the Dean.
- 10.4 Suspension of candidature will be for a minimum of one semester and a maximum of two semesters and may be granted only once during the degree.
- 10.5 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.

11. Re-enrolment after an absence

- 11.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:
- 11.1.1 lodge an application by October 30 in the year prior to that in which re-enrolment is sought;
- 11.1.2 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and
- 11.1.3 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission of the application (applications cannot be considered until financial obligations and show cause requirements are completed).
- 11.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.

12. Satisfactory progress

Refer to Faculty resolutions, Part II, 1.2 Satisfactory progress.

13. Time limit

- 13.1 A candidate for the degree may proceed on either a full-time or part-time basis.
- 13.1.1 A full-time candidate shall complete the requirements for the degree no later than at the end of the sixth semester of candidature.
- 13.1.2 A part-time candidate shall complete the requirements for the degree no later than at the end of the tenth semester of candidature.
- 13.1.3 All candidates must complete the requirements for the degree within five calendar years of first enrolment inclusive of periods of suspension and exclusion.

14. Assessment policy

- 14.1 Assessment will be carried out in accordance with the *University of Sydney (Coursework) Rule 2000 (as amended)* and the general Resolutions of the Faculty of Nursing and Midwifery.

15. Credit transfer policy

- 15.1 Credit granted on the basis of work completed or prior learning in another course at this University or at another university may not exceed 24 credit points.
- 15.2 Credit granted on the basis of work completed at an institution other than a university may not exceed 18 credit points.
- 15.3 Credit will not be granted for any units of study which were completed more than five years before admission or re-admission to candidature.

16. Transitional arrangements

- 16.1 No transitional arrangements are required.

Master of Health Services Management**1. Admission**

- 1.1 Applicants for admission to candidature for the course, Master of Health Services Management shall:
- 1.1.1 hold an undergraduate degree with a credit average or better; or
- 1.1.2 hold a Graduate Certificate in Health Services Management and an undergraduate degree; or
- 1.1.3 hold another qualification at tertiary level and a Graduate Certificate in Health Services Management with a credit average or better.

2. Units of study

- 2.1 Refer to the Faculty website.

3. Requirements for the Master of Health Services Management

- 3.1 Students enrolled in the Master of Health Services Management shall:
- 3.1.1 complete successfully 72 credit points in the following manner:
- 3.1.1.1 36 credit points of core units;
- 3.1.1.2 36 credit points of electives;
- 3.1.2 complete successfully all requirements for the degree within the maximum calendar time allowed;
- 3.1.3 satisfy the requirements of all other relevant By-laws, Rules and Resolutions of The University of Sydney.

- 4. Award of the Master of Health Services Management**
- 4.1 The Master of Health Services Management shall be awarded in one grade only, namely the Pass certificate.
- 5. Award of Honours**
- 5.1 Candidates be awarded the Master of Health Services Management with Honours if they have a WAM of 70 at the end of their first full-time equivalent semester and have:
- 5.1.1 completed the research method units of study as prescribed by the Faculty;
- 5.1.2 completed successfully a research dissertation; and
- 5.1.3 successfully completed all other required units of study.
- 5.2 There shall be two classes of Honours awarded, based on the dissertation, namely Class I, Class II, and within Class II there shall be two divisions, namely Division I and Division 2.
- 5.3 The Honours grade will be reported in percentages and the grades for the award shall be:
- 5.3.1 First Class: 80-100 per cent;
- 5.3.2 Second Class: Division 1: 75-79 per cent;
- 5.3.3 Second Class: Division 2: 70-74 per cent.
- 5.4 A bronze medal may be awarded to the one student in a graduating cohort with First Class Honours who secures the most distinguished record of achievement throughout the course and also shows outstanding merit by achieving an average grade of Distinction in all units of study undertaken during the course.
- 6. Details of units of study**
- 6.1 Refer to the Faculty website.
- 7. Enrolment in more/less than minimum load**
- 7.1 Candidates who have a shown significant academic ability may, at the discretion of the Dean, be allowed to undertake more than the prescribed 24 credit points per semester.
- 7.2 Candidates who can demonstrate good reason as to why they should be allowed to undertake less than 12 credit points in any one semester may, at the discretion of the Dean, be permitted to do so.
- 8. Cross institutional study**
- 8.1 Candidates enrolled in the Graduate Certificate in Health Services Management will not be granted credit on the basis of work completed at another university or institution.
- 8.2 Candidates enrolled in the Graduate Diploma in Health Services Management may have credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study but may not exceed 12 credit points.
- 8.3 Candidates enrolled in the Master of Health Services Management may have credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study but may not exceed 24 credit points.
- 8.4 Candidates enrolled in the Doctor of Health Services Management may have credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study, but may not exceed 12 credit points.
- 9. Restrictions on enrolment**
- 9.1 In considering an application for admission to candidature the Faculty will select in preference applicants who are most meritorious in terms of the admission criteria.
- 9.2 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.
- 10. Discontinuation of enrolment**
- 10.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for re-admission in accordance with the current procedures for new applicants to the degree.
- 11. Suspension of enrolment**
- 11.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.
- 11.2 Examples of hardship may be illness or financial difficulties. Activities of a significant nature may be the inclusion of the student on a national sporting team, orchestra, etc that requires him/her to travel extensively for a specific period of time.
- 11.3 The granting of a suspension of candidature is at the discretion of the Dean.
- 11.4 Suspension of candidature will be for a minimum of one semester and a maximum of two semesters and may be granted only once during the certificate, diploma or degree.
- 11.5 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.
- 12. Re-enrolment after an absence**
- 12.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:
- 12.1.1 lodge an application by the date advised by the Faculty in the year prior to that in which re-enrolment is sought;
- 12.1.2 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and
- 12.1.3 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission of the application (applications cannot be considered until financial obligations and show cause requirements are completed).
- 12.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.
- 13. Satisfactory progress**
- 13.1 Refer to the Faculty Resolutions, Part II, 1.2 Satisfactory progress
- 14. Time limit if different from the University of Sydney (Coursework) Rule 2000 (as amended)**
- 14.1 Candidates enrolled in the Graduate Certificate in Health Services Management shall complete the course in a minimum of one semester and a maximum of three semesters.
- 14.2 Candidates enrolled in the Graduate Diploma in Health Services Management shall complete the course in a minimum of two semesters and a maximum of six semesters.
- 14.3 Candidates enrolled in the Master of Health Services Management shall complete the course in a minimum of three semesters and a maximum of eight semesters.
- 14.4 Candidates enrolled in the Doctor of Health Services Management shall complete the course in a minimum of four semesters and a maximum of twelve semesters.
- 14.5 The maximum time limit for completion includes any time spent away from the course including exclusion.
- 15. Assessment policy**
- 15.1 Assessment will be carried out in accordance with the *University of Sydney (Coursework) Rule 2000 (as amended)*.
- 16. Credit transfer policy in accordance with the University of Sydney (Coursework) Rule 2000 (as amended) and Academic Board policies**
- 16.1 Credit in the Graduate Certificate in Health Services Management granted on the basis of work completed or prior learning in another course at this University or at another university may not exceed 6 credit points.
- 16.2 Credit in the Graduate Diploma in Health Services Management granted on the basis of work completed or prior learning in another course at this University or at another university may not exceed 12 credit points.
- 16.3 Credit in the Master of Health Services Management granted on the basis of work completed or prior learning in another course at this University or at another university may not exceed 24 credit points.
- 16.4 Credit in the Graduate Certificate in Health Services Management will not be granted on work completed at an institution other than a university.
- 16.5 Credit in the Graduate Diploma in Health Services Management granted on the basis of work completed at an institution other than a university may not exceed 6 credit points.
- 16.6 Credit in the Master of Health Services Management granted on the basis of work completed at an institution other than a university may not exceed 18 credit points.
- 16.7 Credit will not be granted for any units of study which were completed more than five years before admission or re-admission to candidature.

Master of Midwifery

1. Admission

- 1.1 Applicants for the admission as candidates for the Master of Midwifery shall:
 - 1.1.1 hold a Graduate Diploma in Midwifery from The University of Sydney or an equivalent qualification from another tertiary institution; and
 - 1.1.2 be registered to practice as a midwife in NSW or in, the case of international students, their country of origin; or
 - 1.1.3 be registered to practise as a midwife by the Nurses and Midwives Board, NSW.
- 1.2 An applicant may be required to undertake preliminary qualifying studies, and complete such preliminary examinations as the Faculty may prescribe before admission to candidature.
- 1.3 Candidates who do not meet the above criteria, may be admitted by the Dean on advice of the Associate Dean (Teaching and Learning).

2. Units of study

- 2.1 Refer to the Faculty website.

3. Requirements for the Master of Midwifery

- 3.1 To qualify for the award of the Master of Midwifery:
 - 3.1.1 candidates who hold a Graduate Diploma in Midwifery from the University of Sydney shall successfully complete:
 - 3.1.1.1 one unit of study from the units of study in Group A; and
 - 3.1.1.2 one unit of study from the units of study in Group B; and
 - 3.1.1.3 a midwifery project worth 12 credit points.
 - 3.1.2 candidates who hold a Graduate Diploma in Midwifery from another tertiary institution are required to successfully complete:
 - 3.1.2.1 two units of study from the units of study in Group A; and
 - 3.1.2.2 two units of study from the units of study in Group B; and
 - 3.1.2.3 a midwifery project worth 12 credit points.
 - 3.1.3 candidates who are registered to practice as a midwife, but who do not hold a qualification from a recognised tertiary institution are required to successfully complete up to 72 credit points in the following manner:
 - 3.1.3.1 two units of study from the units of study in Group A; and
 - 3.1.3.2 two units of study from the units of study in Group B; and
 - 3.1.3.3 a midwifery project worth 12 credit points; and
 - 3.1.3.4 any other units from either Group A or Group B units of study to meet the requirements of the degree.
- 3.2 The requirements of the award must be completed within a maximum of ten semesters.

4. Details of units of study

- 4.1 Refer to the relevant section of the Faculty handbook.

5. Enrolment in more/less than minimum load

- 5.1 Candidates enrolled in the Master of Midwifery who have a shown significant academic ability may, at the discretion of the Dean, be allowed to undertake more than the prescribed 24 credit points per semester.
- 5.2 Candidates enrolled in the Master of Midwifery who can demonstrate good reason as to why they should be allowed to undertake less than 12 credit points in any one semester may, at the discretion of the Dean, be permitted to do so.

6. Cross institutional study

- 6.1 Credit granted to candidates enrolled in the Master of Midwifery, on the basis of work completed at another university or institution as part of a program of cross-institutional study may not exceed 12 credit points.

7. Restrictions on enrolment

- 7.1 Admission to any unit of study may be limited by a quota. In determining the quota the Faculty will take into account:
 - 7.1.1 availability of resources including space, library, equipment and computing facilities; and
 - 7.1.2 availability of adequate and appropriate supervision.
- 7.2 In considering an application for admission to candidature the Faculty shall take account of the quota and select in preference applicants who are most meritorious in terms of (2) (1) above.
- 7.3 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.
- 7.4 The applicant must demonstrate, to the satisfaction of the Faculty, that during the candidature the student will be able to complete clinical and field experience required for the course.

8. Discontinuation of enrolment

- 8.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for

re-admission in accordance with the current procedures for new applicants to the degree.

9. Suspension of candidature

- 9.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.
- 9.2 The granting of a suspension of candidature is at the discretion of the Dean.
- 9.3 Suspension of candidature will be for a minimum and maximum of one semester and may be granted only once during the diploma.
- 9.4 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.

10. Re-enrolment after an absence

- 10.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:
 - 10.1.1 lodge an application by the date advised in the year prior to that in which re-enrolment is sought;
 - 10.1.2 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and
 - 10.1.3 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission of the application (applications cannot be considered until financial obligations and show cause requirements are completed).
- 10.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.

11. Satisfactory progress

- 11.1 Refer to the Faculty Resolutions, Part II, 1.2 Satisfactory progress

12. Time limit

- 12.1 Candidates shall complete the requirements for the degree no later than at the end of the tenth semester of candidature.

13. Assessment policy

- 13.1 Assessment will be carried out in accordance with the *University of Sydney (Coursework) Rule 2000 (as amended)* and the general Resolutions of the Faculty of Nursing and Midwifery.

14. Credit transfer policy

- 14.1 Credit granted to students enrolled in the Master of Midwifery and who hold a Graduate Diploma in Midwifery from another tertiary institution will not exceed 50 per cent of the total credit point value of the degree.
- 14.2 Credit granted to students enrolled in the Master of Midwifery and who are registered to practice as a midwife, but do not hold a midwifery qualification from a recognised tertiary institution will be determined on an individual basis, but may not exceed 24 credit points.
- 14.3 Credit will not be granted for any units of study which were completed more than five years before admission or re-admission to candidature.

Master of Midwifery Research

1. Admission

- 1.1 Applicants for admission to candidature for the Master of Midwifery Research, shall:
 - 1.1.1 be graduates of the University of Sydney holding a Graduate Diploma in Midwifery and a bachelor's degree in a relevant field, or other equivalent award; or
 - 1.1.2 be graduates of other universities or other appropriate institutions who hold qualifications equivalent to those specified in 1.1.1; or
 - 1.1.3 be certified or eligible to be certified to practise midwifery in an Australian state or territory;
 - 1.1.4 in relation to qualifications not awarded in Australia, meet minimum standards, as specified by the Faculty of Nursing and Midwifery, of:
 - 1.1.4.1 written and verbal English language competence and interpersonal communication; and
 - 1.1.4.2 numeracy.

- 1.2 Candidates who do not meet the above criteria may be admitted by the Dean of Nursing and Midwifery.
- 1.3 Applicants with qualifications gained in a country other than Australia will be assessed on the equivalence of their qualifications to Australian standards.
- 1.4 The candidature may be accepted by the Faculty on a probationary basis for a period not exceeding twelve months, and on the completion of this probationary period, the Faculty shall review the candidate's work and shall either confirm or terminate the candidature.
- 2. Units of study**
- 2.1 Refer to the Faculty website.
- 3. Requirements for the Degree**
- 3.1 To qualify for the award of the degree:
- 3.1.1 candidates shall complete a minimum of 72 credit points and include a prescribed pattern of study of 36 credit points approved by the Faculty;
- 3.1.2 satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University and Faculty;
- 3.2 The requirements of the award must be completed within a maximum of six calendar years for a student required to complete 72 credit points inclusive of periods of suspension or and/or exclusion from candidature and pro rata for fewer credit point requirements.
- 3.3 Students are required to attend classes as prescribed by the Faculty.
- 3.4 A candidate who ceases to be in good standing with the nurses and midwives registration authorities may be asked to show good cause as to why they should be allowed to continue the degree.
- 4. Requirements for the Honours Degree**
- 4.1 A candidate for the degree may be given permission to undertake a pattern of study leading to the award of the degree with Honours.
- 4.2 To become eligible for the Honours pattern, a candidate must have:
- 4.2.1 completed 36 credit points toward the degree; and
- 4.2.2 achieved a WAM of 70; and
- 4.2.3 shown aptitude to undertake original work; and
- 4.2.4 an appropriate topic in this field approved by the Faculty.
- 4.3 Undertake a supervised 24 credit point thesis in a topic approved by the Faculty and to complete this work in a maximum period approved by the Faculty.
- 4.4 There shall be two classes of Honours awarded, namely Class I, Class II, and within Class II there shall be two divisions, namely Division I and Division 2.
- 4.5 The Honours grade will be reported in percentages and the grades for the award shall be:
- 4.5.1 First Class: 80-100 per cent;
- 4.5.2 Second Class Division 1: 75-79 per cent;
- 4.5.3 Second Class Division 2: 70-74 per cent.
- 4.6 A bronze medal may be awarded to the one student in a graduating cohort with First Class Honours who secures the most distinguished record of achievement throughout the course.
- 5. Details of units of study**
- 5.1 Refer to the relevant section of the Faculty handbook.
- 6. Enrolment in more/less than the minimum load**
- 6.1 Candidates who have a shown significant academic ability may, at the discretion of the Dean, be allowed to undertake more than the prescribed 24 credit points per semester.
- 6.2 Candidates who can demonstrate good reason as to why they should be allowed to undertake less than 12 credit points in any one semester may, at the discretion of the Dean, be permitted to do so.
- 7. Cross institutional study**
- 7.1 Credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study may not exceed 24 credit points.
- 8. Restrictions on enrolment**
- 8.1 In considering an application for admission to candidature the Faculty will select in preference applicants who are most meritorious in terms of the admission criteria.
- 8.2 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.
- 8.3 The applicant must demonstrate, to the satisfaction of the Faculty, that during the candidature the student will be able to complete clinical and field experience required for the course.
- 9. Discontinuation of enrolment**
- 9.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for re-admission in accordance with the current procedures for new applicants to the degree.
- 10. Suspension of enrolment**
- 10.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.
- 10.2 Examples of hardship may be illness or financial difficulties. Activities of a significant nature may be the inclusion of the student on a national sporting team, orchestra, etc that requires him/her to travel extensively for a specific period of time.
- 10.3 The granting of a suspension of candidature is at the discretion of the Dean.
- 10.4 Suspension of candidature will be for a minimum of one semester and a maximum of two semesters and may be granted only once during the degree.
- 10.5 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.
- 11. Re-enrolment after an absence**
- 11.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:
- 11.1.1 lodge an application by October 30 in the year prior to that in which re-enrolment is sought;
- 11.1.2 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and
- 11.1.3 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission of the application (applications cannot be considered until financial obligations and show cause requirements are completed).
- 11.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.
- 12. Satisfactory progress**
- Refer to Faculty resolutions, Part II, 1.2 Satisfactory progress.
- 13. Time limit**
- 13.1 A candidate for the degree may proceed on either a full-time or part-time basis.
- 13.1.1 A full-time candidate shall complete the requirements for the degree no later than at the end of the sixth semester of candidature.
- 13.1.2 A part-time candidate shall complete the requirements for the degree no later than at the end of the tenth semester of candidature.
- 13.1.3 All candidates must complete the requirements for the degree within five calendar years of first enrolment inclusive of periods of suspension and exclusion.
- 14. Assessment policy**
- 14.1 Assessment will be carried out in accordance with the *University of Sydney (Coursework) Rule 2000 (as amended)* and the general Resolutions of the Faculty of Nursing and Midwifery.
- 15. Credit transfer policy**
- 15.1 Credit granted on the basis of work completed or prior learning in another course at this University or at another university may not exceed 24 credit points.
- 15.2 Credit granted on the basis of work completed at an institution other than a university may not exceed 18 credit points.
- 15.3 Credit will not be granted for any units of study which were completed more than five years before admission or re-admission to candidature.
- 16. Transitional arrangements**
- 16.1 No transitional arrangements are required.

Research Course Resolutions

Bachelor of Nursing (Honours)

1. Admission

1.1 An applicant for admission to candidature for the honours course shall:

- 1.1.1 be a registered nurse and hold the pass degree of Bachelor of Nursing or equivalent and achieved a minimum Weighted Average Mean (WAM) set from time to time by the Faculty in units undertaken for the pass degree; or
- 1.1.2 be a registered nurse and hold qualifications deemed by the Dean to be the equivalent; or
- 1.1.3 be considered by the Faculty and the Director (Research) to have the requisite knowledge and aptitude for an honours course.

1.2 The WAM is calculated by summing the products of the weighted marks achieved for each year and then dividing by the sum of the product of the weighted number of units of study attempted in each year. Units undertaken in each year are weighted according to their designations as first second or third year units in the following manner: 1 equals first year; 2 equals second year and 3 equals third year. All attempts at units of study are included in the calculation, except where units of study are discontinued with permission.

2. Requirements for Honours

2.1 To qualify for the award of the degree of Bachelor of Nursing (Honours) a candidate shall:

- 2.1.1 if admitted under clauses 1.1.1 or 1.1.2, complete successfully a minimum of 48 credit points specified as Honours units of study.

3. Time limits

3.1 A candidate for the degree may proceed on either a full-time or part-time basis:

- 3.1.1 a full-time candidate if admitted under clauses 1.1.1 or 1.1.2 shall complete the requirements for the degree no later than at the end of the second semester of candidature; or
- 3.1.2 a part-time candidate admitted under clauses 1.1 or 1.1.2 shall complete the requirements for the degree over a period of four consecutive semesters; or
- 3.1.3 a candidate who withdraws from the course shall not be permitted to re-enrol without permission of the Dean.

4. Award of the degree

- 4.1 There shall be three classes of Honours, namely Class I and Class II, and within Class II there shall be two divisions, namely Division 1 and Division 2.
- 4.2 The class of Honours shall be determined by the weighted marks achieved in the coursework and thesis components of 20 per cent coursework and 80 per cent thesis.
- 4.3 The Honours grade will be reported in percentages and the grades for the award shall be:
 - 4.3.1 First Class: 80-100 per cent;
 - 4.3.2 Second Class: Division 1: 75-79 per cent;
 - 4.3.3 Second Class: Division 2: 70-74 per cent; and
 - 4.3.4 Honours not awarded: less than 70 per cent.

Master of Nursing (Honours)

Faculty resolutions governing the award of this degree can be found in Part VII, Division III, in this chapter of the handbook.

1. Admission

1.1 Applicants for admission as candidates for the Master of Nursing (Honours) shall:

- 1.1.1 have qualified for the award of the pass degree of this University with a Weighted Average Mean (WAM) of 65 or above; or
- 1.1.2 be graduates from other universities who hold qualifications equivalent to those specified in sub section 1.1.1; and
- 1.1.3 be considered by the Dean and Head of Department concerned to have the requisite knowledge and aptitude to enrol in the Honours course; and
- 1.1.4 be registered or eligible to be registered to practise nursing by the Nurses Registration Board of New South Wales; or
- 1.1.5 be authorised to practise as a registered nurse in a country other than Australia as approved by the Faculty; and

1.1.6 demonstrate a minimum of one year's post-registration relevant experience as a registered nurse.

1.2 Candidates who do not meet the above criteria, may be admitted by the Dean on the advice of the Director (Research).

2. Requirements for the degree

2.1 To qualify for the award of the degree of Master of Nursing (Honours) a candidate must complete successfully an independent study of 24 credit points on a selected topic conducted with the supervision of a member of academic staff appointed by the Director (Research).

3. Award of the Degree

3.1 There shall be three classes of Honours awarded, namely Class I, Class II, and Class III and within Class II there shall be two divisions, namely Division I and Division 2.

3.2 The class of Honours shall be determined by the grade achieved in the independent study described in clause 2.1.

3.3 The Honours grade will be reported in percentages and the grades for the award shall be:

- 3.3.1 First Class: 80-100 per cent;
- 3.3.2 Second Class Division 1: 75-79 per cent;
- 3.3.3 Second Class Division 2: 70-74 per cent;
- 3.3.4 Third Class: 65-69 per cent;
- 3.3.5 Honours not awarded: less than 65 per cent.

4. Cross institutional study

4.1 Credit in respect of this degree will not be granted on the basis of work completed at another university or institution as part of a program of cross-institutional study.

5. Restrictions on enrolment

5.1 In considering an application for admission to candidature the Faculty will select in preference applicants who are most meritorious in terms of the admission criteria.

5.2 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.

6. Suspension of enrolment

6.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for re-admission in accordance with the current procedures for new applicants to the degree.

7. Re-enrolment after an absence

7.1 A student returning after an approved period of suspension may re-enrol in accordance with the current procedures for continuing students.

8. Satisfactory progress

8.1 A student shall be deemed not to have made satisfactory progress, and shall be required to show good cause as to why they should be permitted to re-enrol in the course if they have:

- 8.1.1 failed more than half of the credit point load undertaken during a semester; or
- 8.1.2 failed, or discontinued enrolment without permission, in one unit of study twice.

9. Credit transfer policy

9.1 Credit in respect of this degree will not be granted on the basis of work completed at another university or institution.

Master of Philosophy

The Faculty resolutions governing the award of this degree can be found in Part VII, Division V of the General Faculty Resolutions governing approved courses, in this chapter of the handbook.

Doctor of Philosophy

The Faculty resolutions governing the award of this degree can be found in Part VI, Division VI, in this chapter of the handbook.

Doctor of Health Services Management

1. Admission

1.1 Applicants for admission to candidature for the course, Doctor of Health Services Management shall:

- 1.1.1 normally hold a recognised Masters degree in any discipline; or

- 1.1.2 an Australian Honours degree in any discipline with second class honours or better; or
- 1.1.3 a qualification equivalent to an Honours or Masters degree; and
- 1.1.4 possess appropriate health care sector or professional practice experience of not less than five years.
- 2. Units of study**
- 2.1 Refer to the Faculty website.
- 3. Requirements for the Doctor of Health Services Management**
- 3.1 Students enrolled in the Doctor of Health Services Management shall:
- 3.1.1 complete successfully 96 credit points in the following manner:
- 3.1.1.1 24 credit points as specified in Table 1; and
- 3.1.1.2 72 credit points consisting of a research thesis;
- 3.1.2 complete successfully all requirements for the degree within the maximum calendar time allowed;
- 3.1.3 satisfy the requirements of all other relevant By-laws, Rules and Resolutions of The University of Sydney.
- 4. Award of the Doctor of Health Services Management**
- 4.1 The Doctor of Health Services Management shall be awarded in one grade only, namely the Pass certificate.
- 5. Details of units of study**
- 5.1 Refer to the Faculty website.
- 6. Enrolment in more/less than minimum load**
- 6.1 Candidates who have a shown significant academic ability may, at the discretion of the Dean, be allowed to undertake more than the prescribed 24 credit points per semester.
- 6.2 Candidates who can demonstrate good reason as to why they should be allowed to undertake less than 12 credit points in any one semester may, at the discretion of the Dean, be permitted to do so.
- 7. Cross institutional study**
- 7.1 Candidates enrolled in the Doctor of Health Services Management may have credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study, but may not exceed 12 credit points.
- 8. Restrictions on enrolment**
- 8.1 In considering an application for admission to candidature the Faculty will select in preference applicants who are most meritorious in terms of the admission criteria.
- 8.2 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.
- 9. Discontinuation of enrolment**
- 9.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for re-admission in accordance with the current procedures for new applicants to the degree.
- 10. Suspension of enrolment**
- 10.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.
- 10.2 Examples of hardship may be illness or financial difficulties. Activities of a significant nature may be the inclusion of the student on a national sporting team, orchestra, etc that requires him/her to travel extensively for a specific period of time.
- 10.3 The granting of a suspension of candidature is at the discretion of the Dean.
- 10.4 Suspension of candidature will be for a minimum of one semester and a maximum of two semesters and may be granted only once during the certificate, diploma or degree.
- 10.5 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.
- 11. Re-enrolment after an absence**
- 11.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:
- 11.1.1 lodge an application by the date advised by the Faculty in the year prior to that in which re-enrolment is sought;
- 11.1.2 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and
- 11.1.3 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission of the application (applications cannot be considered until financial obligations and show cause requirements are completed).
- 11.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.
- 12. Satisfactory progress**
- 12.1 The Board of Studies shall have the power to resolve on satisfactory progress and progression in individual cases.
- 12.2 Candidates who fail:
- 12.2.1 up to 6 credit points of the units of study in which they are enrolled in any one semester may progress to a normal full-time load in the subsequent semester. Any failed unit of study must be taken in the following year;
- 12.2.2 between 12 and 24 credit points of the units of study in which they are enrolled in any year may only progress to a normal full-time load in the subsequent year. This must include the units of study in which they failed previously; or
- 12.2.3 more than 24 credit points of the credit point load undertaken during a year or who discontinue fail enrolment in one unit of study twice shall be deemed not to have made satisfactory progress. They shall be required to show good cause as to why they should be permitted to re-enrol in the course.
- 12.3 The Faculty reserves the right to require students who are asked to show cause to enrol in and successfully complete units of study in addition to the minimum number of credit points required to complete the degree.
- 13. Time limit**
- 13.1 Candidates enrolled in the Doctor of Health Services Management shall complete the course in a minimum of four semesters and a maximum of twelve semesters.
- 13.2 The maximum time limit for completion includes any time spent away from the course including exclusion.
- 14. Assessment policy**
- 14.1 Assessment will be carried out in accordance with University and Faculty policies.
- 15. Credit transfer policy**
- 15.1 Credit may be granted for up to 12 credit points in the coursework component of the Doctor of Health Services Management.
- 15.2 Credit will not be granted for any units of study which were completed more than five years before admission or re-admission to candidature.
- 16. Transitional arrangements**
- 16.1 No transitional arrangements are required.

Resolutions of the Faculty

Doctor of Midwifery

[Section 1]

1. Admission

- 1.1 Applicants for admission to candidature for the course, Doctor of Midwifery shall:
- 1.1.1 normally hold a recognised master's degree in nursing with a minimum 10,000 word written component; or
- 1.1.2 an Australian honours degree in nursing with second class honours or better; or
- 1.1.3 a qualification equivalent to an honours or master's degree; or
- 1.1.4 demonstrate a high level of achievement equivalent to 1.1.1, 1.1.2 or 1.1.3; and
- 1.1.5 possess professional practice experience of not less than five years.
- 1.2 Applicants shall:
- 1.2.1 submit with their application an outline of the proposed course of advanced study and research including:
- 1.2.1.1 the area of proposed research;
- 1.2.1.2 proposals for any practicum; and
- 1.2.1.3 proposals for related coursework units of study.
- 1.3 An applicant for admission to part-time candidature shall submit with the application a written undertaking that the applicant will:
- 1.3.1 have sufficient time available to complete the requirements for the degree in accordance with section 13 of these resolutions; and

- 1.3.2 be able to attend at the University at such times and on such occasions for purposes of consultation and participation in Faculty activities, as may be required.
- 2. Units of study**
- 2.1 Units of study are set out on the Faculty website.
- 3. Requirements for the Doctor of Midwifery**
- 3.1 Except with the permission of the Faculty, a candidate will pursue an approved course of advanced study, professional practice and research in the following manner:
- 3.1.1 complete successfully coursework and research leading to a thesis including;
- 3.1.1.1 a minimum of 48 credit points of coursework units of study with at least one unit of study dealing with research methods appropriate to the research proposal; and
- 3.1.2 a thesis of approximately 50,000 words (or equivalent) in length investigating a specific aspect of professional practice; and
- 3.1.3 complete successfully all requirements for the degree within the maximum calendar time allowed; and
- 3.1.4 satisfy the requirements of all other relevant By-laws, Rules and Resolutions of The University of Sydney.
- 4. Award of the Doctor of Midwifery**
- 4.1 The Doctor of Midwifery shall be awarded in Pass grade only. [Section 2]
- 5. Details of units of study**
- 5.1 Units of study are determined on an individual basis.
- 6. Enrolment in more/less than minimum load**
- 6.1 Candidates who have a shown significant academic ability may, at the discretion of the Dean, be allowed to undertake more than the prescribed 24 credit points per semester.
- 6.2 Candidates who can demonstrate good reason as to why they should be allowed to undertake less than 12 credit points in any one semester may, at the discretion of the Dean, be permitted to do so.
- 7. Cross-institutional study**
- 7.1 Candidates enrolled in the Doctor of Midwifery may have credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study, but may not exceed 18 credit points.
- 8. Restrictions on enrolment**
- 8.1 In considering an application for admission to candidature the Faculty will select in preference applicants who are most meritorious in terms of the admission criteria.
- 9. Discontinuation of enrolment**
- 9.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for re-admission in accordance with the current procedures for new applicants to the degree.
- 10. Suspension of enrolment**
- 10.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.
- 10.2 Examples of hardship may be illness or financial difficulties. Activities of a significant nature may be the inclusion of the student on a national sporting team, orchestra, etc that requires him/her to travel extensively for a specific period of time.
- 10.3 The granting of a suspension of candidature is at the discretion of the Dean.
- 10.4 Suspension of candidature will be for a minimum of one semester and a maximum of two semesters and may be granted only once during the certificate, diploma or degree.
- 10.5 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.
- 11. Re-enrolment after an absence**
- 11.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:
- 11.1.1 lodge an application by the date advised by the Faculty in the year prior to that in which re-enrolment is sought;
- 11.1.2 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and
- 11.1.3 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission of the application (applications cannot be considered until financial obligations and show cause requirements are completed).
- 11.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.
- 12. Satisfactory progress**
- 12.1 The Board of Studies shall have the power to resolve on satisfactory progress and progression in individual cases.
- 12.2 All Doctor of Nursing students admitted to the degree are to be subjected to departmental a review after their second first year of candidature, regardless of the status of their candidature.
- 12.2.1 Candidates shall provide evidence of progress to the satisfaction of the supervisor and the Associate Dean (Academic) and any review committee constituted by the Faculty.
- 12.2.1.2 On basis of the evidence provided, the Associate Dean (Academic) shall recommend the conditions of candidature to apply for the following year; and
- 12.2.1.3 may require the candidate to provide further evidence of progress at the end of one semester or such other period as the Associate Dean (Academic) recommends to the Board of Studies as appropriate.
- 12.2.1.4 If a candidate fails to submit evidence of progress or if the Board of Studies considers that the evidence submitted does not indicate satisfactory progress;
- 12.2.1.5 the Board of Studies may, on the recommendation of the Associate Dean (Academic), call upon the candidate to show cause why that candidature should not be terminated by reason of unsatisfactory progress towards completion of the degree; and
- 12.2.1.6 where, in the opinion of the Board of Studies, the candidate does not show good cause the Board may either terminate the candidature or impose conditions on the continuation of candidature.
- 12.3 Those students admitted to the degree on a probationary basis are required to be subjected to a review at the end of the specified probationary period.
- 12.4 The satisfactory completion of this probationary period requires:
- 12.4.1 successful completion of any specified coursework;
- 12.4.2 presentation of a seminar on their project;
- 12.4.3 a supportive letter from the student's supervisor related to the student's ability to complete a project of appropriate scope and nature; and
- 12.4.4 a supportive recommendation from the Head of Department Associate Dean (Academic) on the basis of the supervisor's advice, the student's performance and progress towards completion.
- 12.5 The Board also resolved that the requirements of this probationary review must be communicated in writing to the candidate in their offer of admission letter.
- 13. Time limits**
- 13.1 Candidates enrolled in the Doctor of Nursing shall complete the course in a minimum of six semesters for full-time students and 12 semesters for part-time students.
- 13.2 The maximum time limit for completion will be eight semesters for full-time students and 16 semesters for part-time students and includes any time spent away from the course including exclusion.
- 14. Credit for previous studies**
- 14.1 Credit may be granted for up to 18 credit points in the coursework component of the Doctor of Midwifery.
- 14.2 The Faculty may grant credit for the whole or any part of a period of candidature undertaken for the degrees of Master of Philosophy (Nursing), Doctor of Philosophy, Doctor of Health Services Management or Doctor of Midwifery provided that:
- 14.2.1 the candidate has abandoned candidature for the degree for which credit is sought; and
- 14.2.2 the period of candidature for which credit is sought:
- 14.2.2.1 involved a course of advanced study and research related to the candidate's proposal for the Doctor of Midwifery; and
- 14.2.2.2 was taken within five years immediately preceding the candidature of Doctor of Midwifery.
- 14.3 Credit will not be granted for any units of study that were completed more than five years before admission or re-admission to candidature.

15. The thesis

- 15.1 The candidate shall present either:
- 15.1.1 a thesis of approximately 50,000 words in length which shall be a substantial and original contribution to the subject concerned in which the candidate shall state:
- 15.1.1.1 the sources from which the information is derived;
- 15.1.1.2 the extent to which the work of others has been made use of; and
- 15.1.1.3 the portion of the work the candidate claims as original.
- 15.2 The topic of the thesis shall be approved by the Faculty.
- 15.3 A candidate may submit as partly or substantially a part of the thesis any publication of which the candidate is the sole or joint author.
- 15.3.1 In such a case the candidate must produce evidence to identify satisfactorily the sections of the work for which the candidate is responsible.
- 15.4 A candidate may not present as the thesis any work that has been presented for a degree at this or any other university, but the candidate will not be precluded from incorporating such work into the thesis, provided that, in presenting the thesis, the candidate indicates the part of the work that has been incorporated.
- 15.4.1 Alternatively, the candidate may submit a bound volume incorporating published papers and an integrating overview of the research totalling approximately 50,000 words.
- 15.5 As part of the candidature, candidates may be required to present at research seminars.
- 15.6 The Faculty shall appoint, on the recommendation of the Associate Dean (Academic) at least one supervisor and associate supervisor.
- 15.7 A candidate shall submit to the Faculty four copies of the thesis in a form prescribed by the Faculty.
- 15.8 The thesis shall be accompanied by advice from the supervisor stating whether, in the opinion of the supervisor, the form of presentation of the thesis is satisfactory.
- ## 16. Appointment of examiners
- 16.1 The Faculty will appoint two examiners, both of whom will be external to the University.
- 16.2 All other examination procedures will be in accordance with the Resolutions of the Academic Board relating to the degree of Doctor of Philosophy.

Resolutions of the Faculty

Doctor of Nursing

1. Admission

- 1.1 Applicants for admission to candidature for the course, Doctor of Nursing shall:
- 1.1.1 normally hold a recognised master's degree in nursing with a minimum 10,000 word written component; or
- 1.1.2 an Australian honours degree in nursing with second class honours or better; or
- 1.1.3 a qualification equivalent to an honours or master's degree; and
- 1.1.4 demonstrate a high level of achievement equivalent to 1.1.1, 1.1.2 or 1.1.3; and
- 1.1.5 possess professional practice experience of not less than five years.
- 1.2 Applicants shall:
- 1.2.1 submit with their application an outline of the proposed course of advanced study and research including:
- 1.2.1.1 the area of proposed research;
- 1.2.1.2 proposals for any practicum; and
- 1.2.1.3 proposals for related coursework units of study.
- 1.3 An applicant for admission to part-time candidature shall submit with the application a written undertaking that the applicant will:
- 1.3.1 have sufficient time available to complete the requirements for the degree in accordance with section 13 of these resolutions; and
- 1.3.2 be able to attend at the University at such times and on such occasions for purposes of consultation and participation in Faculty activities, as may be required.

2. Units of study

- 2.1 Units of study are set out on the Faculty website.

3. Requirements for the Doctor of Nursing

- 3.1 Except with the permission of the Faculty, a candidate will pursue an approved course of advanced study, professional practice and research in the following manner:
- 3.1.1 complete successfully coursework and research leading to a thesis including;
- 3.1.1.1 a minimum of 48 credit points of coursework units of study with at least one unit of study dealing with research methods appropriate to the research proposal; and
- 3.1.2 a thesis of approximately 50,000 words (or equivalent) in length investigating a specific aspect of professional practice;
- 3.1.3 complete successfully all requirements for the degree within the maximum calendar time allowed; and
- 3.1.4 satisfy the requirements of all other relevant By-laws, Rules and Resolutions of the University of Sydney.

4. Award of the Doctor of Nursing

- 4.1 The Doctor of Nursing shall be awarded in Pass grade only.

5. Details of units of study

- 5.1 Units of study are determined on an individual basis.

6. Enrolment in more/less than minimum load

- 6.1 Candidates who have a shown significant academic ability may, at the discretion of the Dean, be allowed to undertake more than the prescribed 24 credit points per semester.
- 6.2 Candidates who can demonstrate good reason as to why they should be allowed to undertake less than 12 credit points in any one semester may, at the discretion of the Dean, be permitted to do so.

7. Cross-institutional study

- 7.1 Candidates enrolled in the Doctor of Nursing may have credit granted on the basis of work completed at another university or institution as part of a program of cross-institutional study, but may not exceed 18 credit points.

8. Restrictions on enrolment

- 8.1 In considering an application for admission to candidature the Faculty will select in preference applicants who are most meritorious in terms of the admission criteria.

9. Discontinuation of enrolment

- 9.1 A student who has discontinued candidature or whose candidature is deemed to have lapsed must apply for re-admission in accordance with the current procedures for new applicants to the degree.

10. Suspension of enrolment

- 10.1 Suspension of candidature is only applicable in cases of hardship or activities on the part of the student that are of national or state importance/are of a significant nature.
- 10.1.1 Examples of hardship may be illness or financial difficulties.
- 10.1.2 Activities of a significant nature may be the inclusion of the student on a national sporting team, orchestra, etc that requires him/her to travel extensively for a specific period of time.
- 10.2 The granting of a suspension of candidature is at the discretion of the Dean.
- 10.3 Suspension of candidature will be for a minimum of one semester and a maximum of two semesters and may be granted only once during the certificate, diploma or degree.
- 10.4 In cases where a suspension of candidature is not granted, students may be required to discontinue their studies and follow the procedures for re-enrolment after an absence.

11. Re-enrolment after an absence

- 11.1 There is no automatic right of re-entry. Students who wish to be considered for re-enrolment need to fulfil the following conditions:
- 11.1.1 lodge an application by the date advised by the Faculty in the year prior to that in which re-enrolment is sought;
- 11.1.2 attach a current academic transcript (progress status is contingent upon an absence of not more than two years from the course); and
- 11.1.3 ensure that outstanding debts with the University and/or show cause requirements are attended to before submission of the application (applications cannot be considered until financial obligations and show cause requirements are completed).
- 11.2 Applications will be considered in conjunction with all other applications by students applying under these conditions prior to the commencement of the academic year in which the student wishes to enrol.

12. Satisfactory progress

- 12.1 The Board of Studies shall have the power to resolve on satisfactory progress and progression in individual cases.
- 12.2 All Doctor of Nursing students admitted to the degree are to be subjected to a review after their first year of candidature.
 - 12.2.1 Candidates shall provide evidence of progress to the satisfaction of the supervisor and the Associate Dean (Academic) and any review committee constituted by the Faculty.
 - 12.2.2 On basis of the evidence provided, the Associate Dean (Academic) shall recommend the conditions of candidature to apply for the following year; and
 - 12.2.3 may require the candidate to provide further evidence of progress at the end of one semester or such other period as the Associate Dean (Academic) recommends to the Board of Studies as appropriate.
 - 12.2.4 If a candidate fails to submit evidence of progress or if the Board of Studies considers that the evidence submitted does not indicate satisfactory progress;
 - 12.2.5 the Board of Studies may, on the recommendation of the Associate Dean (Academic), call upon the candidate to show cause why that candidature should not be terminated by reason of unsatisfactory progress towards completion of the degree; and
 - 12.2.6 where, in the opinion of the Board of Studies, the candidate does not show good cause the Board may either terminate the candidature or impose conditions on the continuation of candidature.
- 12.3 Those students admitted to the degree on a probationary basis are required to be subjected to a review at the end of the specified probationary period.
- 12.4 The satisfactory completion of this probationary period requires:
 - 12.4.1 successful completion of any specified coursework;
 - 12.4.2 presentation of a seminar on their project;
 - 12.4.3 a supportive letter from the student's supervisor related to the student's ability to complete a project of appropriate scope and nature; and
 - 12.4.4 a supportive recommendation from the Head of Department Associate Dean (Academic) on the basis of the supervisor's advice, the student's performance and progress towards completion.
- 12.5 The Board also resolved that the requirements of this probationary review must be communicated in writing to the candidate in their offer of admission letter.

13. Time limits

- 13.1 Candidates enrolled in the Doctor of Nursing shall complete the course in a minimum of six semesters for full-time students and 12 semesters for part-time students.
- 13.2 The maximum time limit for completion will be eight semesters for full-time students and 16 semesters for part-time students and includes any time spent away from the course including exclusion.

14. Credit for previous studies

- 14.1 Credit may be granted for up to 18 credit points in the coursework component of the Doctor of Nursing.
- 14.2 The Faculty may grant credit for the whole or any part of a period of candidature undertaken for the degrees of Master of Philosophy (Nursing), Doctor of Philosophy, Doctor of Health Services Management or Doctor of Midwifery provided that:
 - 14.2.1 the candidate has abandoned candidature for the degree for which credit is sought; and
 - 14.2.2 the period of candidature for which credit is sought:
 - 14.2.2.1 involved a course of advanced study and research related to the candidate's proposal for the Doctor of Nursing; and
 - 14.2.2.2 was taken within five years immediately preceding the candidature of Doctor of Nursing.
- 14.3 Credit will not be granted for any units of study that were completed more than five years before admission or re-admission to candidature.

15. The thesis

- 15.1 The candidate shall present either:
 - 15.1.1 a thesis of approximately 50,000 words in length which shall be a substantial and original contribution to the subject concerned in which the candidate shall state:
 - 15.1.1.1 the sources from which the information is derived;
 - 15.1.1.2 the extent to which the work of others has been made use of; and
 - 15.1.1.3 the portion of the work the candidate claims as original.

- 15.2 The topic of the thesis shall be approved by the Faculty.
 - 15.3 A candidate may submit as partly or substantially a part of the thesis any publication of which the candidate is the sole or joint author.
 - 15.3.1 In such a case the candidate must produce evidence to identify satisfactorily the sections of the work for which the candidate is responsible.
 - 15.4 A candidate may not present as the thesis any work that has been presented for a degree at this or any other university, but the candidate will not be precluded from incorporating such work into the thesis, provided that, in presenting the thesis, the candidate indicates the part of the work that has been incorporated.
 - 15.4.1 a bound volume incorporating published papers and an integrating overview of the research totalling approximately 50,000 words.
 - 15.5 As part of the candidature, candidates may be required to present at research seminars.
 - 15.6 The Faculty shall appoint, on the recommendation of the Associate Dean (Academic) at least one supervisor and associate supervisor.
 - 15.7 A candidate shall submit to the Faculty four copies of the thesis in a form prescribed by the Faculty.
 - 15.8 The thesis shall be accompanied by advice from the supervisor stating whether, in the opinion of the supervisor, the form of presentation of the thesis is satisfactory.
- ## 16. Appointment of examiners
- 16.1 The Faculty will appoint two examiners, both of whom will be external to the University.
 - 16.2 All other examination procedures will be in accordance with the Resolutions of the Academic Board relating to the degree of Doctor of Philosophy.

The Sydney Summer and Winter Schools

2008	Dates
Summer School	December 2007-February 2008
Winter School	July 2008

The Summer School

The Summer School is a full fee-paying, intensive program offering high quality undergraduate and postgraduate subjects from ten faculties. These subjects are the same as those offered in Semesters One and Two, but are taught as an intensive program over summer. Some classes commence in December, others commence in the first week of January, others in the third week and continue into February (including the exam week). Some subjects run for six weeks others are shorter. Students can take a maximum of two subjects.

The Winter School

The Winter School is a smaller, more intensive program that runs for four weeks, including the exam week, in July.

Advantages

Attending classes at Sydney University during Summer and Winter School offers many advantages. You can:

- accelerate your academic career and to finish your degree sooner
- devote your full attention to a single area of study
- take subjects that are outside your normal degree
- reduce your workload throughout the rest of the year
- repeat subjects in which you may have been unsuccessful
- combine study with a field trip in Australia or a tour overseas.

For high school graduates, you can:

- sample a university subject
- get an early start on your degree.

How to apply

Applications will only be accepted online. Our website is www.summer.usyd.edu.au

Most subjects have limited places and fill very quickly. All places are filled strictly on a first in first served basis so it is recommended that you apply early.

Applications open on 26 September 2007.

Applications close on:
30 November, 2007 (Session 1 Summer December)
14 December, 2007 (Session 2 Summer Main)
5 January, 2008 (Session 3 Summer Late)

Late application fees may apply after these dates.

Census dates – Summer School 2008

Students can withdraw from their subject without academic penalty and receive a full refund until the census date. However, a late withdrawal fee may apply. As classes start throughout December to February there are three census dates for the Summer School. These are based on when the class commences.

ID	Session name	Classes begin	Census date
42*	Summer Dec	10 December	2 January
43	Summer Main	4 January	11 January
44**	Summer Late	14 January	6 February

*42 Summer Dec: Allows for a unit to run for 3-9 weeks, provided that the 20 per cent criterion is met.

**44 Summer Late: Last exam must be held by 1 March.

Withdrawal and Refund policy

- For classes commencing in **December 2007**, students withdrawing from a Summer School subject from 28 November 2007 to 11 January 2008, will receive a refund of tuition fees but will be liable for a \$250 late withdrawal fee.
- For classes commencing after **4 January 2008**, students withdrawing from a Summer School subject from 16 December 2007 to 11 January 2008, will receive a refund of tuition fees but will be liable for a \$250 late withdrawal fee.
- For classes commencing after **14 January 2008**, students withdrawing from a Summer School subject from 16 December 2007 to 6 February 2008, will receive a refund of tuition fees but will be liable for a \$250 late withdrawal fee.
- Students may withdraw from their Summer School subject(s) up until 4pm on the last day of the Teaching Period for that particular subject. However, there may be an academic penalty (please refer to our website). The Teaching Period for purposes of this policy is defined in hours of published classes from the first day through to the last day of classes, excluding any final examination or assessment.
- Students withdrawing from a Summer School subject after 4pm on the relevant census date will receive no refund of their tuition fee.

Transferring between Summer School subjects

Students on a waitlist can transfer subjects at any time prior to the commencement of class. For all other students transfers between subjects should be completed a week before classes commence. Late transfers will attract a withdrawal fee of \$250. NO transfers will be allowed after the commencement of the class.

Summer School scholarships

Merit scholarships

Three undergraduate merit scholarships and one postgraduate merit scholarship are available and are automatically awarded to the top four students who achieve the highest results in their respective faculty (Arts, Science or Economics and Business) for their Summer School subject.

Educational/Financial Disadvantage scholarships

Full Summer School scholarships are available to local undergraduate students who have a good academic record. To be eligible for consideration you will need to provide evidence of long-term and serious educational disadvantage based on two or more criteria, one of which must be financial hardship. Please check our website for further details. Applications close on 26 October 2007.

For more information

Web: www.summer.usyd.edu.au

Email: info@summer.usyd.edu.au

Phone: +61 2 9351 5542 Fax: +61 2 9351 5888



General University information

For further information or advice, please feel free to call our Helpline on **1300 362 006**.

This section includes information on the following:

Accommodation Service
 Admissions Office
 Applying for a course
 Assessment
 Attendance
 Bus service
 Campuses
 Careers Centre
 Casual Employment Service
 Centre for Continuing Education (CCE)
 Centre for English Teaching
 Child Care Information Office
 Client Services, Information and Communications Technology (ICT)
 The Co-op Bookshop
 Counselling Service
 Disability Services
 Email
 Employment opportunities for students
 Enrolment
 Environmental Policy
 Examinations
 Fees
 Financial Assistance Office
 Freedom of Information
 Graduations Office
 (Grievances) Appeals
 HECS and Fees Office
 HELP
 Information and Communications Technology
 International Office
 International Student Support Unit (ISSU)
 Koori Centre and Yooroang Garang
 Learning Centre
 Library
 Mathematics Learning Centre
 Multimedia and Educational Technologies in Arts (META) Resource Centre
 Museums and Galleries
 MyUni Student Portal
 Orientation and O-Week
 Part-time, full-time
 Policy online
 Printing Service (UPS)
 Privacy
 Research Office
 Scholarships for undergraduates
 Services for Students
 Security Service
 Staff and Student Equal Opportunity Unit
 Student Centre
 Student Identity Cards
 Student Services
 The Sydney Summer School
 Sydney Student Development
 Sydney Welcome Orientation and Transition Program
 The University of Sydney Foundation Program
 Timetabling Unit
 University Health Service

Accommodation Service

The Accommodation Service helps students find off-campus accommodation. The service maintains extensive databases of share accommodation, rental properties, and full board accommodation. Currently enrolled students can access the database online through the MyUni student portal (<http://myuni.usyd.edu.au>), or the accommodation website via your MyUni student portal or the Services for Students website: www.usyd.edu.au/stuserv.

Level 7, Education Building A35
 University of Sydney
 NSW 2006 Australia

Phone: +61 2 9351 3312
 Fax: +61 2 9351 8262
 Email: accomm@stuserv.usyd.edu.au
 Website: www.usyd.edu.au/accomm

Admissions Office

The Admissions Office, located in the Student Centre, is responsible for overseeing the distribution of offers to undergraduate applicants through the Universities Admission Centre (UAC). They can advise prospective local undergraduate students on admission requirements. Postgraduate students should contact the appropriate faculty. If you are an Australian citizen or a permanent resident but have qualifications from a non-Australian institution phone +61 2 9351 4118 for more information. For enquiries regarding special admissions (including mature-age entry) phone +61 2 9351 3615. Applicants without Australian citizenship or permanent residency should contact the International Office.

Student Centre
 Ground Floor, Carlsaw Building F07
 University of Sydney
 NSW 2006 Australia

Phone: +61 2 9351 4117 or +61 2 9351 4118
 Fax: +61 2 9351 4869
 Email: admissions@records.usyd.edu.au
 Website: www.usyd.edu.au/studentcentre

Applying for a course

Domestic applicants for undergraduate courses and programs of study

For the purpose of admission and enrolment, 'domestic applicant' refers to citizens and permanent residents of Australia and citizens of New Zealand. If you are in this group and wish to apply for admission into an undergraduate course, you would generally apply through the Universities Admissions Centre (UAC). The deadline for application is the last working day in September in the year before enrolment. Go to the UAC website (www.uac.edu.au) for more information.

Note that some faculties, such as Pharmacy, the Sydney Conservatorium of Music and Sydney College of the Arts, have additional application procedures.

Domestic applicants for postgraduate courses and programs of study

For the purpose of admission and enrolment, 'domestic applicant' refers to citizens and permanent residents of Australia and citizens of New Zealand. Application is direct to the faculty which offers the



course that you are interested in. Application forms for postgraduate coursework, postgraduate research and the master's qualifying or preliminary program and for non-award postgraduate study can be found at www.usyd.edu.au/studentcentre.

Please note that some faculties use their own specially tailored application forms for admission into their courses. Please contact the relevant faculty.

International applicants for all course types (undergraduate and postgraduate)

'International applicants' refers to all applicants other than Australian citizens, Australian permanent residents and citizens of New Zealand. In the majority of cases international applicants apply for admission through the University's International Office (IO). All the information international applicants need, including application forms, is available from the IO website (www.usyd.edu.au/internationaloffice).

Assessment

For assessment matters refer to the relevant department or school.

Attendance

In cases of illness or misadventure you should complete an Application for Special Consideration form, accompanied by relevant documentation such as medical certificates, and submit it to your faculty office. The forms are available on the web at www.usyd.edu.au/studentcentre/forms.shtml, and at faculty offices and the Student Centre.

Exemption from re-attendance

Although you may have attended certain lectures or practical classes before, exemption from re-attendance at these is granted only in exceptional circumstances. In any case, you are required to enrol in all units of study in which you propose taking examinations, whether or not you've been granted leave of absence – or exemption – from re-attendance at lectures and/or practical work.

To obtain exemption from re-attendance, you must apply at your faculty office.

Bus service

A free bus service operates to, from and around Camperdown and Darlington campuses each weekday that Fisher Library is open (except for public holidays). The service commences at 4.15pm and concludes at Fisher Library closing time.

Two buses operate along the route, which commences at Fisher Library and terminates at Redfern station. The buses cycle through the route at approximately 10 minute intervals, both during semester and in the breaks.

The bus timetable/route guide can be collected from Security Administration or Campus Infrastructure Services reception.

2nd floor, Services Building G12
Corner of Codrington and Abercrombie Streets
Darlington Campus
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 4753
Fax: +61 2 9351 5699
Website: www.security.usyd.edu.au

Campuses

The University has nine different teaching campuses spread throughout the Sydney area.

For information on each of the campuses, including maps, contact details and parking information, please see www.usyd.edu.au/about/campus/pub/campus.shtml.

Campus	Faculties
Camperdown and Darlington campuses	Faculty of Arts Faculty of Architecture, Design and Planning Faculty of Agriculture, Food and Natural Resources Faculty of Economics and Business Faculty of Education and Social Work Faculty of Engineering and Information Technologies Faculty of Medicine Faculty of Pharmacy Faculty of Science Faculty of Veterinary Science The Sydney Summer School
Cumberland Campus	Faculty of Health Sciences
St James Campus	Faculty of Law
Mallett Street Campus	Faculty of Nursing and Midwifery The Centre for English Teaching The NHMRC Clinical Trials Centre
Sydney Conservatorium of Music Campus	The Sydney Conservatorium of Music
Sydney College of the Arts campus	Sydney College of the Arts (SCA)
Camden Campus	Faculty of Veterinary Science Faculty of Agriculture, Food and Natural Resources
Surry Hills Campus	Faculty of Dentistry
Burren Street Campus	Institute of Transport and Logistics Studies

Careers Centre

The Careers Centre will help you with careers preparation and graduate recruitment.

Careers Centre
Ground Floor, Mackie Building K01
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 3481
Fax: +61 2 9351 5134
Email: info@usyd.edu.au
Website: www.careers.usyd.edu.au

Casual Employment Service

The Casual Employment Service helps students find casual and part-time work during their studies and during University vacations. The service maintains a database of casual employment vacancies. Currently enrolled students can access the database online through the MyUni student portal, or the casual employment website via your MyUni student portal, or the Services for Students website (www.usyd.edu.au/stuserv).

Level 7, Education Building A35
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 8714
Fax: +61 2 9351 8717
Email: ces@stuserv.usyd.edu.au
Website: www.usyd.edu.au/cas_emp

Centre for Continuing Education (CCE)

The Centre for Continuing Education offers a wide range of short courses for special interest, university preparation and professional development.

Centre for Continuing Education
160 Missenden Rd
Newtown NSW 2042

Postal address:
Locked Bag 2020
Glebe NSW 2037

Ph: +61 2 9036 4789
Fax: +61 2 9036 4799
Email: info@cce.usyd.edu.au
Website: www.cce.usyd.edu.au

Subject areas include: history and culture, creative arts, social sciences, languages, IT, business and overseas study tours. Courses are open to everyone.

Centre for English Teaching (CET)

The Centre for English Teaching (CET) offers English language and academic study skills programs to students from overseas and Australian residents from non-English speaking backgrounds who need to develop their English language skills to meet academic entry requirements.

Camperdown Campus G01
University of Sydney
NSW 2006 Australia

Phone: +61 2 9036 7900
Fax: +61 2 9036 7910
Email: info@cet.usyd.edu.au
Website: www.usyd.edu.au/cet

Child Care Information Office

Contact the Child Care Information Office for information about child care for students and staff of the University who are parents. For details of centres, vacation and occasional care see the child care website via your MyUni student portal or the Services for Students website (www.usyd.edu.au/stuserv)

Child Care Information Office
Level 7, Education Building A35
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 5667
Fax: +61 2 9351 7055
Email: childc@stuserv.usyd.edu.au
Website: www.usyd.edu.au/childcare

Client Services, Information and Communications Technology (ICT)

Client Services are responsible for the delivery of many of the computing services provided to students. Students can contact Client Services by phoning the ICT Helpdesk on 9351 6000, through the IT Assist website (www.itassist.usyd.edu.au) or by visiting the staff at one of the University Access Labs.

The access labs on the Camperdown and Darlington campuses are located in:

- Fisher Library (Level 2)
- Carlaw Building (Room 201)
- Education Building (Room 232)
- Christopher Brennan Building (Room 232)
- Engineering Link Building (Room 222); and
- Pharmacy and Bank Building (Room 510).

Other labs are available at the Law, Westmead Hospital and Cumberland campuses.

The labs provide students free access to computers including office productivity and desktop publishing software.

Services are available on a fee for service basis which include Internet access, printing facilities and the opportunity to host their own non-commercial website.

Each student is supplied with an account, called a 'Unikey' account, which allows access to a number of services including:

- free email (www-mail.usyd.edu.au)
- access to the internet from home or residential colleges (www.itassist.usyd.edu.au/services.html)
- student facilities via the MyUni student portal (<http://myuni.usyd.edu.au>), including exam results, enrolment variations and timetabling; and
- free courses in basic computing (such as MS Office; basic html and excel) that are run by Access Lab staff in the week following orientation week. To register contact the Access Lab Supervisor on +61 2 9351 6870.

Client Services, Helpdesk
University Computer Centre, H08
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 6000
Fax: +61 2 9351 6004
Email: support@usyd.edu.au
Website: www.itassist.usyd.edu.au

The Co-op Bookshop

The Co-op Bookshop is a one-stop bookshop for:

- textbooks
- general books
- reference books
- DVDs
- flash drives; and
- software at academic prices.

Lifetime membership costs \$20 and gives great discounts on purchases (conditions apply).

Sports and Aquatic Centre Building G09

Phone: +61 2 9351 3705
Fax: +61 2 9660 5256
Email: sydu@coop-bookshop.com.au
Website: www.coop-bookshop.com.au

Counselling Service

The Counselling Service aims to help students fulfil their academic, individual and social goals through professional counselling. The Service provides short-term, problem-focused counselling to promote psychological wellbeing and to help students develop effective and realistic coping strategies. International students can access counselling assistance through the International Student Support Unit (ISSU).

Each semester the Counselling Service runs a program of workshops designed to assist students master essential study and life management skills. Workshops are available to all local and international students. For details of workshops, activities and online resources provided by the service, see the Counselling Service website via your MyUni student portal or the Services for Students website (www.usyd.edu.au/stuserv). Phone to make an appointment. Daily walk-in appointments are also available between 11am and 3pm.

Camperdown and Darlington campuses

Level 7, Education Building A35
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 2228
Fax: +61 2 9351 7055
Email: counsell@stuserv.usyd.edu.au
Website: www.usyd.edu.au/counsel

Cumberland Campus

Ground Floor, A Block, Cumberland Campus C42
University of Sydney
East Street
Lidcombe
NSW 2141 Australia

Phone: +61 2 9351 9638
Fax: +61 2 9351 9635
Email: CS.Cumberland@stuserv.usyd.edu.au
Website: www.usyd.edu.au/counsel

Disability Services

Disability Services is the principal point of contact for advice on assistance available for students with disabilities. Students with a disability need to register with Disability Services to receive support and assistance. Disability Services works closely with academic and administrative staff to ensure that students receive reasonable accommodations in their areas of study.

Assistance available includes the provision of note taking, interpreters and negotiation with academic staff regarding assessment and course requirement modifications where appropriate. For details on registering with the Service, including documentation required and online resources see the Disability Services website via your MyUni student portal or the Services for Students website: www.usyd.edu.au/stuserv.

Camperdown and Darlington campuses

Level 7, Education Building A35
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 7040
Fax: +61 2 9351 3320
TTY: +61 2 9351 3412
Email: disserv@stuserv.usyd.edu.au
Website: www.usyd.edu.au/disability

Cumberland Campus

Ground Floor, A Block, Cumberland Campus C42
University of Sydney
East Street
Lidcombe
NSW 2141 Australia

Phone: +61 2 9351 9638
Fax: +61 2 9351 9635
Email: DS.Cumberland@stuserv.usyd.edu.au
Website: www.usyd.edu.au/disability

Email

See Client Services, Information and Communications Technology

Employment opportunities for students

See Sydney Student Development

Enrolment

Domestic and international students entering first year via UAC

Details of enrolment procedures will be sent to you with your UAC offer of enrolment. Enrolment takes place during the last week of January.

Domestic and international students entering first year via a direct offer from the University

Details of the enrolment procedures will be sent to you with your university offer of enrolment. Enrolment takes place during the first two weeks of February.

All continuing domestic and international students

A pre-enrolment package is sent to all enrolled students in late September and contains instructions on the procedure for web-based pre-enrolment.

Environmental Policy

The University of Sydney's Environmental Policy promotes sustainable resource and product use and encourages the practice of environmental stewardship by staff and students. The policy is supported by the University wide Sustainable Campus Program.

Enquiries can be directed to the Manager, Environmental Strategies
Phone: +61 2 93512063

Email: sustainable@usyd.edu.au

or go to www.usyd.edu.au/sustainable where you can find out what the University is doing and how you can get involved, make suggestions or receive the Sustainable Campus Newsletter.

Equity Support Services

Equity Support Services, located within Student Services, brings together a number of student support services that produce practical assistance and information to support students in meeting their academic and personal goals while at University. Services include the Accommodation Service, Casual Employment Service, Childcare Information Office, Disability Services and the Financial Assistance Office. For details of these services and online resources provided see their individual entry in this Handbook or go to the MyUni student portal or the Services for Students website www.usyd.edu.au/stuserv.

Examinations

The Examinations and Exclusions Office looks after the majority of examination arrangements and student progression. Some faculties, such as the Sydney Conservatorium of Music, make all examination arrangements for the units of study that they offer.

Examinations and Exclusions Office
Student Centre
Level 1, Carslaw Building F07
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 4005 or +61 2 9351 4006
Fax: +61 2 9351 7330
Email: exams.office@exams.usyd.edu.au

Fees

The Fees Office provides information on how to pay fees, where to pay fees and if payments have been received. The office can also provide information on obtaining a refund for fee payments. Further details may be accessed online through our website at www.finance.usyd.edu.au/revenue_income/fees.shtml

Fees Office
Margaret Telfer Building K07
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 5222
Fax: +61 2 9351 4202
Email: feespay@usyd.edu.au
Office hours: 9am-4.30pm, Mon-Fri

Financial Assistance Office

The University of Sydney has a number of loan and bursary funds to assist students experiencing financial difficulties. Loan assistance is available for undergraduate and postgraduate students enrolled in degree and diploma courses at the University.

The assistance is not intended to provide the principle means of support but to help enrolled students in financial need with expenses such as housing bonds and rent, phone and electricity bills, medical expenses, buying textbooks and course equipment.

Loans are interest free and are repayable usually within one year. Bursaries may be awarded depending on financial need and academic merit and are usually only available to local full-time undergraduate students. Advertised bursaries, including First Year Bursaries, are advertised through the MyUni student portal in January each year.

For details of types of assistance and online resources provided by the service see the Financial Assistance website via your MyUni student portal or the Services for Students website (www.usyd.edu.au/stuserv).

Level 7, Education Building A35
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 2416
Fax: +61 2 9351 7055
Email: fao@stuserv.usyd.edu.au
Website: www.usyd.edu.au/fin_assist

Freedom of Information

The University of Sydney falls within the jurisdiction of the *NSW Freedom of Information Act, 1989*. The act:

- requires information concerning documents held by the University to be made available to the public
- enables a member of the public to obtain access to documents held by the University; and
- enables a member of the public to ensure that records held by the University concerning his or her personal affairs are not incomplete, incorrect, out of date or misleading.

(Note that a 'member of the public' includes staff and students of the University.)

It is a requirement of the act that applications be processed and a determination made within a specified time period, generally 21 days. Determinations are made by the University's Registrar.

While application may be made to access University documents, some may not be released in accordance with particular exemptions provided by the act. There are review and appeal mechanisms which apply when access has been refused.

The University is required to report to the public on its freedom of information (FOI) activities on a regular basis and to produce two documents: a *Statement of Affairs* (annually) and a *Summary of Affairs* (every six months). The *Statement of Affairs* contains information about the University, its structure, function and the kinds of documents held. The *Summary of Affairs* identifies the University's policy documents and provides information on how to make an application for access to University documents.

Further information and copies of the current Statement and Summary may be found at www.usyd.edu.au/arms/foi

The University is required to report to the public on its freedom of information (FOI) activities on a regular basis and to produce two documents: a *Statement of Affairs* (annually) and a *Summary of Affairs* (every six months). The *Statement of Affairs* contains information about the University, its structure, function and the kinds of documents held. The *Summary of Affairs* identifies the University's policy documents and provides information on how to make an application for access to University documents.

Further information and copies of the current Statement and Summary may be found at www.usyd.edu.au/arms/foi

Graduations Office

The Graduations Office is responsible for organising graduation ceremonies and informing students of their graduation arrangements.

Student Centre
Carslaw Building F07
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 3199, +61 2 9351 4009
Protocol: +61 2 9351 4612
Fax: +61 2 9351 5072

(Grievances) Appeals

You may consider that a decision affecting your candidature for a degree or other activities at the University has not taken into account all relevant matters.

In some cases the by-laws or resolutions of the Senate (see the University Calendar: www.usyd.edu.au/calendar) provide for a right of appeal against particular decisions. For example, there is provision for appeal against academic decisions, disciplinary decisions and exclusion after failure.

A document outlining the current procedures for appeals against academic decisions is available at the Student Centre, at the SRC, and on the University's policy online website:

www.usyd.edu.au/policy (click on 'Study at the University', then click on 'Appeals' – see the Academic Board and Senate resolutions).

For assistance or advice regarding an appeal contact:

Undergraduates

Students' Representative Council
Level 1, Wentworth Building G01
University of Sydney
NSW 2006 Australia

Phone: +61 2 9660 5222

Postgraduates

Sydney University Postgraduate Representative Association (SUPRA)
Corner of Raglan and Abercrombie Streets
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 3115

HECS and Fees Office

Student Centre
Ground Floor, Carslaw Building F07
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 5659
Fax: +61 2 9036 6111

HELP

See HECS and Fees Office

Information and Communications Technology

See Client Services, Information and Communications Technology

International Office

The International Office provides advice and assistance with application, admission and enrolment procedures for international students. The International Office also includes units responsible for international marketing, government and student relations, international scholarships, including AusAID scholarships and administrative support for international financial aid programs, and compliance with government regulations related to international students.

The Study Abroad and Exchange unit assists both domestic and international students who wish to enrol for study abroad or exchange programs.

International Office

Services Building G12
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 4079

Fax: +61 2 9351 4013

Email: info@io.usyd.edu.au

Website: www.usyd.edu.au/internationaloffice

Study Abroad

Phone: +61 2 9351 3699

Fax: +61 2 9351 2795

Email: studyabroad@io.usyd.edu.au

Website: www.usyd.edu.au/studyabroad

Student Exchange

Phone: +61 2 9351 3699

Fax: +61 2 9351 2795

Email: exchange@io.usyd.edu.au

Website: www.usyd.edu.au/studentexchange

International Student Support Unit (ISSU)

The International Student Support Unit assists international students through the provision of orientation, counselling and welfare services to both students and their families. ISSU aims to help international students cope successfully with the challenges of living and studying in a unfamiliar culture, to achieve success in their studies and to make the experience of being an international student rewarding and enjoyable.

For details of orientation activities, counselling and welfare services provided to both students and their families and online resources, see the MyUni student portal or the Services for Students website www.usyd.edu.au/stuserv. International students also have access to all University student support services.

Camperdown and Darlington campuses

Ground Floor, Services Building G12
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 4749

Fax: +61 2 9351 6818

Email: info@issu.usyd.edu.au

Website: www.usyd.edu.au/issu

Cumberland Campus

Ground Floor, A Block, Cumberland Campus C42
University of Sydney

East Street, Lidcombe
NSW 2141 Australia

Phone: +61 2 9351 9638

Fax: +61 2 9351 9635

Email: ISSU.Cumberland@stuserv.usyd.edu.au

Website: www.usyd.edu.au/issu

Koori Centre and Yooroang Garang

The Koori Centre and Yooroang Garang support Aboriginal and Torres Strait Islander people in all aspects of tertiary education at the University of Sydney. The Cadigal Special Entry Program assists Indigenous Australians to enter undergraduate study across all areas of the University.

As well as delivering block-mode courses for Indigenous Australian students, the Koori Centre teaches Indigenous Australian Studies in various faculties across mainstream courses. The Centre also provides tutorial assistance, and student facilities such as: computer lab, Indigenous research library and study rooms for Indigenous Australian students at the University.

In particular, the Koori Centre aims to increase the successful participation of Indigenous Australians in undergraduate and postgraduate degrees, develop the teaching of Aboriginal Studies, conduct research in the field of Aboriginal education, and establish working ties with schools and communities.

The Koori Centre works in close collaboration with Yooroang Garang, School of Indigenous Health Studies in the Faculty of Health Sciences at the University's Cumberland Campus. Yooroang Garang provides advice, assistance and academic support for Indigenous students in the faculty, as well as preparatory undergraduate and postgraduate courses.

Koori Centre

Ground Floor, Old Teachers College A22
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 2046 (general enquiries)

Toll Free: 1800 622 742

Community Liaison Officer: +61 2 9351 7003

Fax: +61 2 9351 6923

Email: koori@koori.usyd.edu.au

Website: www.koori.usyd.edu.au

Yooroang Garang

T Block, Level 4, Cumberland Campus C42
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 9393

Toll Free: 1800 000 418

Fax: +61 2 9351 9400

Email: yginfo@fhs.usyd.edu.au

Website: www.yg.fhs.usyd.edu.au

Learning Centre

The Learning Centre helps students develop the generic learning and communication skills that are necessary for university study and beyond. The centre is committed to helping students achieve their academic potential throughout their undergraduate and postgraduate studies. Operating across the Camperdown and Cumberland campuses, the Centre's program includes a wide range of workshops

on study skills, academic reading and writing, oral communication skills and postgraduate writing and research skills. Other services include an individual learning program, a faculty-based program and access to online and print-based learning resources. For details of programs, activities and online resources provided by the Centre see

the website via your MyUni student portal or the Services for Students website: (www.usyd.edu.au/stuserv).

Camperdown and Darlington campuses

Level 7, Education Building A35
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 3853
Fax: +61 2 9351 4865
Email: lc@stuserv.usyd.edu.au
Website: www.usyd.edu.au/lc

Cumberland Campus

Ground floor, A Block, Cumberland Campus C42
University of Sydney
East Street
Lidcombe
NSW 2141 Australia

Phone: +61 2 9351 9638
Fax: +61 2 9351 9635
Email: LC.Cumberland@stuserv.usyd.edu.au
Website: www.usyd.edu.au/lc

Library

The University of Sydney Library is a network of 17 libraries located on nine campuses. The Library website (www.library.usyd.edu.au) provides access to services and resources, anywhere at anytime. The locations, opening hours and subject specialities of the libraries are listed on the website.

Over five million items are available via the Library catalogue, including more than 68,000 electronic journals and 281,000 electronic books. Past exam papers are also available online. Enrolled students are entitled to borrow from any of the University Libraries. More information is available at www.library.usyd.edu.au/borrowing.

Reading list items are available via the reserve service. Increasingly, reading list material is becoming available in electronic form. For details see the reserve service website: <http://opac.library.usyd.edu.au/screens/reserve.html>.

Library staff are always available to support students in their studies. 'Ask a Librarian' in person, by email, or by using an online chat service (www.library.usyd.edu.au/contacts/index.html).

A specialist librarian is available for all discipline areas and will provide training in finding high quality information. Courses cover a range of skills including research methodology, database searching, effective use of the Internet and the use of reference management software. See the subject contact page: www.library.usyd.edu.au/contacts/subjectcontacts.html.

Library facilities include individual and group study spaces, computers, printers, multimedia equipment, photocopiers and adaptive technologies. Check the 'Libraries' link on the home page (www.library.usyd.edu.au) to find out about services and facilities in specific libraries.

The *Client Service Charter* describes the Library's commitment to supporting students' learning, including those with special needs. See the *Client Service Charter* online: www.library.usyd.edu.au/about/policies/clientcharter.html.

Your comments and suggestions are always welcome.

University of Sydney Library F03
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 2993 (general enquiries)
Fax: +61 2 9351 2890 (administration)
+61 2 9351 7278 (renewals)

Email: loanenq@library.usyd.edu.au (loan enquiries),
udd@library.usyd.edu.au (document delivery enquiries)
Website: www.library.usyd.edu.au

Mathematics Learning Centre

The Mathematics Learning Centre assists undergraduate students to develop the mathematical knowledge, skills and confidence that are needed for studying first level mathematics or statistics units at university. The Centre runs bridging courses in mathematics at the beginning of the academic year (fees apply). The centre also provides ongoing support to eligible students during the year through individual assistance and small group tutorials. For details of activities and online resources provided by the centre see the website via your MyUni student portal or the Services for Students website: www.usyd.edu.au/stuserv.

Level 4, Carslaw Building F07
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 4061
Fax: +61 2 9351 5797
Email: mlc@stuserv.usyd.edu.au
Website: www.usyd.edu.au/mlc

Multimedia and Educational Technologies in Arts (META) Resource Centre (Languages and E-Learning)

The centre provides access to recorded lectures, classwork and interactive self-paced learning materials for students of languages other than English (LOTE) and English as a second language (ESL).

The self study room provides interactive computer assisted learning and access to live multilingual satellite television broadcasts. Computer access labs provide Internet, email and word processing access. The centre also provides teaching rooms with state-of-the-art multimedia equipment, language laboratories and video conferencing facilities for Faculty of Arts courses.

Level 2, Brennan Building (opposite Manning House)
University of Sydney
NSW 2006 Australia

Phone: Library enquiries +61 2 9351 2683
For all other enquiries +61 2 9351 6781
Fax: +61 2 9351 3626
Email: For Library enquiries meta.library@arts.usyd.edu.au
For all other enquiries meta@arts.usyd.edu
Website: www.arts.usyd.edu.au/centres/meta

Museums and galleries

The University of Sydney has one of the largest and finest university collections of antiquities, art, ethnography and natural history in Australia. While these collections are used for teaching, they also provide an opportunity for the University to contribute to the cultural life of the country.

University Art Collection and University Art Gallery

Founded in the 1860s, the University of Sydney Art Collection now holds more than 2500 paintings, sculptures and works on paper by Australian, Asian and European artists. The University Art Gallery showcases changing exhibitions of works from the collection as well as high quality exhibitions of both contemporary and historical works.

War Memorial Arch
Quadrangle
Phone: +61 2 9351 6883
Fax: +61 2 9351 7785
Gallery: +61 2 9351 6883
Website: www.usyd.edu.au/museums

Macleay Museum

The Macleay Museum had its origins in the collection of insects begun by Alexander Macleay in the late eighteenth century. It has developed into an extraordinary collection of natural history specimens, ethnographic artifacts, scientific instruments and historic photographs. A regular changing schedule of exhibitions highlights various aspects of the collection.

Macleay Building A12
Gosper Lane (off Science Road)
Phone: +61 2 9036 5253
Fax: +61 2 9351 5646
Email: macleaymuseum@usyd.edu.au
Website: www.usyd.edu.au/museums

Nicholson Museum

The Nicholson Museum contains the largest and most prestigious collection of antiquities in Australia. It is also the country's oldest university museum, and features works of ancient art and objects of daily life from Greece, Italy, Egypt, Cyprus the Near and Middle East, as well as Northern Europe. A regular changing schedule of exhibitions highlights various parts of the collection.

Quadrangle (southern end)
Phone: +61 2 9351 2812
Fax: +61 2 9351 7305
Email: nicholsonmuseum@usyd.edu.au
Website: www.usyd.edu.au/museums

The Tin Sheds Gallery

The Tin Sheds Gallery is part of the Art Workshop complex within the University of Sydney's Faculty of Architecture, Design and Planning. The gallery hosts exhibitions across a wide variety of contemporary visual arts practices from individuals and groups, as well as community projects and curated exhibitions.

Tin Sheds Gallery and Art Workshops
Faculty of Architecture
Wilkinson Building
148 City Road
Phone: +61 2 9351 3115
Fax: +61 2 9351 4184
Email: tinsheds@arch.usyd.edu.au
Website: www.arch.usyd.edu.au/art_workshop

MyUni Student Portal

The MyUni student portal (<http://myuni.usyd.edu.au>) is the starting point and 'one-stop' environment for students to access all their web-based University information and services.

MyUni automatically tailors what a student sees based on their login and offers students the option of further personalising content. Most importantly, MyUni allows students to complete tasks online that would previously have required attendance in person. The following are examples of MyUni services and information:

- support services for students in health, counselling, child care, accommodation, employment and wellbeing
- student administration systems for obtaining exam results, enrolment and variations, timetabling, email services and links to courses and units of study information
- links to the University's e-learning systems
- library services
- important messages and student alerts
- information technology and support services
- information for local, indigenous and international students; and
- campus maps, with descriptions of cultural, sporting and campus facilities.

Website: <http://myuni.usyd.edu.au>

Orientation and O-Week

Orientation

Transition to University involves both opportunities and challenges. A successful transition is important in developing a sense of belonging and better academic adjustment and success. The University seeks to facilitate students' successful transition through a wide range of programs and activities. Orientation activities for both undergraduate and postgraduate students are scheduled at the beginning of each semester. Transition support continues throughout the Academic Year within faculties while student support services are available to assist students for the duration of their study.

For more information, visit www.usyd.edu.au/orientation

Undergraduate students

Sydney Welcome Orientation and Transition (SWOT) Program

In the week prior to Semester One, the SWOT program offers all commencing undergraduate students an opportunity to learn more about the University of Sydney. During this week you can get to know the University, develop key skills for success, discover other key resources for getting the most out of university life and develop a sense of belonging. All students are welcome to attend activities which are based at the Camperdown and Darlington campuses. Faculties based on other campuses also provide orientation activities and programs.

SWOT 2008: 27–29 February 2008. Details of SWOT activities and online resources are available at www.swot.usyd.edu.au

Postgraduate students

The University of Sydney Postgraduate Induction Program is a specialised program for postgraduate students organised by the Dean of Graduate Studies.

For more information, visit www.dogs.usyd.edu.au

USU O-Week

O-Week is the orientation event at the beginning of Semester One. Organised by the University of Sydney Union and other student organisations, it runs in parallel with the SWOT program. O-Week provides an opportunity to find out about and participate in the many clubs and societies available at the University and the services and activities of the student organisations.

It's packed with fun activities and events along with information to help you become acquainted with the University and, importantly, to help you grab hold of all of the opportunities this campus has in store for you. Rock, jazz, orchestral and choral concerts, plays, demonstrations, symposia on current affairs, reviews, competitions, sports, bus tours, games, special-interest meetings, guest speakers, debates, films, food and freebies are all organised for commencing students' participation and enjoyment. You need to know what's on and what's available in order to make the most out of your time here.

O-Week 2008: 27–29 February 2008. Programs will be available at www.usuonline.com

Part-time, full-time attendance

Undergraduate students

Undergraduate students are usually considered full-time if they have a student load of at least 0.375 each semester. Anything under this amount is considered a part-time study load.

Note that some faculties have minimum study load requirements for satisfactory progress.

Postgraduate students (coursework)

For postgraduate coursework students part-time or full-time status is determined by credit-point load. Enrolment in units of study which

total at least 18 credit points in a semester is classed as full-time. Anything under this amount is a part-time study load.

Please note that classes for some coursework programs are held in the evenings (usually 6–9pm).

Postgraduate students (research)

Full-time candidates for research degrees do not keep to the normal semester schedule, instead they work continuously throughout the year with a period of four weeks recreation leave. There is no strict definition of what constitutes full-time candidature but if you have employment or other commitments that would prevent you from devoting at least the equivalent of a 35-hour working week to your candidature (including attendance at the University for lectures, seminars, practical work and consultation with your supervisor) you should enrol as a part-time candidate. If in doubt you should consult your faculty or supervisor.

International students

Student visa regulations require international students to undertake full-time study. International students on visas other than student visas may be permitted to study part-time.

Policy online

In addition to the resolutions covering specific courses there are a number of University policies that apply to students. These include:

- the code of conduct for students
- Academic Honesty in coursework
- Student Plagiarism: Coursework assessment and examination of coursework
- Identifying and Supporting Students at Risk

All of these policies can be accessed from the University's Policy website online (www.usyd.edu.au/policy).

Printing Service (UPS)

The University Printing Service provides printing and binding services including: high volume printing and copying, short run (low volume), four-colour process printing, finished artwork and design, including website design, document scanning, file conversion, and CD burning.

Typical UPS products range from stationery, books, brochures, handbooks, graduation certificates and examination papers through to invitations, flyers and banners.

UPS also offers a variety of finishing options plus collating, addressing and filling of envelopes, mail merge options and print-broking services.

Room 314, top floor, Services Building G12, Codrington Street

Phone: +61 2 9351 2004

Fax: +61 2 9351 7757

Email: ups@ups.usyd.edu.au

Website: www.usyd.edu.au/ups/

Privacy

The University is subject to the *NSW Privacy and Personal Information Protection Act 1998* and the *NSW Health Records and Information Privacy Act 2002*. Central to both acts are the sets of information protection principles (IPPs) and health privacy principles which regulate the collection, management, use and disclosure of personal and health information. In compliance with the *Privacy and Personal Information Protection Act* the University developed a *Privacy Management Plan* which includes the *University Privacy Policy*. The *Privacy Management Plan* sets out the IPPs and how they apply to functions and activities carried out by the University. Both the plan and the *University Privacy Policy* were endorsed by the Vice-Chancellor on 28 June 2000.

Further information and a copy of the plan may be found at www.usyd.edu.au/arms/privacy.

Any questions regarding the *Freedom of Information Act*, the *Privacy and Personal Information Protection Act*, the *Health Records and Information Privacy Act* or the *Privacy Management Plan* should be directed to:

Tim Robinson: +61 2 9351 4263, or

Anne Picot: +61 2 9351 7262

Email: foi@mail.usyd.edu.au

Research Office

The Research Office administers the major government funded research awards. Details of these awards and many others may be obtained from the Research Office website at: www.usyd.edu.au/ro/training. The closing date for Australian Postgraduate Awards (APA) and University of Sydney Postgraduate Awards (UPA) is October every year; National Health and Medical Research Council (NHMRC) Postgraduate Research Scholarships usually close in mid-July. It is wise to confirm in advance the exact closing date.

Quadrangle A14

Phone: +61 2 9351 3250

Email: research.training@usyd.edu.au

Website: www.usyd.edu.au/ro/training

Scholarships for undergraduates

Scholarships and Prizes Office

Room 140, Ground floor, Mackie Building KO1

University of Sydney

NSW 2006 Australia

Phone: +61 2 9351 2717

Fax: +61 2 9036 7879

Email: scholarships.reception@usyd.edu.au

Website: www.usyd.edu.au/scholarships

Security service

Security staff patrol the University's Camperdown and Darlington campuses 24 hours a day, 7 days a week and are easily identified by their blue uniforms and distinguishing badges.

Security Escort Service

The University's Security Escort Service may be booked by telephoning +61 2 9351 3487. This service provides transportation around the Camperdown and Darlington campuses as well as to the nearest transport point at its edge (it generally operates after the Security Bus has ceased). The service is for security situations and not designed for convenience use. Requests for this service will be prioritised against other security demands.

Emergency contact

Phone: +61 2 9351 3333

Enquiries

Phone: +61 2 9351 3487 or 1800 063 487

Fax: +61 2 9351 4555

Email: security.admin@mail.usyd.edu.au

Website: www.security.usyd.edu.au

Traffic

Phone: +61 2 9351 3336

Lost Property

Phone: +61 2 9351 5325

Services for Students

See Student Services

Staff and Student Equal Opportunity Unit (SSEOU)

The Staff and Student Equal Opportunity Unit works with the University community to promote equal opportunity in education and employment, to create opportunities for staff and students who have traditionally been disadvantaged by mainstream practices and policies, and to create an environment that is free from discrimination and harassment.

The Staff and Student Equal Opportunity Unit is responsible for:

- providing policy advice to staff on harassment and discrimination
- providing equal opportunity policy development, promotion and training for staff and students
- coordinating and monitoring equity programs and initiatives
- providing information and advice to staff and students on equal opportunity matters
- resolving individual staff and student concerns about harassment and discrimination
- overseeing the University's Harassment and Discrimination Resolution procedure
- monitoring and reporting to external bodies on the University's progress in the equal opportunity area.

Every student and employee at the University of Sydney has the right to expect from their fellow students and colleagues behaviour that reflects these key values, irrespective of background, beliefs or culture. In addition, every student and employee has a right to expect from the University equitable practices that preserve and promote equal opportunity to access, participate, and excel in their chosen field.

Second floor, Margaret Telfer Building K07
Phone: +61 2 9351 2212
Fax: +61 2 9351 3195
Email: admin@eoo.usyd.edu.au
Website: www.usyd.edu.au/eoo

Student Centre

Ground floor, Carslaw Building F07
University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 3023 (general enquiries)
Academic records: +61 2 9351 4109
Discontinuation of enrolment: +61 2 9351 3023
Handbooks: +61 2 9351 5057
Prizes: +61 2 9351 5060
Fax: +61 2 9351 5081, +61 2 9351 5350 (academic records)
Website: www.usyd.edu.au/studentcentre

Student identity cards

The student identity card functions as a library borrowing card, a transport concession card (when suitably endorsed) and a general identity card. The card must be carried at all times on the grounds of the University and must be shown on demand. Details for obtaining a student card can be found at:

www.usyd.edu.au/cstudent/student_cards.shtml

Student Services

The University provides personal, welfare, administrative and academic support services to facilitate your success at university. Many factors can have an impact on your wellbeing while studying at university and Student Services can assist you in managing and handling these more effectively. For details of services and online resources provided see your MyUni student portal or the Services for Students website: www.usyd.edu.au/stuserv.

Sydney Student Development

Sydney Student Development offers paid course-related employment to students with the purpose of increasing their employment prospects upon graduation. During semester, students work part-time to accommodate their study commitments and, potentially, full-time during the semester break. To learn more, please visit our website.

Sydney Student Development
University of Sydney
Website: www.usyd.edu.au/student_employment

The Sydney Summer School

Ten faculties at the University offer subjects from undergraduate and postgraduate degree programs during summer. As the University uses its entire quota of Commonwealth supported places in first and second semester, these units are full fee-paying for both local and international students and enrolment is entirely voluntary. However, Summer School subjects enable students to accelerate their degree progress, make up for a failed subject or fit in a subject which otherwise would not suit their timetables. New students may also gain an early start by completing subjects before they commence their degrees. Three Summer Sessions are offered, commencing in mid December, the first week of January and the third week of January and run for up to six weeks (followed by an examination week). Notice of the subjects available is on the Summer School website and is usually circulated to students with their results notices. A smaller Winter School is also run from the Summer School office. It commences on 3 July and runs for three weeks (followed by an examination week). It offers both postgraduate and undergraduate subjects.

To find out information about subjects offered and to enrol online visit the Summer School website: www.summer.usyd.edu.au.

Sydney Welcome Orientation and Transition Program (SWOT)

The Sydney Welcome Orientation and Transition program (SWOT) offers a head start to commencing undergraduate students at the University, helping you to become familiar with the University and its student support services. The Library and central student support services work together with faculties to provide the SWOT program.

SWOT 2008: 27-29 February 2008. Details of SWOT activities and online resources are available at www.swot.usyd.edu.au.

The University of Sydney Foundation Program (USFP)

The University of Sydney offers its foundation program to international students as a preparation for undergraduate degrees at several Australian universities.

The Foundation Program is conducted by Taylors College on behalf of Study Group Australia and the University of Sydney. The Foundation Program allows both first and second semester entry to undergraduate courses at the University of Sydney and other universities within Australia.

Phone: +61 2 8263 1888
Fax: +61 2 9267 0531
Email: info@taylorscollege.edu.au
Website: www.usyd.edu.au/foundationprogram

College address:
University of Sydney Foundation Program
Taylors College
965 Bourke St
Waterloo NSW 2017
Phone: +61 2 8303 9700
Fax: +61 2 8303 9777

Timetabling Unit

The Timetabling Unit in the Student Centre is responsible for producing students' class and tutorial timetables. Semester One timetables are available from the Wednesday of O-Week through the MyUni website (<http://myuni.usyd.edu.au>).

University Health Service

The University Health Service provides a full experienced general practitioner service and emergency medical care to all members of the University community. You can consult a doctor either by appointment or on a walk-in basis (for more urgent matters only). The Health Service bills Medicare or your overseas student health care provider (Worldcare or Medibank Private) directly for the full cost of most consultations.

Email: i.marshall@unihealth.usyd.edu.au

Website: www.unihealth.usyd.edu.au

Phone: +61 2 9351 3484

Fax: +61 2 9351 4110

University Health Service (Wentworth)

Level 3, Wentworth Building G01
University of Sydney
NSW 2006 Australia

Opening hours: 8.30am–5.30pm, Mon–Fri
Phone: +61 2 9351 3484

University Health Service (Holme)

University Health Service (Holme)
Holme Building A09
Entry level, Science Rd
University of Sydney
NSW 2006 Australia

Opening hours: 8.30am–5.30pm, Mon–Fri
Phone: +61 2 9351 4095

See also the Glossary for administrative information relating to particular terms.

Student organisations

Students' Representative Council (SRC)

The Students' Representative Council (SRC) represents undergraduate students on all campuses through campaigns on issues affecting students, such as fee increases, course cuts and the cost of readers.

The SRC is a space where student voices can be heard. It is run by students, for students, using its resources to defend and extend students' rights. The SRC represents and advocates on students' behalf, both individually and collectively, to the University, government and the wider community. It hosts a number of collectives and runs campaigns on many issues that are important to students.

The SRC has many publications including *Honi Soit*, the *Counter Course Handbook*, *Growing Strong* and the *O-Week Handbook*. All students are invited to contribute to these publications.

Caseworkers provide students with confidential advice and advocacy. They can help with problems and questions regarding the University, government agencies, Centrelink, employers and service and accommodation providers.

A solicitor who runs the SRC branch office of Redfern Legal Centre provides free legal advice and court representation.

Emergency loans can be provided to students in need of financial assistance.

Main office

Level 1, Wentworth Building, City Road
Phone: +61 2 9660 5222
Fax: +61 2 9660 4260
Email: help@src.usyd.edu.au
Website: www.src.usyd.edu.au

Other campuses

Contact main office for details

Honi Soit

The Editors, Honi Soit
SRC Office, Wentworth Building
Phone: +61 2 9660 5222
Fax: +61 2 9660 4260
Email: editors@src.usyd.edu.au

The SRC Secondhand Bookshop

Level 3, Wentworth Building
Phone: +61 2 9660 4756
Fax: +61 2 9660 4260
Email: books@src.usyd.edu.au
Website: www.src.usyd.edu.au

Sydney University Postgraduate Representative Association (SUPRA)

SUPRA is an independent representative association providing advice, advocacy and support services for the postgraduate student community.

SUPRA represents the interests of postgraduate students at the University of Sydney by:

- ensuring the representation of postgraduate views within the University and wider community

- providing free, confidential assistance and advocacy for postgraduates through the employment of Student Advice and Advocacy Officers (SAAOs)
- directly representing postgraduates on University policy-making bodies such as the Academic Board, its committees and working parties
- meeting with members of the Senate on the Senate/SUPRA Liaison Committee
- regularly consulting with the Vice-Chancellor, Registrar and other senior University officers
- seeking to draw postgraduates together at all levels of University life.

SUPRA is both a voice and a safety net for postgraduate students at the University of Sydney.

SUPRA Council, committees and networks

The SUPRA Council is elected annually by and from the postgraduate student community. Council meetings are held monthly and postgraduate students are encouraged to attend. SUPRA committees and networks help to coordinate activities and run campaigns, and are a great way to get involved. All postgraduates can stand for SUPRA council or attend any of SUPRA's events provided you are a SUPRA subscriber. It's free to subscribe and you can sign up on the SUPRA website or by coming into the office and filling out a form. See www.supra.usyd.edu.au for more information.

Advice and advocacy

SUPRA employs professional Student Advice and Advocacy Officers (SAAOs) to assist postgraduate students with any academic or personal problems that may be affecting their study, including (but not limited to):

- fee paying and administrative issues
- academic appeals and exclusions
- supervision problems
- tenancy issues
- Centrelink and financial assistance concerns; and
- harassment and discrimination.

This is a free and confidential service for all postgraduates at the University of Sydney. To access the SAAO service, you must be a SUPRA subscriber. It's free to subscribe and you can do it online, when you make an appointment or when you see a SAAO. To contact a SAAO email help@supra.usyd.edu.au, call +61 2 9351 3715 or come in to the office.

Publications

SUPRA places the highest priority upon communication, being responsive to postgraduates and encouraging maximum participation in SUPRA through the following publications:

- eXpress*, a magazine-style publication
- eGrad*, a regular email bulletin
- Survive!* Postgraduate Survival Manual
- Thesis Guide*
- a range of factsheets and brochures.

Electronic versions of these publications are available at www.supra.usyd.edu.au.

All of SUPRA's services, activities and publications are FREE, but please remember that to access them, you must be a SUPRA subscriber. By subscribing you also show your support for all the work that SUPRA does on your behalf. It's free to subscribe and you can



either sign up online or drop into the SUPRA offices and fill out the form.

SUPRA Office
Raglan St Building G10
Corner Raglan and Abercrombie Streets
University of Sydney 2006
Phone: +61 2 9351 3715, 1800 249 950
Fax: +61 2 9351 6400
Email: admin@supra.usyd.edu.au
Website: www.supra.usyd.edu.au

University of Sydney Union (USU)

USU is the organisation on campus that coordinates a range of activities, programs and events, and operates services and facilities to make life on campus more enjoyable and enriching for students. USU looks after on-campus catering, recreational buildings, clubs and societies, entertainment and other social and cultural programs.

For further information on USU, please visit www.usuonline.com.

Access Card

Access is a savings and benefits program offered by USU when you become a member. The Access card offers great savings that students can take advantage of whilst on campus and boasts a range of impressive benefits off campus. The Access card offers significant savings, with a minimum 15%* discount on purchases at catering and retail outlets across the University campus.

As part of the off campus benefits, students with an Access card will have access to the Where to Enjoy program and an array of fantastic Access Partners. Access card holders enjoy great discounts on a range of products and services, including gifts, clothing, family entertainment and food. The five percent off groceries, petrol and homewares with Coles and Woolworths gift cards can be enjoyed by the whole family.

The card is only \$99 (inc. GST). For more information, go to www.accessbenefits.com.au.

*Excludes tobacco products, public transport tickets, newspapers, academic dress hire and magazines. Does not apply on already discounted products. Does not apply to games hire.

Clubs and societies

USU funds, accommodates, trains and supports over 250 clubs and societies – groups that students can join (or create!) and operate to pursue their own interests. Clubs and societies organise their own activities and events and are funded by USU. Being a part of a club or society is a great way to get involved in campus life, to meet people who share interests, to network and to gain valuable organisational skills, training and experience.

There are clubs and societies focused on politics, culture, the arts, the environment, religion, volunteering, skills, hobbies, departments and faculties. If there isn't a club or society catering to your interests, look into creating your own! If you have a new concept, contact the C&S Office to find out about the registration process and the benefits of affiliation.

USU provides all clubs and societies with support through grants, venues, training and advice for a range of events and projects including barbecues, dinners, annual balls, dance parties, cocktail parties, video nights, camps, conferences, excursions, trivia nights, fundraisers, merchandise and t-shirt production, postage and printing.

Registered clubs and societies are offered free use of USU meeting rooms during normal working hours (as available) and free photocopying. Registered clubs can also utilise letterbox hire and USU equipment hire.

C&S Office
Level 1, Manning House
Manning Road
University of Sydney Union 2006
Phone: +61 2 9563 6161
Email: clubsandsocs@usu.usyd.edu.au

Sydney University Sport

Sydney University Sport manages and administers 45 sport and recreation clubs, organises sporting and recreation events, and offers student and non-student members a comprehensive range of sporting opportunities and facilities. All student and non-student members are entitled to take part in any activities arranged, join any of the constituent clubs and use the facilities provided.

Sydney University Sport
University Sports and Aquatic Centre
Phone: +61 2 9351 4960
Fax: +61 2 9351 4962
Email: admin@susport.usyd.edu.au
Website: www.susport.com

Facilities

There are three main fitness centres on campus, which offer the following facilities:

University Sports and Aquatic Centre

- 50-metre heated Olympic swimming pool
- cardio/weights room
- multipurpose sports hall
- aerobics/group fitness room
- four squash courts
- six tennis courts
- cycle studio
- shops and a café
- swim coaching
- tennis coaching, and
- health assessments and personalised fitness programs.

Corner Codrington and Darlington Streets
Darlington
Phone: +61 2 9351 4978
Email: nmrc@susport.usyd.edu.au
Website: www.susport.com

The Arena

- Weight training facility
- Cardio room
- Multipurpose sports hall
- The Ledge Climbing Centre
- Squash courts
- Sports clinic
- Ralph's Café.

Western Avenue
Phone: +61 2 9351 8111
Email: arena@susport.usyd.edu.au
Website: www.susport.com

HK Ward Gymnasium

- Multipurpose sports hall
- Martial arts room
- Boxing arena
- Group fitness studio
- Sports science lab.

Between Ovals 1 and 2
Phone: +61 2 9351 4988
Email: hk@susport.usyd.edu.au
Website: www.susport.com

International students

The following information is for International students studying onshore on an Australian Student Visa.

Completion within the expected duration

Education Providers are required to ensure that international students complete their studies within the duration specified on the electronic Confirmation of Enrolment (eCoE). Extensions to a student's course duration are allowed only in limited circumstances. For example, for compassionate or compelling reasons, where an intervention strategy has been implemented or where there has been an approved leave of absence or suspension. It is important for students to ensure they are on track to complete their studies within the expected duration, or that they have permission from their faculty to extend their duration.

Satisfactory academic progress

Maintaining satisfactory course progress is a mandatory Student Visa condition. Education providers are required to monitor course progress, intervene where students are at risk of failing to achieve satisfactory course progress, notify students who fail to achieve satisfactory course progress and report students who fail to achieve satisfactory course progress. It is important that every student is aware of the course progress rules for their course and participates in the intervention strategies implemented by their faculty. Exclusion from a course due to unsatisfactory progress can have serious implications for Student Visa holders including visa cancellation and restrictions on returning to Australia.

The University provides many avenues of support for students who are struggling academically. International students who are experiencing any difficulties with their academic progress should consult their faculty, the International Student Advisers in the International Office or the counsellors in the International Student Support Unit (ISSU).

Distance/web-based study

International students may undertake no more than 25 percent of their total course by distance and/or online learning. Students must not enrol in exclusively distance or online study in any compulsory study period.

Work permits

International students with a work permit are permitted to work for up to 20 hours during semester and full-time during the University's official vacation periods. Contact the International Student Advisers in the International Office for more information.

Change of address

International students must notify the University of their residential address within seven days of arrival and notify any change of address within seven days. This should be done online via the University's MyUni Web portal.

Sponsored students

Sponsored students will need permission from their sponsors before transferring courses, suspending their studies or varying their study load. Australian Government sponsored students (AusAID, Endeavour) and Asia Development Bank (ADB) sponsored students should contact the International Office in the early stages of considering a change to their program.

Suspension/discontinuation

The University is required to report to DIAC (Department of Immigration and Citizenship) international students who discontinue or suspend their studies. Students who suspend their studies for medical or compassionate reasons should contact the International Student Advisers in the International Office urgently.

Overseas student health cover

Australian Student Visa holders must maintain overseas health cover for the duration of their stay. The International Office arranges program length health cover.

International Office

The International Office (IO) provides advice and assistance relating to academic programs for international students, as well as administrative services including application, admission, fee payment and enrolment services.

The International Office also coordinates student exchange and study abroad programs and other inter-institutional links.

Mailing address

International Office
Services Building G12
University of Sydney
NSW 2006, Australia

Street address

Ground floor, Services Building G12
Corner of Abercrombie and Codrington Streets
University of Sydney

International Telephone: +61 2 9351 4079
Future student enquiries: 1800 899 376 (domestic free call)
Fax: +61 2 9351 4013
Email: info@io.usyd.edu.au
Website: www.usyd.edu.au/internationaloffice/



ISSU (International Student Support Unit)

The International Student Support Unit (ISSU) provides support to International students through the provision of information, activities, advice and counselling.

The ISSU provides advice to international students on:

- preparations before leaving their home country
- what to expect upon arrival in Sydney
- emotional changes that can take place when moving to a different country
- academic concerns, including understanding the University system and liaising with staff members
- preparing family visit letters
- preparing to return to their home country.

The ISSU has two offices:

Darlington Campus

Level 1, Services Building G12
Codrington Street, Darlington
Phone: +61 2 9351 4749
Email: info@issu.usyd.edu.au
Website: www.usyd.edu.au/stuserv/issu/

Cumberland Campus

Ground floor, A Block C42
75 East St
Lidcombe NSW 2141
Phone: +61 2 9351 9638
Email: issu_cumberland@fhs.usyd.edu.au
Website: www.usyd.edu.au/stuserv/issu/

Essential information for students

Calendar

The annual University of Sydney Calendar and its online updates are the University of Sydney's central source of official information.

The Calendar provides general and historical information about the University of Sydney, the statutes and regulations under which it operates and the Resolutions of the Senate relating to constitutions of and courses in each faculty. The statutes and regulations, as well as some Resolutions of the Senate, also appear in Policy Online (www.usyd.edu.au/policy).

Along with the University of Sydney Handbooks, the Calendar forms the official legal source of information relating to study at the University of Sydney.

The *Calendar 2007* is available in hard copy from the Student Centre. It is also available online, at www.usyd.edu.au/calendar. The PDF and Word document files can be downloaded and printed if required.

Coursework Rule

It is very important that students are aware of the *University of Sydney (Coursework) Rule 2000 (as amended)*, which governs all coursework award courses in the University.

The Coursework Rule relates to:

- award course requirements
- credit points and assessment
- enrolment
- credit
- cross-institutional study and its upper limits
- progression
- discontinuation of enrolment and suspension of candidature
- unsatisfactory progress and exclusion
- exceptional circumstances
- award of degrees
- diplomas and certificates
- transitional provisions.

It is to be read in conjunction with two other documents:

- *University of Sydney (Amendment Act) Rule 1999*; and
- Resolutions of the Senate and the faculty resolutions relating to each award course. These are found in the relevant faculty handbook.

The Coursework Rule can be found in the following locations:

- *Calendar 2007* (print or online version, found at www.usyd.edu.au/calendar)
- Policy Online (www.usyd.edu.au/policy)
- Handbooks website: www.usyd.edu.au/handbooks/university_information/01_uni_coursework_rule.shtml

PhD Rule

The *University of Sydney (Doctor of Philosophy (PhD)) Rule 2004* deals with matters relating to the degree of Doctor of Philosophy, including admission, probation, supervision and submission of theses.

It is to be read in conjunction with two other documents:

- *University of Sydney (Amendment Act) Rule 1999*; and
- Resolutions of the Senate and the faculty resolutions relating to each award course. These are found in the relevant faculty handbook.

The PhD Rule is included in Appendix 4. It can also be found in the following locations:

- *Calendar 2007* (print or online version, found at www.usyd.edu.au/calendar)
- Policy Online (www.usyd.edu.au/policy)
- Handbooks website: www.usyd.edu.au/handbooks/phd_rule.shtml

Plagiarism

The University of Sydney is opposed to and will not tolerate plagiarism. It is the responsibility of all students to:

- ensure that they do not commit or collude with another person to commit plagiarism
- report possible instances of plagiarism; and
- comply with the University's policy and procedure on plagiarism.

The policy and procedure on plagiarism can be found at www.usyd.edu.au/policy.

The Policy Online website (www.usyd.edu.au/policy) also lists related policies and procedures, including:

- *Academic Honesty in Coursework (plagiarism) policy*; and
- *Code of Conduct for Responsible Research Practice and Guidelines for Dealing with Allegations of Research Misconduct*.

The University will treat all identified cases of student plagiarism seriously, in accordance with this policy and procedure, and with Chapter 8 of the *University of Sydney By-law 1999 (as amended)*, which deals with Student Discipline.

Students at Risk

The Students at Risk Policy enables early detection of students who are making poor or unsatisfactory progress and are therefore at risk of exclusion from their degree.

The policy outlines procedures and processes to support students in their ongoing studies, including:

- timely intervention and the provision of advice and assistance
- regularly and effectively advising students of progress requirements
- identifying students at risk
- alerting students that they are at risk
- providing assistance to address the risk; and
- tracking the progress of students after they are identified as being at risk.

For more information on this policy, please see the Secretariat website at www.usyd.edu.au/secretariat/students/riskstudents.shtml.

Grievance procedure

The University's policy and procedures document on student grievances, appeals and applications for review is available on the Policy Online website, at www.usyd.edu.au/policy.

The Grievance Procedure document is a statement of the University's processes for handling student grievances, appeals and applications for review regarding academic and non-academic matters.

Study at the University presents opportunities for interacting with other members of the University community. The University recognises and values the diversity of student experiences and expectations, and is committed to treating students, both academically and administratively, in a fair and transparent manner.

Abbreviations

For a glossary of terms, describing the terminology in use at the University of Sydney, please see the glossary section.

Listed below are the more commonly used acronyms that appear in University documents and publications.

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

A	
AARNet	Australian Academic Research Network
AAUT	Australian Awards for University Teaching
AAM	Annual Average Mark
ABC	Activity Based Costing
ABSTUDY	Aboriginal Study Assistance Scheme
ACER	Australian Council for Educational Research
AGSM	Australian Graduate School of Management
ANZAAS	Australian and New Zealand Association for the Advancement of Science
APA	Australian Postgraduate Awards
APAC	Australian Partnership for Advanced Computing
APAI	Australian Postgraduate Awards (Industry)
APA-IT	Australian Postgraduate Awards in Information Technology
APDI	Australian Postdoctoral Fellowships Industry
APEC	Asia-Pacific Economic Cooperation
APF	Australian Postdoctoral Fellowship
AQF	Australian Qualifications Framework
ARC	Australian Research Council
ARTS	Automated Results Transfer System
ASDOT	Assessment Fee Subsidy for Disadvantaged Overseas Students
ATN	Australian Technology Network
ATP	Australian Technology Park
ATPL	Australian Technology Park Limited
AUQA	Australian Universities Quality Agency
AusAID	Australian Agency for International Development
AUTC	Australian Universities Teaching Committee
AVCC	Australian Vice-Chancellors Committee

B	
BAA	Backing Australia's Ability
BAC	Budget Advisory Committee
BITLab	Business Intelligence Lab
BLO	Business Liaison Office
BOTPLS	Bridging for Overseas Trained Professionals Loans Scheme

C	
CAF	Cost Adjustment Factor
CPS	Campus Property Services
CAUT	Committee for Advancement of University Teaching
CDP	Capital Development Program
CEP	Country Education Profile
CEQ	Course Experience Questionnaire
CES	Casual Employment Service
CFO	Chief Financial Officer
CHASS	College of Humanities and Social Sciences
CHESN	Commonwealth Higher Education System Student Number
CHS	College of Health Sciences
CIO	Chief Information Officer
COE	Confirmation of Enrolment

C	
CPSU	Community and Public Sector Union
CRC	Cooperative Research Centre
CREO	Centre for Regional Education, Orange
CRICOS	Commonwealth Register of Institutions and Courses for Overseas Students
CRRI	Centre for Rural and Regional Innovation
CSIRO	Commonwealth Scientific and Industrial Research Organisation
CST	College of Sciences and Technology
CULT	Combined Universities Language Test
CUTSD	Committee for University Teaching and Staff Development

D	
DAC	Data Audit Committee
DEST	Commonwealth Department of Education, Science and Training
DET	NSW Department of Education and Training
DIMA	Department of Immigration and Multicultural Affairs
D-IRD	Discovery-Indigenous Researchers Development Program
DVC	Deputy Vice-Chancellor

E	
EB	Enterprise Bargaining
EFTSU	Equivalent Full-Time Student Unit
EFTSL	Equivalent Full-Time Student Load
EIP	Evaluations and Investigations Program
ELICOS	English Language Intensive Course of Study
EMU	Electron Microscope Unit
ESOS Act	Education Services for Overseas Student Act

F	
FFT	Fractional Full-Time (Equivalent Staff)
FlexSIS	Flexible Student Information System
FHS	Faculty of Health Sciences
FOS	Field of Study
FTE	Full-Time Equivalent (Staff)
FRM	Faculty of Rural Management

G	
GATS	General Agreement on Trade in Services
GCCA	Graduate Careers Council of Australia
GDS	Graduate Destination Survey
GPOF	General Purpose Operating Funds
GSA	Graduate Skills Assessment
GSG	Graduate School of Government
GWSLN	Greater Western Sydney Learning Network

H	
HDR	Higher Degree Research
HECS	Higher Education Contribution Scheme
HEEP	Higher Education Equity Program

Abbreviations

H	
HEFA	Higher Education Funding Act 1988
HEIMS	Higher Education Information Management System
HEIP	Higher Education Innovation Program (DEST)
HELP	Higher Education Loan Program
HEO	Higher Education Officer
HEP	Higher Education Provider
HERDC	Higher Education Research Data Collection
HESA	Higher Education Support Act
HOD	Head of Department

I	
IAF	Institutional Assessment Framework (This is a new name for what was previously the DEST Profile process.)
IAS	Institute of Advanced Studies
ICT	Information and Communication Technology
ICTR	Information and Communication Technology Resources
IELTS	International English Language Testing Scheme
IGS	Institutional Grants Scheme (DEST)
IO	International Office
IP	Intellectual Property
IPRS	International Postgraduate Research Scholarships
IREX	International Researcher Exchange Scheme
ISFP	Indigenous Support Funding Program
ISIG	Innovation Summit Implementation Group
ISSU	International Student Services Unit
ITC	Information Technology Committee
ITL	Institute for Teaching and Learning
ITS	Information Technology Services

J	
JASON	Joint Academic Scholarships Online Network

L	
LBOTE	Language Background Other Than English

M	
MISG	Management Information Steering Group
MNRF	Major National Research Facilities Scheme
MOU	Memorandum of Understanding
MRB	Medical Rural Bonded Scholarship Scheme

N	
NBCOTP	National Bridging Courses for Overseas Trained Program
NCG	National Competitive Grant
NESB	Non-English-Speaking Background
NHMRC	National Health and Medical Research Council
NOIE	National Office for the Information Economy
NOOSR	National Office for Overseas Skill Recognition
NRSL	Non-Recent School Leaver
NSW VCC	New South Wales Vice-Chancellors' Conference
NTEU	National Tertiary Education Industry Union

O	
OECD	Organisation for Economic Cooperation and Development
OLA	Open Learning Australia
OLDPS	Open Learning Deferred Payment Scheme
OPRS	Overseas Postgraduate Research Scholarships

P	
PELS	Postgraduate Education Loans Scheme
PSO	Planning Support Office

P	
PVC	Pro-Vice-Chancellor

Q	
QA	Quality Assurance
QACG	Quality Advisory and Coordination Group

R	
R&D	Research and Development
R&R	Restructuring and Rationalisation Program
RC	Responsibility Centre
REG	Research and Earmarked Grants
REP	Research Education Program
RFM	Relative Funding Model
RIBG	Research Infrastructure Block Grant (DEST)
RIEF	Research Infrastructure Equipment and Facilities Scheme
RISF	Restructuring Initiatives Support Fund
RMO	Risk Management Office
ROA	Record of Achievement
RQ	Research Quantum
RQU	Recognition Quality Unit (Higher Education Division – DEST)
RTMTR	Research and Research Training Management Reports
RSL	Recent School Leaver
RTS	Research Training Scheme (DEST)

S	
SCA	Sydney College of the Arts
SCEQ	Sydney Course Experience Questionnaire
SCM	Sydney Conservatorium of Music
SCR	Science Capability Review
SDF	Strategic Development Fund
SEG	Senior Executive Group
SES	Socioeconomic Status
SI	Scholarship Index
SLE	Student Learning Entitlement
SNA	Safety Net Adjustment
SPIRT	Strategic Partnerships with Industry – Research and Training Scheme
SPR	Student Progress Rate
SRC	Students' Representative Council
SSR	Student/Staff Ratio
STABEX	Study Abroad Exchange (database)
SUPRA	Sydney University Postgraduate Students' Representative Association
SUSport	Sydney University Sport

T	
TAFE	Technical and Further Education
TOEFL	Test of English as a foreign language
TPI	Teaching Performance Indicator

U	
UAC	Universities Admissions Centre
UMAP	University Mobility in Asia and the Pacific
UNESCO	United Nations Educational, Scientific and Cultural Organisation
UPA	University Postgraduate Awards

V	
VCAC	Vice-Chancellor's Advisory Committee

V	
VET	Vocational Education and Training

W	
WAM	Weighted Average Mark
WRP	Workplace Reform Program
WTO	World Trade Organization

Y	
YFE	Year of First Enrolment

Glossary

For a table of the more commonly used acronyms and abbreviations that appear in University documents and publications please see the abbreviations section.

This glossary describes terminology in use at the University of Sydney.

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

1:5:40

The University's aspiration to achieve:

- clear leadership as Australia's premier university in research, teaching and learning and the student experience
- acknowledgement and ranking as one of the top five universities in the region
- recognition and ranking in the top 40 universities around the world.

(See University Strategic Directions.)

A

Academic Board

The senior academic body within the University. In conjunction with faculties, the Academic Board has responsibility for approving new or amended courses and endorsing faculty development of units of study. The Board is also responsible for the formulation and review of policies, guidelines and procedures in relation to academic matters. (For further information, see the *University of Sydney (Academic Governance) Rule 2003 (as amended)*.)

Academic Consortium 21 (AC21)

An international network, of which the University is a member, comprising educational, research and industrial organisations throughout the world with the objective of encouraging the further advancement of global cooperation to the benefit of higher education and to contribute to world and regional society.

Academic cycle

The program of teaching sessions offered over a year. Currently the cycle runs from the enrolment period for Semester One through to the completion of the processing of results at the end of Semester Two.

(See also Academic year, Stage.)

Academic dishonesty

Academic dishonesty occurs when a student presents another person's ideas, findings or written work as his or her own by copying or reproducing them without due acknowledgement of the source and with intent to deceive the examiner. Academic dishonesty also covers recycling, fabrication of data, engaging another person to complete an assessment or cheating in exams.

(See also Plagiarism.)

Academic record

The complete academic history of a student at the University. It includes, among other things: personal details; all units of study and courses taken; assessment results (marks and grades); awards and prizes obtained; infringements of progression rules; approvals for variation in course requirements and course leave; thesis and supervision details.

Access to a student's academic record is restricted to authorised University staff and is not released to a third party without the written authorisation of the student.

(See also Academic transcript.)

Academic transcript

A printed statement setting out a student's academic record at the University. There are two forms of academic transcript: external and internal.

(See also Academic record, External transcript, Internal transcript.)

Academic year

The current calendar year in which a student is enrolled.

(See also Academic cycle, Stage.)

ad eundem gradum

Long-standing full-time members of the University's academic and general staff who are not graduates of the University may be considered by Senate, upon their retirement, for admission *ad eundem gradum* ('to the same degree'), to an appropriate degree of the University.

Admission

Governed by the University's admission policy, this is the process for identifying applicants eligible to receive an initial offer of enrolment in a course at the University. Admission to most courses is based on performance in the HSC, with applicants ranked on the basis of their UAI. Other criteria such as a portfolio, interview, audition, or results in standard tests may also be taken into account for certain courses.

Admission basis

The main criterion used by a faculty in assessing an application for admission to a course. The criteria used include, among other things, previous secondary, TAFE or tertiary studies; work experience; special admission; and the Universities Admission Index (UAI).

Admission (Deferment)

An applicant who receives an offer of admission to a course may apply to defer enrolment in that course for one semester or one academic cycle.

Admission mode

A classification based on how a student was admitted to a course, for example 'UAC' or 'direct'.

Admission period

The period during which applications for admission to courses are considered.

Admission year

The year the student expects to begin the course.

(See also Commencement date.)

Advanced diplomas

(See Award course.)

Advanced standing

(See Credit.)

Advisor

A member of academic staff appointed in an advisory role for some postgraduate coursework students.

(See also Associate supervisor, Instrumental supervisor/teacher, Research supervisor, Supervision.)

Aegrotat

In exceptional circumstances involving serious illness or death of a student prior to completion of their course, the award of aegrotat and posthumous degrees and diplomas may be conferred.



Alumni

(See Graduate.)

Alumni sidneiensis

A searchable database of graduates of the University from 1857 to 30 years prior to the current year.

Annual average mark (AAM)

The average mark over all units of study attempted in a given academic year (equivalent to the calendar year).

The formula for this calculation is:

$$AAM = \frac{\sum (\text{marks} \times \text{credit point value})}{\sum (\text{credit point value})}$$

(sums over all units of study completed in the selected period)

Where the mark is the actual mark obtained by the student for the unit of study, or in the case of a failing grade with no mark – 0. Pass/fail assessed subjects and credit transfer subjects (from another institution) are excluded from these calculations; however, the marks from all attempts at a unit of study are included.

Annual progress report

A form which is used to monitor a research student's progress each year. The form provides for comments by the student, the supervisor, the head of the department and the dean (or their nominee). The completed form is attached to the student's official file.

Annual Report

The University's yearly financial and audit report, submitted to the NSW Parliament. It also includes a broad range of the University's activities and the strength of their performance in relation to the University's stated roles, values and goals.

Appeals

Students may lodge an appeal against academic or disciplinary decisions.

Appeals against an academic decision

A student may appeal to the Student Appeals Body against a decision by the University that affects the academic assessment or progress of a student within his or her award course, including a decision:

- to exclude a student in accordance with the *University of Sydney (Coursework) Rule 2000 (as amended)*
- not to readmit or re-enrol a student following exclusion in accordance with the *University of Sydney (Coursework) Rule 2000 (as amended)*
- to terminate a student's candidature for a postgraduate award. (See also Student Appeals Body.)

Appeal against a disciplinary decision

A student may appeal to the Student Disciplinary Appeals Committee against a determination being:

- a finding by the Vice-Chancellor or the student Proctorial Board that the student is guilty of misconduct
- the imposition of a penalty upon the student by the Vice-Chancellor or the Student Proctorial Board
- an order made by the Vice-Chancellor or the Student Proctorial Board.

(See also Student Disciplinary Appeals Committee.)

Assessment

The process of measuring the performance of students in units of study and courses. Performance may be assessed by examinations, essays, laboratory projects, assignments, theses, treatises or dissertations.

(See also Result processing, Result processing schedule.)

Formative assessment

Used principally to provide students with feedback on their progress in learning. It reinforces successful learning, and is an opportunity for

students to expose the limitations in their knowledge and understanding.

Summative assessment

Used to certify competence, or to arrange students in a rank order of merit. It certifies the attainment of a standard, and is used as the basis for progression to the next part of a program, or to graduation.

Associate supervisor

A person who is appointed in addition to the supervisor of a research student, who can provide the day-to-day contact with the candidate or provide particular expertise or additional experience in supervision. (See also Advisor, Instrumental supervisor/teacher, Research supervisor, Supervision.)

Association of Pacific Rim Universities (APRU)

A consortium of leading research universities in the Pacific Rim, of which the University is a member, which aims to foster education, research and enterprise thereby contributing to the economic, scientific and cultural advancement in the Pacific Rim.

Assumed knowledge

For some units of study, a student is assumed to have passed a relevant subject in the HSC and this is called assumed knowledge. While students are generally advised against taking a unit of study for which they do not have the assumed knowledge, they are not prevented from enrolling in the unit of study.

(See also Prerequisite.)

Attendance pattern

Attendance pattern is classified as full-time, part-time or external. This is dependant on the student's mode of attendance and the student load.

Attendance mode

A Department of Education, Science and Training (DEST) classification defining the manner in which a student is undertaking a course, i.e. internal, external, mixed or offshore.

Australian Qualifications Framework (AQF)

The framework for recognition and endorsement of qualifications established by the Ministerial Council on Education, Employment, Training and Youth Affairs (MCEETYA).

AUSTUDY

Provides financial help to students who are 25 years old or over who meet the required criteria, and are undertaking an approved full-time course at an approved institution.

(See also Youth Allowance.)

Automated Results Transfer System (ARTS)

This system was developed by the Australasian Conference of Tertiary Admissions Centres (ACTAC) to allow the electronic academic record of a student to be accessed, via an admission centre, by tertiary institutions.

Award course

(See Course.)

B**Bachelor's degree**

The highest undergraduate award offered at the University. A bachelor's degree course normally requires three or four years of full-time study or the part-time equivalent.

(See also Award course.)

Barrier

An instruction placed on a student's record that prevents the student from re-enrolling or graduating.

(See also Deadlines (fees), Suppression of results.)

Board of Studies

An academic body which supervises a course or courses, and which is similar to a faculty except that it is headed by a chair rather than a dean and does not supervise PhD candidates.

Bursaries

Financial award made to a student, based primarily on need. (See also Scholarships.)

C**Calendar**

(See University Calendar.)

Cadigal program

A program, named in recognition of the Aboriginal people of the land on which the University is located, designed to increase the successful participation of Aboriginal and Torres Strait Islander people in degree courses in all faculties at the University of Sydney.

Campus

The grounds on which the University is situated. There are ten campuses of the University of Sydney:

- Burren Street (Institute of Transport Studies)
- Camperdown
- Darlington
- Camden (Agriculture and Veterinary Science)
- Conservatorium (Sydney Conservatorium of Music)
- Cumberland (Health Sciences)
- Mallett Street (Nursing)
- Rozelle (Sydney College of the Arts)
- St James (Law)
- Surry Hills (Dentistry)

Cancellation

Where enrolment is cancelled for non-payment of fees.

Candidature

Candidature commences when a student is admitted to a course of study leading to the award of a degree, diploma or certificate. There are maximum periods and in some cases minimum periods of candidature depending on the award course and whether the candidate is a full-time or part-time student. (See Course Enrolment status.)

Census date

The date at which a student's enrolment, load and HECS liability are finalised before this information is reported to DEST. (See also HECS-HELP.)

Ceremony

(See Graduation ceremony.)

Chancellor

The non-executive head of the University. An honorary position, the Chancellor presides over meetings of the University's governing body, the Senate, and important ceremonial occasions such as graduations.

Clinical experience

Students undertake clinical placements in a professional environment as part of their course requirements. Many require University approved supervision. In order to undertake clinical placements a student may be required to fulfil additional requirements.

Combined course

A course which leads to two awards. For example the Arts/Law course leads to the separate awards of Bachelor of Arts and Bachelor of Laws.

Combined degree

A single program with a single set of course resolutions leading to the award of two degrees (unless otherwise specified in the resolutions). (See also Combined course.)

Commencement date

The date a student commences candidature.

Commonwealth Supported Place (CSP)

(Previously known as a HECS Place). A student in a Commonwealth Supported Place makes a contribution towards the cost of their education (known as the student contribution) while the Australian Government contributes the majority of the cost.

Confirmation of Enrolment form (COE)

This form is issued to each student after enrolment, showing the course and the units of study in which the student is enrolled, together with the credit point value of the units of study and the HECS weights. Until all fees are paid, it is issued provisionally. A new confirmation of enrolment form is produced every time a student's enrolment is varied.

Conjoint ventures

Two or more institutions cooperate to provide a unit or course of study to postgraduate coursework students. Arrangements exist between individual departments at the University of Sydney and individual departments at the University of New South Wales (UNSW) and the University of Technology Sydney (UTS). In these arrangements, students enrolled for a degree at one institution complete one or more units of study at the other institution to count towards the award program at their 'home' institution.

Continuing professional education

A process which provides a number of programs of continuing education courses for professionals as they move through their career. These programs are presently administered by the Centre for Continuing Education (CCE) and a number of departments and foundations across the University. This process supports the whole of life learning concept and involves the maintenance of a long term relationship between the student and the University.

Convocation

The body comprising the Fellows and former Fellows of the Senate of the University of Sydney; members of the former governing bodies of the institutions with which the University has amalgamated or their predecessors; the graduates of the University of Sydney, which include graduates of the institutions with which the University has amalgamated or their predecessors; professors and other full-time members of the academic staff of the University; and principals of the incorporated colleges. This is as per clause 14 of the *University of Sydney Act 1989*.

Core unit of study

A unit of study that is compulsory for a particular course or subject area. (See also Unit of study.)

Corequisite

A unit of study which must be taken in the same semester or year as a given unit of study (unless it has already been completed). These are determined by the faculty or board of studies concerned, published in the faculty handbook and shown in FlexSIS. (See also Prerequisite, Waiver.)

Cotutelle Scheme

Agreement between the University and any overseas university for joint supervision and examination of a PhD student as part of an ongoing cooperative research collaboration. If successful, the student receives a doctorate from both universities with each testamur acknowledging the circumstances under which the award was made.

Course

An undertaking of study at the University of Sydney.

Award course

A formal course of study that will see attainment of a recognised award. Award courses are approved by Academic Board and endorsed by Senate. The University broadly classifies courses as undergraduate, postgraduate coursework or postgraduate research.

(See also Bachelor's degree, Course rules, Diploma, Doctorate, Major, Master's degree, Minor, PhD, Stream.)

Non-award course

Studies undertaken by students who are not seeking an award from the University.

(See also Cross-institutional enrolment.)

Coursework

An award course not designated as a research award course. While the program of study in a coursework award course may include a component of original work, other forms of instruction and learning normally will be dominant.

Research

A course in which at least 66 per cent of the overall course requirements involve students in undertaking supervised research, leading to the production of a thesis or other piece of written or creative work, over a prescribed period of time.

Course alias

A unique five character alpha-numeric code which identifies a University course.

Board of Studies

An academic body which supervises a course or courses, and which is similar to a faculty except that it is headed by a chair rather than a dean and does not supervise PhD candidates.

Bursaries

Financial award made to a student, based primarily on need.

(See also Scholarships.)

Course code

(See Course alias.)

Course enrolment status

A student's enrolment status in a course is either 'enrolled' or 'not enrolled'. 'Not enrolled' reasons include: cancelled; suspended; under examination; or terminated.

(See also Cancellation, Candidature, Course leave, Enrolment, Enrolment variation, Terminated, Under examination.)

Course leave

Students are permitted to apply for a period away from their course without losing their place. Course leave is formally approved by the supervising faculty for a minimum of one semester. Students on leave are regarded as having an active candidature, but they are not entitled to a student card. At undergraduate level, leave is not counted towards the total length of the course. Students who are absent from study without approved leave may be discontinued and may be required to formally reapply for admission.

(See also Progression.)

Course rules

Rules which govern the allowable enrolment of a student in a course. Course rules may be expressed in terms of types of units of study taken, length of study, and credit points accumulated. For example, a candidate may not enrol in units of study having a total value of more than 32 credit points per semester. Course rules also govern the requirements for the award of the course, e.g. a candidate must have completed a minimum of 144 credit points.

(See also Award course, Corequisite, Prerequisite.)

Course suspension

(See Course leave.)

Course transfer

A transfer occurs when a student changes from one course in the University to another course in the University without the requirement for an application and selection process (e.g. from a PhD to a master's program in the same faculty).

Credit

The recognition of previous studies successfully completed at this University, or another university or tertiary institution recognised by the University of Sydney, as contributing to the requirements of the course to which the applicant requesting such recognition has been admitted. It may be granted as specified credit or non-specified credit.

Specified credit

The recognition of previously completed studies as directly equivalent to units of study.

Non-specified credit

A 'block credit' for a specified number of credit points at a particular level. These credit points may be in a particular subject area but are not linked to a specific unit of study.

(See also Annual average mark (AAM), Waiver, Weighted average mark (WAM).)

Credit points

The value of the contribution each unit of study provides towards meeting course completion requirements. Each unit of study normally has a 6 credit point value assigned to it. The total number of credit points required for completion of award courses will be specified in the Senate Resolutions relevant to the award course.

Cross-institutional enrolment

An enrolment in units of study at one university to count towards an award course at another university. Cross-institutional enrolments incur a student-contribution liability (see Commonwealth-supported student) or tuition fee charge at the institution at which the unit of study is being undertaken.

(See also Non-award course.)

D

Data Audit Committee (DAC)

The Data Audit Committee's role is to oversee the integrity and accuracy of the course and unit of study data as strategic University data. It also advises the Academic Board on suggested policy changes related to course and unit of study data. A subcommittee of the VCAC Enrolment Working Party, it is chaired by the Registrar, with membership including the deans, the Student Centre, FlexSIS and Planning and Statistics.

Deadlines (Enrolment variations)

(See Enrolment variation.)

Deadlines (Fees)

The University has deadlines for the payment of fees (e.g. HECS, compulsory subscriptions, course fees). Students who do not pay fees by these deadlines may have their enrolment cancelled or they may have a barrier placed on the release of their record.

(See also Barrier, Cancellation.)

Dean

The head of a faculty, or the principal or director of a college (such as the Sydney Conservatorium of Music or the Sydney College of Arts).

Dean's Certificate

A statement from the Dean certifying that all requirements, including fieldwork and practical work, have been met and that the student is eligible to graduate. Not all faculties use Dean's Certificates. In faculties that do, qualified students have 'Dean's Certificate' noted on their academic record.

Deferment (Deferral)

(See also Admission (deferment), Course leave.)

Degree

(See also Award course, Bachelor's degree.)

Delivery mode

Indicates how students receive the instruction for a unit of study. The delivery mode must be recorded for each unit as distinct from the attendance mode of the student, i.e. an internal student may take one or more units by distance mode and an external student may attend campus for one or more units.

Distance education

Where subject matter is delivered in a more flexible manner, such as correspondence notes, and student may only attend campus if required.

(See also Extended semester, Distance education, International – off shore.)

Intensive on campus

Core content is delivered with support learning in an intensive (one or more days) format on campus. Participation is usually compulsory. Previously this may have been called residential, block mode, or weekend workshop.

On campus (normal)

Attendance of scheduled lectures, tutorials etc at a campus of the University.

Department

(See School.)

Department of Education, Science and Training (DEST)

The Commonwealth Government department responsible for higher education.

Diploma

The award granted following successful completion of diploma course requirements. A diploma course usually requires less study than a degree course.

(See also Award course.)

Direct admissions

For some courses, applications may be made directly to the University. Applications are received by faculties or the International Office, and considered by the relevant department or faculty body. Decisions are recorded and letters are forwarded to applicants advising them of the outcome.

(See also Admission, UAC.)

Disability information

Students may inform the University of any temporary or permanent disability which affects their life as a student. Disability information is recorded but it is only available to particular authorised users because of its sensitive nature and students will be informed of its use.

Disciplinary action

Undertaken as the result of academic or other misconduct, e.g. plagiarism, cheating, security infringement, criminal activity.

Discipline

A defined area of study, for example, chemistry, physics, economics.

Discipline group

A DEST code used to classify units of study in terms of the subject matter being taught or being researched.

Discontinuation (course)

(See Enrolment variation.)

Discontinuation (unit of study)

(See Enrolment variation.)

Dissertation

A written exposition of a topic which may include original argument substantiated by reference to acknowledged authorities. It is a required unit of study for some postgraduate award courses in the faculties of Architecture and Law.

Distance education

Where a student does not attend campus on a daily basis for a given course or unit of study.

(See also Delivery mode, Extended semester.)

Doctorate

A high-level postgraduate award. A doctorate course normally involves research and coursework; the candidate submits a thesis that is an original contribution to the field of study. Entry to a doctorate course often requires completion of a master's degree course. Note that the doctorate course is not available in all departments at the University.

(See also Award course, PhD.)

Domestic Student

A student who is not an international student.

(See also Local student.)

Double degree

A double degree is a program where students are permitted by participating faculties (and/or by specific resolutions within a single award) to transfer between courses in order to complete two awards.

Downgrade

Where a student enrolled in a PhD reverts to a master's by research, either on the recommendation of the University on the basis that the research they are undertaking is not at an appropriate level for a PhD; or at the student's own request, for personal or academic reasons.

E**Equivalent full-time student unit (EFTSU)**

The equivalent full-time student unit (EFTSU) is a measure of student load based on the workload for a student undertaking a full year of study in a particular course. A student is then recorded as having generated one EFTSU.

(See also Load, Stage.)

Equivalent full-time student load (EFTSL)

The equivalent full-time student load (EFTSL) for a year. It is a measure, in respect of a course of study, of the study load for a year of a student undertaking that course of study on a full-time basis.

Embedded courses

Award courses in the graduate certificate, graduate diploma and master's degree by coursework sequence which allow unit of study credit points to count in more than one of the awards, e.g. the Graduate Certificate in Information Technology, Graduate Diploma in Information Technology and Master of Information Technology.

Enrolment

A student enrolls in a course by registering with the supervising faculty in the units of study to be taken in the coming year, semester or session.

Commencing

An enrolment is classified as commencing if a student has enrolled in a particular degree or diploma for the first time.

Continuing

Students already in a course at the University re-enrol each year or semester. Most continuing students are required to pre-enrol.

(See also Pre-enrolment.)

Enrolment list

A list of all currently enrolled students in a particular unit of study.

(See also Unit of study.)

Enrolment status

(See Course enrolment status.)

Enrolment Variation

Students may vary their enrolment at the beginning of each semester. Each faculty determines its deadlines for variations, but student-contribution liability depends on the Commonwealth census date.

(See also Commonwealth Supported Place.)

Examination

A set of questions or exercises evaluating on a given subject given by a department or faculty.

(See also Examination period, Assessment.)

Examination period

The time set each semester for the conduct of formal examinations.

Examiner (Coursework)

The person assessing either the written/oral examination, coursework assignments, presentations, etc of a student or group of students.

Exchange student

Either a student of the University of Sydney who is participating in a formally agreed program involving study at an overseas university or an overseas student who is studying here on the same basis. The International Office provides administrative support for some exchanges.

Exclusion

A faculty may ask a student whose academic progress is considered to be unsatisfactory to 'show good cause' why the student should be allowed to re-enrol. If the faculty deems the student's explanation unsatisfactory, or if the student does not provide an explanation, the student may be excluded either from a unit of study or from a course or faculty. An excluded student may apply to the faculty for permission to re-enrol. Normally, at least two years must have elapsed before such an application would be considered.

University policy relating to exclusion is set out in the University Calendar.

(See also Progression, Senate appeals.)

Exemption

A decision made at a sub-unit of study level to allow a student to complete a unit of study without also completing all the prescribed components of coursework and/or assessment.

(See also Credit, Waiver.)

Expulsion

The ultimate penalty of disciplinary action is to expel the student from the University. The effect of expulsion is:

- the student is not allowed to be admitted or to re-enrol in any course at the University;
- the student does not receive their results;
- the student is not allowed to graduate; and
- the student does not receive a transcript or testamur.

Extended semester

A distance-learning student may be allowed more time to complete a module or program if circumstances beyond the student's control, e.g. drought, flood or illness, affect the student's ability to complete the module or program in the specified time.

(See also Distance education.)

External

(See Attendance mode, Distance education.)

External transcript

A certified statement of a student's academic record printed on official University security paper. It includes the student's name, any credit granted, all courses the student was enrolled in and the final course result and all units of study attempted within each course together with the result. It also acknowledges prizes the student has received. Marks can be included or omitted, as required.

(See also Academic transcript, Internal transcript.)

F**Faculty**

A formal part of the University's academic governance structure, consisting mainly of academic staff members and headed by a dean, which is responsible for all matters concerning the award courses that it supervises. Usually, a faculty office administers the faculty and student or staff inquiries related to its courses. The University Calendar sets out the constitution of each of the University's faculties.

(See also Board of Studies, Supervising faculty.)

Faculty handbook

The annual University publication for each faculty which provides detailed information about the faculty, its courses and resolutions.

FEE-HELP

An eligible student in a postgraduate course or in a bridging study course (for overseas-trained professionals) can apply for assistance (in the form of a loan) in paying all or some of their tuition fees.

Fee-paying students

Students who pay tuition fees to the University and are not liable for student contributions to a Commonwealth Supported Place. The Commonwealth does not contribute towards the cost of the education of fee-paying students. Annual fees vary between the faculties. Students pay a per semester fee.

Fellows of Senate

Members of the governing body of the University who are either elected, appointed or ex-officio.

Flexible learning

(See Delivery mode, Distance education.)

Flexible start date

Full fee-paying distance students are not restricted to the same enrolment time frames as campus-based or Commonwealth-supported students.

Flexible Student Information System (FlexSIS)

The computer-based Flexible Student Information System at the University of Sydney.

FlexSIS holds details of courses and units of study being offered by the University and the complete academic records of all students enrolled at the University.

Formative assessment

(See also Assessment.)

Full-time student

(See Attendance pattern, EFTSU.)

G**Grade**

The outcome for a unit of study linked with a mark range. For example, a mark in the range 85–100 attracts the grade 'high distinction' ('HD'). (See also Mark.)

Graduand

A student who has completed all the requirements for an award course but has not yet graduated.

(See also Graduation, Potential graduand.)

Graduate

A person who holds an award from a recognised tertiary institution. (See also Graduand, Graduation.)

Graduate Certificate

(See Award course.)

Graduate Diploma

(See Award course.)

Graduate entry degree

A bachelor's, or undergraduate degree, that requires another undergraduate degree as a prerequisite of entry. Examples of graduate entry degrees at the University of Sydney include: the Medical Program; Graduate Law and the Bachelor of Dentistry.

Graduation

The formal conferring of awards either at a ceremony or in absentia. (See also In absentia, Potential graduand.)

Graduation ceremony

A ceremony where the Chancellor confers awards upon graduands.

Group of Eight (G08)

The Group of Eight represents Australia's major research intensive universities and membership comprises the vice-chancellors (presidents) of: The Australian National University, Monash University, The University of Adelaide, The University of Melbourne, The University of New South Wales, The University of Queensland, The University of Sydney and The University of Western Australia. It works to ensure a consistent and sustainable policy environment which maximises the wide-ranging economic, social and cultural benefits to the Australian community of higher education and which ensures Australian universities are recognised as among the best in the world.

Group work

Means a formally established project to be conducted by a number of students in common, resulting in a single piece of assessment or a number of associated pieces of assessment. (See also Legitimate cooperation.)

H**Handbook**

(See Faculty handbook.)

Head of department/Head of school (HOD/HOS)

The head of the academic unit which has responsibility for the relevant unit of study, or equivalent program leader.

Higher Education Contribution Scheme (HECS)

The Higher Education Contribution Scheme (HECS) was the previous Commonwealth Government student loan scheme. It ceased to operate on 1 January 2005 and was replaced by HECS-HELP (see below).

HECS-HELP

An eligible student in a Commonwealth Supported Place can apply for assistance in paying their student contribution. This may take the form of a HECS-HELP loan to pay all or some of the student contribution, or a HECS-HELP discount if all (or at least \$500) of the student contribution is paid by the census date.

Honorary degrees

A degree *honoris causa* (translated from the Latin as 'for the purpose of honouring') is conferred on a person whom the University wishes to honour.

Honours

Some degrees may be completed 'with Honours'. This may involve either the completion of a separate honours year or additional work in the later years of the course or meritorious achievement over all years of the course. Honours are awarded in a class (Class I, Class II – which may have two divisions or, Class III).

NSW Higher School Certificate (HSC)

The NSW Higher School Certificate (HSC), which is normally completed at the end of year 12 of secondary school. The UAI

(Universities Admission Index) is a rank out of 100 that is computed from a student's performance in the HSC.

I**In absentia**

Latin for 'in the absence of'. Awards are conferred *in absentia* when graduands do not, or cannot, attend the graduation ceremony scheduled for them. Those who have graduated *in absentia* may later request that they be presented to the Chancellor at a graduation ceremony.

(See also Graduation.)

Instrumental supervisor/teacher

All students at the Sydney Conservatorium of Music have an instrumental teacher appointed.

(See also Advisor, Associate supervisor, Research supervisor, Supervision.)

Internal mode

(See Attendance mode.)

Internal transcript

A record of a student's academic record for the University's own internal use. It includes the student's name, student identifier (SID), address, all courses in which the student was enrolled and the final course result, and all units of study attempted within each course together with the unit of study result.

(See also Academic transcript, External transcript.)

International student

Any student who is not an Australian or New Zealand citizen or a permanent resident of Australia is an international student. An international student is required to hold a visa that allows study in Australia and may be liable for international tuition fees.

Fee-paying

A private international student who is liable to pay tuition fees for their studies with the University.

Fee-paying – Outgoing exchange

An international fee-paying student undertaking short term study at a recognised overseas institution with which the University has a student exchange agreement. Exchange study counts towards the student's University of Sydney award and students remain enrolled in their University of Sydney course during the period of exchange.

International – cross-institutional

An international fee paying student undertaking non-award study at the University on a cross-institutional basis. They are liable to pay fees for the study they undertake at the University, but there is no compliance reporting requirement, which rests with their 'home' institution.

International – Sponsored

A private international student who is fully sponsored for his/her tuition; his/her sponsorship may also cover Overseas Health Cover and Compulsory Subscriptions.

Offshore studies

International offshore students undertake their program of study at one of the University's offshore campuses and hence do not enter Australia; therefore they do not require a visa. They are distinct from international students who are on outbound exchange programs as they never enter Australia during their program of study.

Short course

An international fee-paying student undertaking a short course with the University of Sydney comprising such programs as international development programs, executive training or study visits. The study undertaken by these students is non-award and generally a student visa is not required.

Sponsored award

An international student sponsored by the Australian government, undertaking a program of study at the University. Currently Australian Development Scholarships holders, funded by AusAID, are the only students in this category. These students are fully sponsored for their tuition and other costs such as travel and health cover, and are paid a stipend.

Study Abroad

An international student who is undertaking short-term study at the University under the Study Abroad scheme. Study Abroad students must have completed at least one year of study towards a degree at a recognised institution in their home country and are continuing towards the degree of their home institution.

(See also Local student, Student type.)

L**Learning entitlement**

Each student has a seven year full-time period during which they can remain Commonwealth supported. This seven year period is called their 'learning entitlement'.

Leave

(See Course leave.)

Legitimate cooperation

Any constructive educational and intellectual practice that aims to facilitate optimal learning outcomes through interaction between students.

(See also Group work.)

Life membership

Life membership is no longer offered by the University of Sydney Union (USU). However, existing Life Members continue to enjoy the right to vote in USU elections and at USU General Meetings. Like all members, Life Members are encouraged to stand for election to the USU Board. Similarly, Life Members, once they have paid the appropriate annual fees, are able to enjoy the benefits of the Access Benefits program.

Load

The sum of the weights of all the units of study in which a student is enrolled. The weight is determined by the proportion of a full year's work represented by the unit of study in the degree or diploma for which the student is a candidate. Student load is measured in terms of Equivalent full-time student units (EFTSU).

(See also Equivalent full-time student units (EFTSU).)

Local student

Either an Australian or New Zealand citizen or Australian permanent resident. New Zealand citizens are required to pay their Higher Education Contribution Scheme (HECS) fees upfront.

(See also Domestic student, International student.)

M**Major**

A field of study, chosen by a student, to represent their principal interest. This would consist of specified units of study from later stages of the award course. Students select and transfer between majors by virtue of their selection of units of study. One or more majors may be awarded upon the graduand's assessment of study.

(See also Award course, Minor, Stream.)

Major timetable clash

The term used when a student attempts to enrol in units of study which have so much overlap in the teaching times that it has been decided that students must not enrol in the units simultaneously.

Mark

An integer (rounded if necessary) from 0 to 100 indicating a student's performance in a unit of study.

(See also Grade.)

Master's degree

A postgraduate award. Master's degree courses may be offered by coursework, research only or a combination of coursework and research. Entry to the course often requires completion of an honours year at an undergraduate level.

(See also Award course.)

Method of candidature

A course is either a research course or a coursework course and so the methods of candidature are 'research' and 'coursework'.

(See also Course – Coursework, Course – Research.)

Mid-Year intake

Admission to degree programs for Semester Two.

Minor

Studies undertaken to support a Major. Requiring a smaller number of credit points than a major students select and transfer between minors (and majors) by virtue of their selection of units of study. One or more minors may be awarded upon the graduand's assessment of study.

(See also Award course, Major, Stream.)

Mixed mode

(See Attendance mode.)

MPhil

The Master of Philosophy (MPhil) is a master's by research degree offered by some (but not all) of the University's faculties.

(See also Award course, Master's degree.)

Mutually exclusive units of study

(See Prohibited combinations of units of study.)

MyUni

The University of Sydney's student portal system. It provides students with access to information about the University and its courses, including access to email, library services, student support services, student self-administration and e-learning software such as Blackboard and WebCT.

N**Non-award course**

(See Course.)

Non-standard session

A teaching session other than the standard February and August sessions – e.g. Sydney Summer School or Winter School, in which units of study are delivered and assessed in an intensive mode during January or July respectively.

(See also Semester, Session.)

O**Orientation Week**

Orientation or 'O Week', takes place in the week before lectures begin in Semester One. During O Week, students can join various clubs, societies and organisations, register for courses with departments and take part in activities provided by the University of Sydney Union.

P**Part-time student**

(See also Attendance mode, Attendance pattern, Equivalent full-time student units (EFTSU).)

Permanent home address

The address used for all official University correspondence with a student, both inside and outside of semester time (e.g. during semester breaks), unless the student provides a different overridden by semester address for use during the semester.

(See also Semester address.)

PhD

The Doctor of Philosophy (PhD) and other doctorate awards are the highest awards available at the University. A PhD course is normally purely research-based; the candidate submits a thesis that is an original contribution to the field of study.

(See also Award course, Doctorate.)

Plagiarism

Presenting another person's ideas, findings or work as one's own by copying or reproducing them without the acknowledgement of the source.

(See also Academic dishonesty.)

Policy Online

The website which provides access to the University's current policies, procedures and guidelines.

Postgraduate

A term used to describe a course leading to an award such as graduate diploma, a master's degree or PhD which usually requires prior completion of a relevant undergraduate degree (or diploma) course. A 'postgraduate' is a student enrolled in such a course.

(See also Course – Coursework, Course – Research.)

Postgraduate Education Loans Scheme (PELS)

An interest-free loans facility for eligible students who are enrolled in fee-paying, postgraduate non-research courses. It is similar to the deferred payment arrangements available under the Higher Education Contribution Scheme (HECS). This scheme was replaced by the FEE-HELP scheme on 1 January 2005.

(See also FEE-HELP Loan.)

Potential graduand

A student who has been identified as being eligible to graduate on the satisfactory completion of their current studies.

(See also Graduand, Graduation.)

Pre-enrolment

Pre-enrolment – also known as provisional re-enrolment – takes place in October, when students indicate their choice of unit of study enrolment for the following year. After results are approved, pre-enrolment students are regarded as enrolled in those units of study for which they are qualified. Their status is 'enrolled' and remains so provided they pay any money owing and comply with other requirements by the due date. Students who do not successfully pre-enrol in their units of study for the next regular session are required to attend the University on set dates during the January/February enrolment period.

(See also Enrolment.)

Prerequisite

A unit of study that is required to be successfully completed before another unit of study can be attempted. Prerequisites can be mandatory (compulsory) or advisory.

(See also Assumed knowledge, Corequisite, Waiver, Qualifier.)

Prizes

Awarded in recognition of outstanding performance, academic achievement or service to the community or University.

Probationary candidature

A student who is enrolled in a postgraduate course on probation for a period of time up to one year. The head of department/school is required to consider the candidate's progress during the period of probation and make a recommendation for normal candidature or otherwise to the faculty.

Professional practice

Students undertake placement in a professional practice as a part of their course requirements. May require University approved supervision. Professional placements are located in a wide range of

professional practices environments, and may not require additional criteria to be fulfilled.

Progression

Satisfactory progression is satisfying all course and faculty rules (normally assessed on an annual basis) to enable the completion of the chosen award within the (maximum) completion time allowed.

(See also Exclusion.)

Prohibited combinations of units of study

When two or more units of study contain a sufficient overlap of content, enrolment in any one such unit prohibits enrolment in any other identified unit.

(See also unit of study.)

Provisional re-enrolment

(See Pre-enrolment.)

Q

Qualification

An academic attainment recognised by the University.

Qualifier

A mandatory (compulsory) prerequisite unit of study which must have a grade of pass or better.

(See also Assumed knowledge, Corequisite, Prerequisite, Waiver.)

R

Recycling

The submission for assessment of one's own work, or of work which substantially the same, which has previously been counted towards the satisfactory completion of another unit of study, and credited towards a university degree, and where the examiner has not been informed that the student has already received credit for that work.

Registration

In addition to enrolling with the faculty in units of study, students must register with the department responsible for teaching each unit. This is normally done during Orientation Week. Note that unlike enrolment, registration is not a formal record of units attempted by the student.

Research course

(See Course – Research.)

Research supervisor

A supervisor is appointed to each student undertaking a research postgraduate degree. The supervisor will be a full-time member of the academic staff or a person external to the University recognised for their association with the clinical teaching or the research work of the University. A research supervisor is commonly referred to as a supervisor.

(See also Advisor, Associate supervisor, Instrumental supervisor/teacher, Supervision.)

Result processing

Refers to the processing of assessment results for units of study. For each unit of study, departments/schools tabulate results for all assessment activities and assign preliminary results.

(See also Assessment, Formative assessment, Examination period, Summative assessment.)

Result processing schedule

The result processing schedule will be determined for each academic cycle. All schools and faculties are expected to comply with this schedule.

(See also Assessment, Examination period, Result processing.)

Result

The official statement of a student's performance in each unit of study attempted as recorded on the academic transcript, usually expressed as a mark and grade.

(See also Grade, Mark.)

Research Training Scheme (RTS)

The RTS provides Commonwealth-funded higher degree by research (HDR) students with an 'entitlement' to a HECS exemption for the duration of an accredited HDR course, up to a maximum period of four years full-time equivalent study for a doctorate by research and two years full-time equivalent study for a master's by research.

S**Scholarships**

Financial or other form of support made available to enable students to further their studies.

(See also Bursaries.)

School

A school or academic unit shall encourage and facilitate teaching, scholarship and research and coordinate the teaching and examining duties of members of staff in the subjects or courses of study with which it is concerned.

Semester

A half-yearly teaching session, the dates for which are determined by the Academic Board. Normally all undergraduate sessions will conform to the semesters approved by the Academic Board. Any offering of an undergraduate unit not conforming to the semester dates (non-standard session) must be given special permission by the Academic Board.

(See also Session, Non-standard session.)

Semester address

The address to which all official University correspondence is sent during semester time, if it is different to the permanent address.

Senate

The governing body of the University.

(See the University Calendar for more details of its charter and powers.)

Session

Any period of time during which a unit of study is taught. A session differs from a semester in that it need not be a six-month teaching period, but it cannot be longer than six months. Each session maps to either Semester One or Two for DEST reporting purposes. Session offerings are approved by the relevant dean, taking into account all the necessary resources, including teaching space and staffing. The Academic Board must approve variation to the normal session pattern.

(See also Semester, Non-standard teaching period.)

Session address

(See Semester address.)

Short course

A fee paying student undertaking a short course with the University of Sydney comprising professional development, executive training etc. The study undertaken by these students is a non-award course.

Show cause

(See Progression, Exclusion.)

Special consideration

Candidates who suffer serious illness or misadventure which may affect performance in any assessment, may request that they be given special consideration in relation to the determination of their results.

Special Studies Program (SSP)

A period of release from normal duties to allow academic staff to undertake a planned program of academic activity and development.

Sponsorship

Financial support of a student by a company or government body.

Stage

A normal full-time course of study taken in a year.

(See also Course rules, EFTSU, Progression.)

Strategic Directions

(See also University Strategic Directions.)

Stream

A defined award course, which requires the completion of set units of study as specified by the course rules for the particular stream, in addition to the core program specified by the course rules. A stream will appear with the award course name on testamurs, e.g. Bachelor of Engineering in Civil Engineering (Construction Management).

(See also Award course, Major, Minor.)

Student

Student means a person enrolled as a candidate for an award course or unit of study.

Student Appeals Body

Any student may appeal to the Student Appeals Body against an academic decision on the ground that due academic process has not been observed by the relevant Faculty in relation to the academic decision.

(See also Appeals, *University of Sydney (Student Appeals against Academic Decisions) Rule 2006*.)

Student Disciplinary Appeals Committee

Any student may appeal to the Student Disciplinary Appeals Committee against a misconduct determination by the Vice-Chancellor or a Student Proctorial Board.

(See also Appeals.)

Student identifier (SID)

A nine-digit number which uniquely identifies a student at the University.

Student ID Card

All students who enrol are issued with an identification card. The card includes the student's name, SID, the course code, a library borrower's bar code and a passport-style photo. The card identifies the student as eligible to attend classes and must be displayed at formal examinations. It must be presented to secure student concessions and to borrow books from all sections of the University Library.

Student progress rate (SPR)

A calculation which measures the rate at which load undertaken is passed annually in each award program.

Student type

Student type identifies whether a student is local or international and the type of study the student is undertaking.

(See also International student, Domestic student, Exchange student.)

Study Abroad program

A scheme administered by the International Office which allows international students who are not part of an exchange program to take units of study at the University of Sydney, but not towards an award program. In most cases the units of study taken here are credited towards an award at their home institution.

(See also Exchange student.)

Subject area

A unit of study may be associated with one or more subject areas. The subject area can be used to define prerequisite and course rules, e.g. the unit of study 'History of Momoyama and Edo Art' may count towards the requirements for the subject areas 'Art History and Theory' and 'Asian Studies'.

Summative assessment

(See Assessment.)

Summer School

(See Sydney Summer School.)

Supervising faculty

The faculty that has the responsibility for managing the academic administration of a particular course, i.e. the interpretation and administration of course rules, approving students' enrolments and

variations to enrolments. Normally the supervising faculty is the faculty offering the course.

However, in the case of combined courses, one of the two faculties involved will usually be designated the supervising faculty. Further, in the case where one course is jointly offered by two or more faculties (e.g. the Liberal Studies course), a joint committee may make academic decisions about candidature and the student may be assigned a supervising faculty for administration.

Supervision

Refers to a one-to-one relationship between a student and a nominated member of the academic staff or a person specifically appointed to the role.

(See also Advisor, Associate supervisor, Instrumental supervisor/teacher, Research supervisor.)

Suppression of results

Results for a particular student can be suppressed by the University when the student has an outstanding debt to the University; or the student is facing disciplinary action. A student may also request a suppression for personal reasons.

Suspension

(See also Course leave.)

Sydney Summer School

A program of accelerated, intensive study running for approximately six weeks during January and February each year. Both undergraduate and postgraduate units are offered. Summer School provides an opportunity for students at Sydney and other universities to catch up on needed units of study, to accelerate completion of a course or to undertake a unit that is outside their award course.

All units attract full fees and enrolled students are also liable for compulsory subscriptions. Some fee-waiver scholarships are available.

Sydney Winter School

An intensive session offered by the University in July during the mid-year break.

T

Teaching department

(See School.)

Teaching end date

Official finish date of formal timetabled classes.

Teaching start date

Official commencement date of formal timetabled classes.

Terminated

Term used when a student's candidature has been officially closed because they are not able to complete the Course requirements.

(See also Candidature.)

Testamur

A certificate of award provided to a graduand, usually at a graduation ceremony. The Award conferred will be displayed along with other appropriate detail.

Thesis

A major work that is the product of an extended period of supervised independent research.

(See also Course – Research.)

Timetable

The schedule of lectures, tutorials, laboratories and other academic activities that a student must attend.

Transcript

(See Academic transcript.)

Transfer

(See Course transfer.)

Tuition fees

Tuition fees may be charged to students in designated tuition fee-paying courses. Students who pay fees are not liable for HECS.

U

Universities Admissions Centre (UAC)

The UAC receives and processes applications for admission to undergraduate courses at recognised universities in NSW and the ACT. Most commencing, local undergraduate students at the University apply through the UAC.

Universities Admission Index (UAI)

A measure of overall academic achievement in the HSC that assists universities in ranking applicants for university selection. The UAI is based on the aggregate of scaled marks in ten units of the HSC, and is a number between 0.00 and 100.00 with increments of 0.05.

Under examination

Indicates that a research student has submitted their written work (thesis) for assessment, and is awaiting the finalisation of the examiners' outcome and recommendation.

Undergraduate

A term used to describe both a course leading to a diploma or bachelor's degree and a student enrolled in such a course.

Unit of study

Unit of study or unit means a stand-alone component of an award course. Each unit of study is the responsibility of a department.

(See also Prohibited combinations of unit of study.)

Unit of study enrolment status

The enrolment status indicates whether the student is still actively attending the unit of study (i.e. currently enrolled) or is no longer enrolled.

(See also Discontinuation or Cancellation.)

Unit of study level

Units of study are divided into Junior, Intermediate, Senior, Honours, Year 5, and Year 6. Most majors consist of 32 Senior credit points in a subject area (either 3000 level units of study or a mix of 2000 and 3000 level units of study).

University

Unless otherwise indicated, University in this document refers to the University of Sydney.

University Calendar

The annual University publication, also available online, which provides general and historical information about the University of Sydney, the statutes and regulations under which it operates and the Senate resolutions relating to constitutions and courses in each faculty.

University Medal

A faculty may recommend the award of a University Medal to a student qualified for the award of an undergraduate honours degree (or some master's degrees), whose academic performance is judged to be outstanding.

University Strategic Directions

The University of Sydney Strategic Plan 2006-2010

Upgrade

Where a student enrolled in a master's by research course is undertaking research at such a standard that either the University recommends that the student upgrade their degree to a PhD, or the

student seeks to upgrade to a PhD and this is supported by the University.

V

Variation of enrolment

(See Enrolment variation.)

Vice-Chancellor and Principal

The chief executive officer of the University, responsible for its leadership and management. The Vice-Chancellor and Principal is head of both academic and administrative divisions.

W

Waiver

In a prescribed course, a faculty may waive the prerequisite or corequisite requirement for a unit of study or the course rules for a particular student. Unlike credit, waivers do not involve a reduction in the number of credit points required for a course.

(See also Credit, Exemption.)

Winter School

(See Sydney Winter School.)

Weighted average mark (WAM)

This mark uses the unit of study credit point value in conjunction with an agreed 'weight'. The formula for this calculation is:

$$WAM = \frac{\sum (W_c \times M_c)}{\sum (W_c)}$$

Where W_c is the weighted credit point value – i.e. the product of the credit point value and the level of weighting of 1, 2, 3, or 4 for a first, second, third or fourth year unit of study respectively; and where M_c is the greater of 45 or the mark out of 100 for the unit of study.

The mark is the actual mark obtained by the student for the unit of study, or in the case of a failing grade with no mark – 0. Pass/fail assessed subjects and credit transfer subjects (from another institution) are excluded from these calculations; however, the marks from all attempts at a unit of study are included. (Effective from January 1 2004.)

In addition, faculties may adopt other average mark formulae for specific progression or entry requirements. If such a formula is not specified in the faculty resolutions, the formula outlined above is used. (See also WAM weight.)

WAM weight

A weight assigned to each unit of study to assist in the calculation of WAMs.

Y

Year of first enrolment (YFE)

The year in which a student first enrolls at the University.

(See also Commencement date.)

Youth Allowance

Youth Allowance is payable to a full-time student or trainee aged 16–24 years of age who is enrolled at an approved institution such as a school, college, TAFE or university, and undertaking at least 15 hours a week face-to-face contact.

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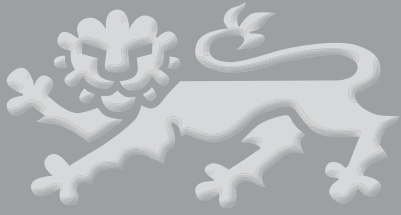
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2008 handbook

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www.facilities.usyd.edu.au/maps/index.shtml

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The University of Sydney

المنارة للاستشارات

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www.manaraa.com

University Buildings

O6	Aeronautical Engineering Building	F1	Mackie Building
J4	Anderson Stuart Building	H3	MacLaurin Hall
G3	Badham Building	H2	Macleay Building
H3	Bank Building	G1	Margaret Telfer Building
L2	Baxter's Lodge	J6	Madsen Building
L8	Biochemistry and Microbiology Building	H4	Manning House
E6	Blockburn Building	H4	Manning Squash Courts
E7	Bosch Building YA	D3	McMaster Annex
H7	Bosch Building TB	D3	McMaster Building
H3	Brennan MacCallum Building	O6	Mechanical Engineering Building
E6	Bruce Williams Pavilion	A2	Medical Foundation Building
L6	Carlslaw Building	K8	Merewether Building
F4	Chaplaincy	E1	No. 1-3 Ross Street
M8	Chemical Engineering Building	M7	Old School Building
J5	Chemistry Building	F4	Old Teachers' College
N8	Civil Engineering Building	H3	Pharmacy Building
N9	Civil Engineering Workshop	H6	Physics Annex
K10	Clark Building	G5	Physics Building
J9	Darlington Centre	N8	P.N.R. Building
J10	Darlington House	E6	Queen Elizabeth II Research Institute
K9	Darlington Road Terraces	H5	R.C. Mills Building
L10	Demountables	F2	R.D. Watt Building
K5	Eastern Avenue Auditorium & Lecture Theatre Complex	D4	R.M.C. Gunn Building
L9	Economics and Business Building	M9	Raglan Street Building
H2	Edgeworth David Geology Building	N7	Rose Street Building
G4	Education Building	E2	Ross Street Building
G4	Education Building Annex	G2	Science Road Cottage
H5	Edward Ford Building	E1	Selle House
N7	Electrical Engineering Building	M10	Services Building
N7	Engineering Link Building	N6	Seymour Centre
C3	Evelyn Williams Building	K10	Shepherd Centre
K3	Fisher Library	O6	Shepherd Street Carpark
K4	Fisher Library Stack	K9	Storie Dixson Wing
G2	Footbridge Theatre	F5	The Arena Sports Centre
C3	Gatekeeper's Lodge	J5	The Quadrangle
J7	Gatekeeper's Lodge (City Road)	J5	Transient Building
M8	Gordon Yu-Hoi Chui Building	L10	University Computing Centre
J2	Great Hall	J10	University Garage
G3	Griffith Taylor Building	M9	University Sports & Aquatic Centre
D4	H.K. Ward Gymnasium	D3	Veterinary Science Conference Centre
F2	Heydon - Laurence Building	E6	Victor Coppleton Building
G2	Holme Building	F3	Wallace Theatre
N5	Information Technologies	K7	Wentworth Building
K8	Institute Building	E7	Western Avenue Carpark
N5	International House	M6	W.H. Meze Building
F2	J.R.A. McMillan Building	M6	Wilkinson Building
D3	J.D. Stewart Building		
F3	John Woolley Building		

Childcare Centres

K11	Boundary Lane
F9	Carillon Avenue
H1	KU Union
H9	Laurel Tree House

Colleges & Residential Accommodation

J10	Darlington House
K9	Darlington Road Terraces
N5	International House
L10	Mandelbaum House
A4	Sancta Sophia College
C8	St Andrew's College
B5	St John's College
L6	St Michael's College
G7	St Paul's College
E1	Selle House
D10	Sydney University Village
F7	Wesley College
G8	Women's College

Computer Access Centres

H3	Brennan
G4	Education
K3	Fisher
N7	Link
L6	McGrath (Carlslaw)
H3	Pharmacy

Cultural Venues

H2	Macleay Museum
J3	Nicholson Museum
N6	Seymour Centre
K7	Sir Hermann Black Gallery
M6	Tin Sheds Gallery
J2	War Memorial Art Gallery

Faculties (offices)

F2	Agriculture, Food and Natural Resources
M6	Architecture
H3	Arts
K8	Economics & Business
G4	Education and Social Work
N7	Engineering
H5	Medicine
H3	Pharmacy
L6	Science
D3	Veterinary Science

Libraries

M6	Architecture
G3	Badham
H5	Burkitt-Ford
K3	Curriculum Resources
N8	Engineering
K3	Fisher
J6	Madsen
L6	Mathematics
E7	Medical
N6	Music
H5	Schaeffer Fine Arts

Retail

H3	Australia Post Office
G2	Darlington Centre
H4	Holme Building
H4	Manning House
F5	The Arena Sports Centre
M9	University Copy Centre
K7	University Health Service
M9	University Sports & Aquatic Centre
M9	University Coop Bookshop
C3	Valentine Charlton Car Centre
C3	Veterinary Hospital & Clinic
K7	Wentworth Building

Security

M10	Emergency Services
M10	Lost Property
M10	Traffic & Parking

Sports & Recreational Venues

K2	Fisher Tennis Courts
D4	HK Ward Gymnasium
H5	Lawn Tennis Courts
H4	Manning Squash Courts
F5	The Arena Sports Centre
G5	The Square
E5	University Oval No. 1
E3	University Oval No. 2
M9	University Sports & Aquatic Centre

Unions & Associations (offices)

K7	Students' Representative Council (SRC)
M9	Sydney University Postgraduate Representative Association (SUPRA)
M9	Sydney University Sport
G2	University of Sydney Union

University Administration & Services

H3	Alumni Relations Office
F1	Careers Centre
G1	Cashier
D10	Centre for Continuing Education
H3	Chancellor
L10	Computing Centre
H2	Executive Offices
J3	Information Centre
L10	Information and Communications Technology
L9	International Office
K8	Office of Development
M10	Office of University Relations (OUR)
G1	Personnel
M10	Printing Services (UPS)
H2	Publications Office
H3	Research Office
M10	Room Bookings & Venue Management
F1	Scholarships Unit
M10	SydneyPeople - HR Service Centre
G1	SydneyPeople - Sydney Learning
E1	SydneyPeople - Unistaff
L5	Student Centre
M10	Student Housing
G4	Student Services Unit
K8	Summer School
O5	Sydnovate
H3	University Relations (Vice Principal)
C3	Veterinary Hospital & Clinic
H2	Vice-Chancellor

MALLET STREET CAMPUS

 Information

 Telephone

 Eateries

 ATM

 STA Bus Stop

CAMPUS PROPERTY AND SERVICES - JUNE 2007

Getting there

By bus from the City:
Catch routes 413, 435, 436, 437, 438, 440, 461 or 480 from George St or Railway Square. Get off at Mallett Street and turn left. The Campus is located about 200 metres on the left hand side.

PARKING

No University sponsored parking.
Some street parking of 1 and 2 hours is available.



Metres



Course planner

Year	Semester	Unit of study 1 & credit points		Unit of study 2 & credit points		Unit of study 3 & credit points		Unit of study 4 & credit points		Total credit points
1	1									
	2									
2	summer									
	1									
	winter									
	2									
3	summer									
	1									
	winter									
	2									
4	summer									
	1									
	winter									
	2									
5	summer									
	1									
	winter									
	2									
Total credit points										