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Student Accommodation
The University Union
Parking within the University Grounds
Chaplaincy Service
Student Health Unit
Student Employment Unit
Student Counselling
Student Amenities Unit
Physical Education and Recreation Centre
The University Regiment
The N.S.W. University Squadron
Royal Australian Navy
University Co-operative Bookshop
Cashier's Hours
Financial Assistance to Students

STUDENT ACTIVITIES

SCHOLARSHIPS

OUTLINE OF COURSES

Bachelor of Science (Education) Course
Diploma in Education
Master of Education
Bachelor of Health Administration
Graduate Diploma in Health Administration
Master of Health Administration
Industrial Arts Degree Course
Industrial Design Graduate Course
Diploma in Librarianship
Diploma in Archives Administration
Master of Librarianship (Research)
Master of Librarianship (Formal Course Work)
Bachelor of Social Work
Master of Social Work (Formal Course Work)
Master of Social Work (Research)

DESCRIPTIONS OF SUBJECTS AND READING LISTS

HELP IMPROVE YOUR HANDBOOK
The Board of Vocational Studies was established for the purpose of supervising the teaching and examination of subjects which are primarily concerned with vocational training and which do not lend themselves to incorporation in the existing Faculty structure. Membership of the original Board was restricted, but as responsibilities increased with the expanded number of courses offered, it was decided, in 1970, to reconstitute the Board. The Board of Vocational Studies now functions on lines very similar to those of the normal university faculty, and the Board is responsible for all courses in the Schools of Education, Health Administration, Librarianship, Social Work, and the Department of Industrial Arts.

Students should note that since 1971 they have had three elected representatives on the Board of Vocational Studies. Members of the Board are aware of the contribution which student members can make to the activities of the Board; they welcome students as observers at their meetings.

Immediately before going to press in 1973 Council approval was given to change the name of the Board of Vocational Studies to the Board of Professional Studies. Although the title of handbook and some major headings have been changed in accordance with this ruling it was not possible to make the change throughout the publication. Thus, where Board of Vocational Studies remains you should read Board of Professional Studies.

This handbook provides information concerning the requirements for admission, enrolment and re-enrolment, conditions for the award of degrees, course structures, subject descriptions and the textbook requirements. It is important that students become well acquainted with the information presented here, and if there is any difficulty they should consult the University's Admissions Office (Ground Floor, Chancellery) or their School Office.

A. H. WILLIS
PRO-VICE-CHANCELLOR
BOARD OF VOCATIONAL STUDIES
# CALENDAR OF DATES FOR 1974

| Session 1:  | March 4 to May 19 |
| May Recess: | May 20 to May 26 |
| May 27 to June 16 |  |
| Midyear Recess: | June 17 to July 21 |
| Session 2:  | July 22 to August 25 |
| August Recess: | August 26 to September 1 |
| September 2 to November 3 |  |
| Study Recess: | November 4 to November 10 |

## JANUARY
- **Friday 11**: Last date for application for review of results of annual examinations
- **Monday 14**: Last day for application for admission under “show cause” rules
- **Tuesday 15**: Timetable for deferred examinations available
- **Friday 18**: Last day for acceptance of applications from students graduating in 1974 for admission to University degrees and diplomas
- **Monday 28**: Last day for application for deferred examinations
- **Tuesday 29**: Last day for acceptance of applications to enrol by new students and students repeating first year
- **Australia Day—Public Holiday**: Australia Day—Public Holiday
- **Deferred examinations begin**: Deferred examinations begin

## FEBRUARY
- **Friday 8**: Last day for students to appeal against exclusion under the re-enrolment rules
- **Saturday 9**: Deferred examinations end
- **Monday 18**: Enrolment period begins for new students and students repeating first year
- **Monday 25**: Enrolment period begins for students re-enrolling (second and later years)
- **Deferred examination results available**: Deferred examination results available

## MARCH
- **Friday 1**: Last date for application for review of deferred examination results
- **Monday 4**: Last day for students with deferred examinations to appeal against exclusion under the re-enrolment rules
- **Session 1 commences**: Session 1 commences
- **Friday 15**: Last day for acceptance of enrolments by new students (late fee payable)
- **Friday 22**: Last day for application for review of results of deferred examinations
- **Friday 29**: Last day for changes in course programmes
- **Last day for acceptance of enrolments by students re-enrolling (late fee payable)**: Last day for acceptance of enrolments by students re-enrolling (late fee payable)
<table>
<thead>
<tr>
<th>Month</th>
<th>Dates</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>APRIL</strong></td>
<td>Thursday 4</td>
<td>Last day for discontinuation without failure of subjects which extend over the first session only</td>
</tr>
<tr>
<td></td>
<td>Friday 12 to Monday 15</td>
<td>Easter</td>
</tr>
<tr>
<td></td>
<td>Thursday 25</td>
<td>Anzac Day—Public Holiday</td>
</tr>
<tr>
<td><strong>MAY</strong></td>
<td>Tuesday 7</td>
<td>Provisional timetable for June/July examinations published</td>
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<tr>
<td></td>
<td>Wednesday 8</td>
<td>Board of Vocational Studies meeting, 2 p.m.</td>
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<tr>
<td></td>
<td>Tuesday 14</td>
<td>Last day for acceptance of corrected enrolment details forms</td>
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<td></td>
<td>Monday 20</td>
<td><strong>May Recess begins</strong></td>
</tr>
<tr>
<td></td>
<td>Sunday 26</td>
<td>Last day for students to advise of examination timetable clashes</td>
</tr>
<tr>
<td><strong>JUNE</strong></td>
<td>Tuesday 4</td>
<td>Timetable for June/July examinations published</td>
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<tr>
<td></td>
<td>Wednesday 12</td>
<td>Board of Vocational Studies meeting, 2 p.m.</td>
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<td></td>
<td>Sunday 16</td>
<td><strong>Session 1 ends</strong></td>
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<tr>
<td></td>
<td>Monday 17</td>
<td>Queen's Birthday—Public Holiday</td>
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<tr>
<td></td>
<td>Tuesday 18</td>
<td><strong>Midyear Recess begins</strong></td>
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<tr>
<td></td>
<td>Sunday 30</td>
<td>Midyear examinations begin</td>
</tr>
<tr>
<td><strong>JULY</strong></td>
<td>Tuesday 2</td>
<td>Midyear examinations end</td>
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<tr>
<td></td>
<td>Sunday 21</td>
<td><strong>Midyear Recess ends</strong></td>
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<td></td>
<td>Monday 22</td>
<td><strong>Session 2 begins</strong></td>
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<td><strong>AUGUST</strong></td>
<td>Thursday 1</td>
<td>Foundation Day</td>
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<td></td>
<td>Thursday 15</td>
<td>Board of Vocational Studies meeting, 2 p.m.</td>
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<td></td>
<td>Thursday 22</td>
<td>Last date for discontinuation without failure of subjects which extend over the second session only</td>
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<tr>
<td></td>
<td>Monday 26</td>
<td><strong>August Recess begins</strong></td>
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<td>Holiday for non-academic staff</td>
</tr>
<tr>
<td><strong>SEPTEMBER</strong></td>
<td>Sunday 1</td>
<td><strong>August Recess ends</strong></td>
</tr>
<tr>
<td></td>
<td>Tuesday 10</td>
<td>Provisional timetable for annual examinations published</td>
</tr>
<tr>
<td></td>
<td>Monday 16</td>
<td>Last day for return of corrected enrolment details forms</td>
</tr>
<tr>
<td></td>
<td>Monday 23</td>
<td>Last day for students to advise of examination timetable clashes</td>
</tr>
<tr>
<td></td>
<td>Monday 30</td>
<td>Last date for applications from students graduating in 1975 for admission to University degrees and diplomas</td>
</tr>
</tbody>
</table>
OCTOBER
Monday 7  Eight Hour Day—Public Holiday
Wednesday 16 Board of Vocational Studies meeting, 2 p.m.
Tuesday 29 Timetable for annual examinations published

NOVEMBER
Monday 4 Study Recess begins
Sunday 10 Session 2 ends
Monday 11 Annual examinations begin

DECEMBER
Tuesday 3 Annual examinations end
Wednesday 25 Christmas Day—Public Holiday
Thursday 26 Boxing Day—Public Holiday

1975
Session 1: March 3 to May 11
May Recess: May 12 to May 18
May 19 to June 15
Midyear Recess: June 16 to July 20
Session 2: July 21 to August 24
August Recess: August 25 to August 31
September 1 to November 2
Study Recess: November 3 to November 9

JANUARY
Friday 10 Last date for application for review of results of annual examinations
Monday 13 Timetable for deferred examinations published
Friday 17 Last date for application for deferred examinations
Last day for acceptance of applications to enrol by new students and students repeating first year
Tuesday 28 Deferred examinations begin

FEBRUARY
Saturday 8 Deferred examinations end
Monday 17 Enrolment period begins for new students and students repeating first year
Friday 21 Results of deferred examinations available
Monday 24 Enrolment period begins for students re-enrolling (second and later years)

THE ACADEMIC YEAR
The academic year is divided into two sessions, each containing 14 weeks for teaching. There is a recess of five weeks between the two sessions as well as short recesses of one week within each of the sessions. Session 1 commences on the first Monday of March.
BOARD OF PROFESSIONAL STUDIES

Pro-Vice-Chancellor: Professor A. H. Willis
Chairman: Professor R. J. Lawrence

SCHOOL OF EDUCATION

Professor of Education and Head of School
L. M. Brown, MA MEd Syd., PhD Lond.

Professor of Science Education and Director of Science Teachers' Courses
A. A. Hukins, MSc DipEd Syd., PhD Alta., MACE

Lecturers
R. M. Boyd, MA PhD Otago
M. C. Colless, BA DipEd Syd., BSc N.S.W.
C. J. Field, MA Syd.
C. F. Gauld, BSc DipEd PhD Syd.
B. C. Low, BSc BEd Qld.
P. H. Meade, MA LaT., BSc BEd Qld.
B. Newman, MSc PhD Syd.
Mrs. Shelley Phillips, BA Melb. PhD Syd.
K. Simpson, BA Monash, MA Macq.
Mrs. Shirley L. Smith, BA PhD Syd.
F. E. Trainer, BA Syd.

STAFF SECONDED FROM THE NEW SOUTH WALES DEPARTMENT OF EDUCATION

Lecturers
Vilma M. Bell, BA Syd.
J. Fitzgerald, BA DipEd Syd., BLitt N.E., MA Macq.
G. J. Forth, BA BLitt N.E.
D. C. Geddes, BCom DipEd BEd Melb.
P. D. Henderson, BSc DipEd Syd.
Krysia Iskra, BA Syd.
G. Khamis, BA N.E.
P. T. Kitley, BA DipEd BEd N.E.
Mrs. Yvonne A. Larsson, BA Syd.
H. M. Mendham, BA N.E.
H. Plunkett, BA Syd.
Shirley A. Storrier, BA Syd.
K. V. Swinson, BA N.E.
K. E. Wheeler, BA N.E.
A. Williams, MA Syd.
SCHOOL OF HEALTH ADMINISTRATION

Professor and Head of School
G. R. Palmer, BSc Melb., MEc Syd., PhD Lond., FSS FHA

Senior Lecturers
J. C. H. Dewdney, BA MB BS Melb., DPH Lond., FACMA

Lecturers
Mrs Erica Bates, BA DipSocStud Syd., PhD N.S.W.
S. S. W. Davis, LLM Syd.
C. Grant, MA Oxon., AHA

Tutor
Mrs. Audrey Ferguson, BA DipSocStud Syd.

DEPARTMENT OF INDUSTRIAL ARTS

Associate Professor
L. M. Haynes, BA MEd Syd., FRSA, FBPsS, FAIM, MACE

Lecturers
K. A. Lodge, BE Syd., SAEA
O. C. McMichael, MSc N.S.W., ASTC

Senior Instructors
H. E. Larsen, DipDesign (Copenhagen)
B. N. Loftus, GradDip N.S.W., AWAIT, LIDIA

Professional Officer
Janice M. Waddell, BA Melb.

SCHOOL OF LIBRARIANSHIP

Professor of Librarianship and Head of School
Vacant

Senior Lecturer
Mrs. Margaret Trask, BA N.E., MLib N.S.W., FLAA

Lecturers
Jennifer L. Affleck, BA Syd., DipLib N.S.W., ALAA
Carmel Maguire, BA Qld., MA A.N.U., ALAA
J. R. Nelson, MA Syd., ALAA
P. Orlovich, MA DipEd Syd., MLib N.S.W., ALAA

Tutors
Merilyn Bryce, BA Syd., DipLib N.S.W.
Patricia Byrne, BA N.E., ALAA
SCHOOL OF SOCIAL WORK

Professor of Social Work and Head of School
R. J. Lawrence, BA DipSocS Adel., MA Oxon., PhD A.N.U.

Senior Lecturers
G. Audrey Rennison, MA Camb., CertSocSci & Admin. L.S.E.

Lecturers
Dee Barlow, BA MSW Calif.
Mrs. Claire Bundey, BA N.S.W., DipSocStud Syd.
C. M. R. Cornwell, BA BSocStud Qld.
Mrs. June Huntington, BA Lond.

Tutors
Mrs. Susan M. Burgoyne, BA N.E., DipSocWk Syd.

Administrative Officer
Patricia McPaul, BA DipSocWk Syd.
GENERAL INFORMATION

ADMISSIONS OFFICE

The Admissions Office which is located in the Chancellery on the upper campus provides intending students (both local and overseas) with information regarding courses, admission requirements, scholarships and enrolment. Office hours are from 9.00 a.m. to 1.00 p.m. and 2.00 p.m. to 5.00 p.m. Monday to Friday and an evening service is provided during the enrolment period.

Applications for special admission, admission with advanced standing and from persons relying for admission on overseas qualifications should be lodged with the Admissions Office. The Office also receives applications from students who wish to transfer from one course to another, resume their studies after an absence of twelve months or more, or seek any concession in relation to a course in which they are enrolled. It is essential that the closing dates for lodgment of applications are adhered to, and, for further details the sections on “Rules Relating to Students” and “Enrolment Procedure for Undergraduate Courses” should be consulted.

Applications for admission to undergraduate courses from students who do not satisfy the requirements for admission (see section on “Requirements for Admission”), from students seeking admission with advanced standing, and from students who have had a record of failure at another university, are referred by the Admissions Office to the Admissions Committee of the Professorial Board.

Students seeking to register as higher degree candidates should discuss their proposals initially with the Head of the School in which they wish to register. An application is then lodged on a standard form and the Admissions Office, after obtaining a recommendation from the Head of the School, refers the application to the appropriate Faculty or Board of Studies Higher Degree Committee.

Details of the procedure to be followed by students seeking entry to first year courses at the University may be obtained from the Admissions Office or the Metropolitan Universities Admissions Centre.

Persons seeking entry to first year courses in one or more of the three Universities in the Sydney Metropolitan Area (Macquarie University, The University of New South Wales and the
University of Sydney) are required to lodge a single application form with the Metropolitan Universities Admissions Centre, Third Floor, 13-15 Wentworth Avenue (near Museum Station), Sydney (P.O. Box 7049 G.P.O. Sydney, 2001). On the application form provision is made for applicants to indicate preferences for courses available in any one of the three Universities. Students are notified individually of the result of their applications and provided with information regarding the procedures to be followed in order to accept the offer of a place at this University and complete their enrolment at the Enrolment Bureau, Unisearch House, 221 Anzac Parade, Kensington.

Bachelor of Social Work—Since personal qualities are of particular significance in the practice of social work, it has been found useful for intending students to be interviewed by a member of staff in the School of Social Work at some stage prior to enrolment.

Matriculation requirements are described in the section headed "Matriculation and Admission Requirements", below.

REQUIREMENTS FOR ADMISSION

A person who seeks to become a candidate for any degree of Bachelor of the University must first have qualified for matriculation and have satisfied the requirements for admission to the particular Faculty, course or subject chosen.

In addition to complying with these conditions candidates must be selected before being permitted to enrol in a course. In 1974 it will be necessary for the University to limit the number of students enrolling in all undergraduate courses.

Special Assistance for Aboriginal Students

The University may admit suitably qualified persons of Aboriginal descent outside of any quota restrictions.

Upon receipt of an application under this provision, the University will assess the applicant's potential to cope with University studies, and will make Student Counsellors available to discuss the choice of a course and subsequent career opportunities.

All enquiries relating to this scheme should be directed to the Registrar.

Matriculated Student

A candidate who has satisfied the conditions for matriculation and for admission to a course of study shall be classed as a "matriculated student" of the University, after enrolment.

A person who has satisfactorily met the conditions for admission may be provided with a statement to that effect on the payment of the prescribed fee.
SECTION A

GENERAL MATRICULATION AND ADMISSION REQUIREMENTS

1. A candidate may qualify for matriculation by attaining in recognised matriculation subjects at one New South Wales Higher School Certificate Examination or at one University of Sydney Matriculation Examination a level of performance determined by the Professorial Board from time to time.

2. The level of performance required to qualify for matriculation shall be
   (a) passes in at least five recognised matriculation subjects, one of which shall be English and three of which shall be at Level 2 or higher;
   and
   (b) the attainment of an aggregate of marks, as specified by the Professorial Board, in not more than five recognised matriculation subjects, such marks being coordinated in a manner approved by the Board.

3. The following subjects, and such other subjects as may be approved by the Professorial Board from time to time, shall be recognised matriculation subjects:—

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

4. A candidate who has qualified to matriculate in accordance with the provisions of Clauses 1, 2 and 3 may be admitted to a particular Faculty, Course or Subject provided that:—
   (a) his qualification includes a pass at the level indicated in the subject or subjects specified in Schedule A as Faculty, Course or Subject Pre-Requisites;
   or
   (b) the requirements regarding these particular Faculty, Course or Subject Pre-Requisites, as specified in Schedule A, have been met at a separate Higher School Certificate or University of Sydney Matriculation Examination.
5. Notwithstanding any of the provisions of Clauses 1 to 4, the Professorial Board may grant matriculation status to any candidate at the Higher School Certificate or University of Sydney Matriculation Examination who has reached an acceptable standard and may admit him to any Faculty, Course or Subject.

NOTE

1. For the purposes of Clause 2 (a), Mathematics and Science BOTH PASSED at First Level or Second Level Full Course shall together count as three subjects.

2. For the purposes of Clause 2 (b), Mathematics and Science TAKEN either singly or together at First Level or Second Level Full Course shall each count as one and one half subjects.

SECTION B

SUPPLEMENTARY PROVISIONS FOR MATRICULATION

Notwithstanding the provisions of Section A above, candidates may be accepted as "matriculated students" of the University under the conditions which are listed in the University Calendar.
### Schedule A

<table>
<thead>
<tr>
<th>FACULTY OR COURSE</th>
<th>FACULTY OR COURSE PRE-REQUISITES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applied Science (excl. Applied Geography and Wool and Pastoral Sciences courses)</td>
<td>(a) Science at Level 2S or higher AND (b) either Mathematics at Level 2F or higher OR Mathematics at Level 2S, provided that the candidate's performance in this subject and his general level of attainment are at standards acceptable to the Professorial Board.</td>
</tr>
<tr>
<td>Biological Sciences</td>
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<tr>
<td>Engineering</td>
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<tr>
<td>Industrial Arts Course</td>
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<td>Medicine</td>
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<tr>
<td>Military Studies</td>
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<tr>
<td>(Engineering course and Applied Science course)</td>
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<tr>
<td>Science</td>
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<tr>
<td>Bachelor of Science (Education)</td>
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<tr>
<td>Architecture</td>
<td>(a) Science at Level 2S or higher AND (b) Mathematics at Level 2S or higher</td>
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<tr>
<td>Applied Geography (Biogeography and Pedology specializations)</td>
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<tr>
<td>Wool and Pastoral Sciences courses</td>
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<tr>
<td>Applied Geography (Economic Geography specialization)</td>
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<tr>
<td>Arts</td>
<td>English at Level 2 or higher</td>
</tr>
<tr>
<td>Commerce</td>
<td>(a) Mathematics at Level 2S or higher AND (b) either English at Level 2 or higher OR English at Level 3, provided that the candidate's performance in this subject and his general level of attainment are at standards acceptable to the Professorial Board.</td>
</tr>
<tr>
<td>FACULTY OR COURSE</td>
<td>FACULTY OR COURSE PRE-REQUISITES</td>
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<tr>
<td>Law</td>
<td>Nil</td>
</tr>
<tr>
<td>Combined Arts/Law</td>
<td>As for Arts</td>
</tr>
<tr>
<td>Combined Commerce/Law</td>
<td>As for Commerce</td>
</tr>
<tr>
<td>Combined Jurisprudence/Law</td>
<td>Nil</td>
</tr>
<tr>
<td>Military Studies</td>
<td>English at Level 2 or higher;</td>
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<tr>
<td>(Arts Course)</td>
<td>OR</td>
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<td></td>
<td>English at Level 3, provided</td>
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<td></td>
<td>that the candidate's performance</td>
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<td>in this subject and his general</td>
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<td></td>
<td>level of attainment are at</td>
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<td>standards acceptable to the</td>
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<td>Professorial Board, and provided</td>
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<td>that a candidate so qualified</td>
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<td>shall not enrol in a course in</td>
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<td></td>
<td>English literature.</td>
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<td>Social Work Course</td>
<td>English at Level 2 or higher</td>
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<td>OR</td>
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<td></td>
<td>English at Level 3, provided</td>
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<td></td>
<td>that the candidate's performance</td>
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<td>in the subject and his general</td>
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<td></td>
<td>level of attainment are at</td>
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<td>standards acceptable to the</td>
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<td>Professorial Board, and provided</td>
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<td>that a candidate so qualified</td>
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<td>shall not enrol in English 1.</td>
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<tr>
<td>SUBJECT</td>
<td>SUBJECT PREREQUISITES</td>
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<tr>
<td>1.011—Higher Physics I 1.001—Physics I</td>
<td>As for Faculty of Science</td>
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<tr>
<td>2.001—Chemistry I 17.011—Human Biology 25.001—Geology I 25.111—Geoscience I</td>
<td>Science at Level 2S or higher</td>
</tr>
<tr>
<td>10.011—Higher Mathematics I</td>
<td>Mathematics at Level 2F or higher</td>
</tr>
<tr>
<td>10.001—Mathematics I</td>
<td>Either Mathematics at Level 2F or higher OR Mathematics at Level 2S, provided that the candidate's performance in the subject and his general level of attainment are at standards acceptable to the Professorial Board.</td>
</tr>
<tr>
<td>10.021—Mathematics IT</td>
<td>Mathematics at Level 2S or higher</td>
</tr>
<tr>
<td>15.102—Economics II</td>
<td>As for Faculty of Commerce</td>
</tr>
<tr>
<td>50.111—English 51.111—History IA 51.121—History IB</td>
<td>English at Level 2 or Higher</td>
</tr>
<tr>
<td>56.111—French I</td>
<td>French at Level 2 or higher</td>
</tr>
<tr>
<td>59.111—Russian I</td>
<td>Russian at Level 2 or higher</td>
</tr>
<tr>
<td>64.111—German I</td>
<td>German at Level 2 or higher</td>
</tr>
<tr>
<td>65.111—Spanish I</td>
<td>Spanish at Level 2 or higher</td>
</tr>
<tr>
<td>59.001—Russian IZ 64.001—German IZ 65.001—Spanish IZ</td>
<td>A foreign language, other than that in which enrolment is sought, at Level 2 or higher</td>
</tr>
</tbody>
</table>
ENROLMENT PROCEDURE

Before enrolling in any of the courses supervised by the Board of Vocational Studies, intending students should contact the School or Department concerned.

UNDERGRADUATE COURSES

FIRST ENROLMENTS:

(a) New South Wales residents already qualified for admission and persons who are applying for enrolment on the basis of qualifications gained or about to be gained outside New South Wales must lodge an application for enrolment with the Metropolitan Universities Admissions Centre, 13-15 Wentworth Avenue, Sydney (P.O. Box 7049 G.P.O., Sydney) by 26th October, 1973.

(b) New South Wales residents qualifying for admission by the 1973 New South Wales Higher School Certificate Examination or the 1974 Sydney University Matriculation Examination and those who have attended a University in New South Wales in 1973 must apply for enrolment to the Metropolitan Universities Admissions Centre, 13-15 Wentworth Avenue, Sydney (P.O. Box 7049 G.P.O., Sydney) by 18th January, 1974.

Completion of Enrolment

Students whose applications for enrolment are accepted will be required to complete their enrolment at a specified appointment time before the start of Session 1. Fees must be paid on the day of the appointment. However, in special circumstances and provided class places are still available students may be allowed to complete their enrolment after the prescribed week subject to the payment of a late fee.

Failure in First Year

First year students who failed more than half their programme at the 1973 Annual Examinations and who were not granted any deferred examinations will NOT follow the above procedure. They are required to 'show cause' why they should be allowed to continue in the course, and should await instructions in writing from the Registrar as to the procedure.
LATER YEAR ENROLMENTS

Bachelor of Science (Education)

Students will be re-enrolled in Unisearch House as follows:

Year II  Wednesday, 27th February
         9.30 a.m. to 12.30 p.m.

Years III and IV  Tuesday, 26th February
                  9.30 a.m. to 12.30 p.m.

Industrial Arts Course

Students in the B.Sc. or B.Sc.(Tech.) degree course in Industrial Arts should attend Hut 34, Western Grounds Area for re-enrolment as follows:

All re-enrolling students  Wednesday, 27th February,
                          10.00 a.m. to 12.30 p.m.
                          2.00 p.m. to 4.30 p.m.
                          6.00 p.m. to 8.00 p.m.

Social Work Course (BSW)

Students in the Bachelor of Social Work degree course should attend for re-enrolment at the School of Social Work in accordance with the following timetable:

Full-time Courses

Year II
Students with surnames “A” to “K”  Tuesday, 26th February,
                                     9.30 a.m. to 12.30 p.m.
Students with surnames “L” to “Z”  Tuesday, 26th February,
                                     2.00 p.m. to 5.00 p.m.

Year III
Students with surnames “A” to “K”  Wednesday, 27th February,
                                     9.30 a.m. to 12.30 p.m.
Students with surnames “L” to “Z”  Wednesday, 27th February,
                                     2.00 p.m. to 5.00 p.m.

Year IV
Students with surnames “A” to “J”  Thursday, 28th February,
                                     9.30 a.m. to 12.30 p.m.
Students with surnames “K” to “Z”  Thursday, 28th February,
                                     2.00 p.m. to 5.00 p.m.

Part-time Course
Re-enrolling Students at all stages

New Students with Advanced Standing

Miscellaneous Students
Students who fail to attend personally will be required to attend one of the late enrolment sessions.

In exceptional cases—illness or absence interstate or overseas—students may seek written permission from the enrolling officer of the School of Social Work to attend a late enrolment session without penalty, provided such permission is granted before the specified re-enrolment session.

**LATE ENROLMENTS**

**Bachelor of Science (Education)**
- Room 41
- Building M
- Western Grounds Area
- Wednesday, 6th March 5.00 p.m. to 7.00 p.m.
- Wednesday, 13th March 5.00 p.m. to 7.00 p.m.

**Industial Arts Course**
- Hut 34
- Western Grounds Area (Northern end)
- Wednesday, 6th March 5.00 p.m. to 7.00 p.m.
- Wednesday, 13th March 5.00 p.m. to 7.00 p.m.

**Social Work Course**
- The School of Social Work
- Wednesday, 6th March 5.00 p.m. to 7.00 p.m.
- Wednesday, 13th March 5.00 p.m. to 7.00 p.m.

**POSTGRADUATE COURSES**

**Diploma in Education**
- Lecture Hall 100
- Western Grounds Area
- Wednesday, 13th February
  - “A” to “L” 10.00 a.m. to 12.30 p.m.
  - “M” to “Z” 2.00 p.m. to 4.30 p.m.

**Master of Education**
- Room 26
- Building M
- Western Grounds Area
- Wednesday, 20th February
- 3.00 p.m. to 5.00 p.m.

**Master of Health Administration and Graduate Diploma in Health Administration**
- Room G36
- The Chancellery
- Friday, 1st March
- 2.00 p.m. to 5.00 p.m.
Graduate Diploma in Industrial Design

Students wishing to enrol in the Graduate Diploma Course in Industrial Design are required to apply for admission on the appropriate form to the Registrar at least two full calendar months before the commencement of the course.

They will then be notified by letter whether they are eligible to enrol and will be required to complete their enrolment at Hut 34, Western Grounds Area on Friday, 1st March, 6.00 p.m. to 7.30 p.m.

Master of Social Work (formal course work)
School of Social Work Friday, 1st March, 2.00 p.m. to 5.00 p.m.

Master of Librarianship (by formal course work), Diploma in Librarianship and Diploma in Archives Administration

Students continuing in these courses are required to attend the Office, School of Librarianship (Hut 12), on Wednesday, 27th February, 9.30 a.m. to 12 noon, 2.00 p.m. to 7.00 p.m.

ENROLMENT IN MISCELLANEOUS SUBJECTS

Students may be permitted to enrol for miscellaneous subjects (i.e. as students not proceeding to a degree or diploma) provided the Head of the School offering the subject considers it will be of benefit to the student and there is accommodation available. Only in exceptional cases will subjects taken in this way count towards a degree or diploma. Where a student is under exclusion he may not be enrolled in miscellaneous subjects unless given approval by the Professorial Board.

UNIVERSITY UNION CARD

All students other than miscellaneous students are issued with a University Union membership card. This card must be carried during attendance at the University and shown on request.

The number appearing on the front of the card above the student's name is the student registration number used in the University's records. This number should be quoted in all correspondence.
The card must be presented when borrowing from the University libraries, when applying for Travel Concessions and when notifying a change of address. It must also be presented when paying fees on re-enrolment each year when it will be made valid for the year and returned. Failure to present the card could result in some inconvenience in completing re-enrolment.

A student who loses a Union Card must notify the University Union as soon as possible.

New students will be issued with University Union cards at the University Union Enquiry Desk as soon as practicable after payment of fees. In the meantime, fees receipt form should be carried during attendance at the University and shown on request. A period of at least three weeks should be allowed to elapse after payment of fees before making application for the card. Cards will not be posted under any circumstances.
FEES

**Payment of Fees**

As from 1st January, 1974, no fees for tuition will be payable. Other fees and charges will still be payable. These include those charges raised to finance the expenses incurred in operating student activities such as the University Union, the Students' Union, the Sports Association and the Physical Education and Recreation Centre. Late fees are also charged where a student fails to observe required procedures by the appropriate time. Charges may also be payable, sometimes in the form of a deposit, for the hiring of kits of equipment which are lent to students for their personal use during attendance in certain subjects. Accommodation charges and costs of subsistence on excursions, field work etc. and for hospital residence (medical students) are payable in appropriate circumstances. In order to become a student member of the University in any particular course of study it is necessary to meet the entrance requirements for the course and to enrol formally in it. To effect enrolment it is necessary to present a duly completed and authorised enrolment form to the University cashier together with, where payable, either the appropriate fees, or an authority authorising those fees to be charged to some other person or institution.

**Completion of Enrolment**

All students are required to attend the appropriate enrolment centre during the prescribed enrolment period* for authorisation of course programme. Failure to do so will incur a late fee of $10.

First year students (including students repeating first year) must complete enrolment (including fee payment) before they are issued with class timetables or permitted to attend classes. A first year student who has been offered a place in a course to which entry is restricted and who fails to complete enrolment at the appointed time may lose the place allocated.

Fees should be paid during the prescribed enrolment period but will be accepted during the first two weeks of Session 1. (For late fees see below.) **No student is regarded as having completed an enrolment until fees have been paid.** Fees will not be accepted

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* The enrolment periods for Sydney students are prescribed annually in the leaflets on enrolment procedures.
(i.e. enrolment cannot be completed) from new students in year-long courses after the end of the second week of Session 1 (i.e. 15th March, 1974), and after 31st March from students who are re-enrolling, except with the express approval of the Registrar, which will be given in exceptional circumstances only.

Students enrolling for the first time in any year at the commencement of Session 2 are required to pay all fees due within the first two weeks of that Session. Student Activities fees due will be one half of the annual fees.

These arrangements also apply to medical students and, although the structure of the academic year in the later years of the course in Medicine differs from that followed in other courses, medical students are required to observe the same dates for payment as apply to students in other courses.

**Assisted Students**

Scholarship holders or sponsored students who have not received an enrolment voucher or appropriate letter of authority from their sponsor at the time when they are enrolling should complete their enrolment paying their own fees. A refund of fees will be made when the enrolment voucher or letter of authority is subsequently lodged with the Cashier.

**Extension of Time**

Any student who is unable to pay fees by the due date may apply in writing to the Deputy Registrar (Student Services) for an extension of time. Such application must give year or stage, whether full-time or part-time, and the course in which the applicant wishes to enrol, state clearly and fully the reasons why payment cannot be made and the extension is sought, and must be lodged before the date on which a late fee becomes payable. Normally the maximum extension of time for the payment of fees is one month for fees due in Session 1 and for one month from the date on which a late fee becomes payable in Session 2.

Where an extension of time is granted to a first year student in Session 1, such student may only attend classes on the written authority of the Registrar, but such authority will not normally be given in relation to any course where enrolments are restricted.

**Failure to Pay Fees and Other Debts**

Any student who fails to pay prescribed fees or charges or is otherwise indebted to the University and who fails to make a satisfactory settlement of his indebtedness upon receipt of due notice ceases to be entitled to the use of University facilities. Such a student is not permitted to register for a further session, to
attend classes or examinations, or to be granted any official credentials.

No student is eligible to attend the annual examinations in any subject where any portion of his fees for the year is outstanding after the end of the fourth week of Session 2 (16th August, 1974).

In very special cases the Registrar may grant exemption from the disqualification referred to in the two preceding paragraphs upon receipt of a written statement setting out all relevant circumstances.

Student Fees*

All undergraduate students and students taking miscellaneous subjects (with the exception of External Students) will be required to pay—

<table>
<thead>
<tr>
<th>Student Activities Fees</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>University Union**</td>
<td>$20.00—entrance fee</td>
</tr>
<tr>
<td>Student Activities Fees</td>
<td></td>
</tr>
<tr>
<td>University Union**</td>
<td>$30.00—annual subscription</td>
</tr>
<tr>
<td>Sports Association**</td>
<td>$4.00—annual subscription</td>
</tr>
<tr>
<td>Students’ Union**</td>
<td>$7.00—annual subscription</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$17.00—annual fee</td>
</tr>
</tbody>
</table>

(The miscellaneous fee is used to finance expenses generally of a capital nature relating to student activities. Funds are allocated to the various student bodies for projects recommended by the Student Affairs Committee and approved by the University Council.)

Depending on the subject being taken, students may also be required to pay—

Psychology Kit Hiring Charge  $2 per kit.
Additional payment for breakages and losses in excess of $1.

Biochemistry Kit Hiring Charge  $4 per kit.
Additional payment for breakages and losses in excess of $1 may be required.

Chemistry Kit Hiring Charge  $4 per kit.
Additional payment for breakages and losses in excess of $1 may be required.

* Fees quoted in the schedule are current at the time of publication and may be amended by the Council without notice.
**Life members of these bodies are exempt from the appropriate fee or fees.
(Refundable on return in satisfactory condition.)
Pathology Instrument Kit $10.
(Refundable on return in satisfactory condition.)

Special Examination Fees
Examinations conducted under special circumstances $11 for each subject
Review of examination result $11 for each subject

Late Fees

Session 1—First Enrolments
Fees paid in the late enrolment period and before commencement of Session 1 $10
Fees paid during the 1st and 2nd weeks of Session 1 $20
Fees paid after the commencement of the 3rd week of Session 1 with the express approval of the Registrar and Head of the School concerned $40

Session 1—Re-enrolments
Failure to attend enrolment centre during enrolment week $10
Fees paid after the commencement of the 3rd week of Session 1 to 31st March $20
Fees paid after 31st March where accepted with the express approval of the Registrar $40

Session 2—All Enrolments
Fees paid in 3rd and 4th weeks of Session 2 $20
Fees paid thereafter $40

Withdrawal from Course

1. Students withdrawing from a course are required to notify the Registrar in writing.
2. Where notice of withdrawal from a course is received by the Registrar before the first day of Session 1 a refund of all fees paid will be made.
3. On notice of withdrawal:
   (a) a partial refund of the University Union Entrance Fee will be made on the following basis: any person who has paid the entrance fee in any year and who withdraws
from membership of the University Union after the commencement of Session 1 in the same year, or who does not renew his membership in the immediately succeeding year may on written application to the Warden receive a refund of half the entrance fee paid.

(b) A partial refund of other Student Activities Fees will be made on the following basis:
University Union—$7.50 in respect of each half session.
University of New South Wales Students' Union—where notice is given prior to the end of the fifth week of Session 1, $3.50; thereafter no refund.
University of New South Wales Sports Association—where notice is given prior to the 5th week a full refund is made; thereafter no refund.
Miscellaneous Student Activities Fee—$4.25 in respect of each half session.

4. Where initial enrolment is made at commencement of Session 2 in any year and the student subsequently withdraws, a refund of fees based on the above rules may be made.

Postgraduate Student Fees*

As from 1st January 1974 no fees for tuition will be payable. Other fees and charges will still be payable. They include those charges raised to finance the expenses incurred in operating student activities such as the University Union, the Students' Union, the Sports Association and the Physical Education and Recreation Centre.

* See University Calendar for further details.
RULES RELATING TO STUDENTS

GENERAL CONDUCT

Acceptance as a member of the University implies an undertaking on the part of the student to observe the regulations, by-laws and other requirements of the University, in accordance with the declaration signed at the time of the enrolment.

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

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

ATTENDANCE AT CLASSES

Students are expected to be regular and punctual in attendance at all classes in the course or subject in which they are enrolled. All applications for exemption from attendance at lectures or practical classes must be made in writing to the Registrar.

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

Applications to the Registrar for exemption from re-attendance at classes, either for lectures or practical work, may only be granted on the recommendation of the Head of the appropriate School. The granting of an exemption from attendance does not carry with it exemption from payment of fees.

Application forms for exemption from lectures are available at the Admissions Office and should be lodged there (with a medical certificate where applicable). If session examinations have been missed this fact should be noted in the application.

Where a student has failed a subject at the annual examinations in any year and re-enrolls in the same course in the following year, he must include in his programme of studies for that year the subject in which he has failed. This requirement will not be applicable
if the subject is not offered the following year; is not a compulsory component of a particular course; or if there is some other cause, which is acceptable to the Professorial Board, for not immediately repeating the failed subject.

Where a student has attended less than eighty per cent of the possible classes, he may be refused permission to sit for the examination in that subject.

**INDEBTEDNESS TO THE UNIVERSITY**

Any student who is indebted to the University and who fails to make a satisfactory settlement of his indebtedness upon receipt of due notice ceases to be entitled to membership and privileges of the University. Such a student is not permitted to register for a further session, to attend classes or examinations, or to be granted any official credentials.

In very special cases the Registrar may grant exemption from the disqualification referred to in the preceding paragraph upon receipt of a written statement setting out all relevant circumstances.

**ADMISSION WITH ADVANCED STANDING**

Any person who makes application to register as a candidate for any degree or other award granted by the University may be admitted to the course of study leading to such degree or award with such standing on the basis of previous attainments as may be determined by the Professorial Board.

Students should consult the University Calendar for complete details regarding “Admission with Advanced Standing.”

**COURSE TRANSFERS**

Students wishing to transfer from one course to another must apply on an application form obtainable from the Admissions Office, Chancellery, by Friday, 18th January. As quotas will operate on entry to all Faculties and the Board of Vocational Studies, failure to apply by 18th January, 1974, will probably result in the application for transfer being unsuccessful.

Students whose applications to transfer are successful are required to comply with the enrolment procedures for the year/stage of the new course in which they expect to enrol. Unless otherwise instructed they must present the letter granting approval of the transfer to the enrolling officer.

Students who have not received advice regarding their application to transfer before the date on which they are required to enrol should check with the Admissions Office.
Students should also advise the Enrolling Officer of the School in which they are enrolled of their intention to transfer.

**CHANGES IN COURSE PROGRAMMES**

Students seeking approval to substitute one subject for another, add one or more subjects to their programme or discontinue part or all of their programme must make application to the Registrar through the Head of the School responsible for the course on forms available from School offices. The Registrar will inform students of the decision. Application to enrol in additional subjects must be submitted by 31st March.

Approval of withdrawal from subjects is not automatic, each application being determined after considering the circumstances advanced as justifying withdrawal.

It is emphasized that:

1. withdrawal from a subject, tuition in which extends over the academic year, at any time after the May recess;
2. withdrawal from a subject, tuition in which extends over only one session, at any time after one month from the commencement of the subject; or
3. failure to sit for the examinations in any subject in which the student has enrolled,

shall be regarded as failure to satisfy the examiners in the subject, unless written approval to withdraw without failure has been obtained from the Registrar.

**STUDENT RECORDS**

All students will receive enrolment details forms by 30th April and 2nd September. It is not necessary to return the forms unless any information recorded thereon is incorrect. Amended forms must be returned to the Examinations and Student Records Section by 14th May and 16th September respectively. Amendments notified after the closing date will not be accepted unless exceptional circumstances exist and approval is obtained from the Registrar. Where a late amendment is accepted, a late fee of $8 will be payable. Amended forms returned to the Registrar will be acknowledged in writing within fourteen days.

**RESUMPTION OF COURSES**

Students wishing to resume their studies after an absence of twelve months or more are required to apply to the Admissions
Office for permission to re-enrol by 18th January, 1974. Students re-enrolling in this way will normally be required to satisfy conditions pertaining to the course at the time of re-enrolment. This condition applies also to students who have been re-admitted to a course after exclusion under the rules restricting students re-enrolling.

APPLICATION FOR ADMISSION TO DEGREE OR DIPLOMA

Applications for admission to a degree or diploma of the University must be made on the appropriate form by 30th September, in a student's final year. Applicants should ensure that they have completed all requirements for the degree or diploma, including industrial training where necessary. Any variation such as cancelling of application in order to proceed to an honours degree or submission of an application following discontinuation of honours programme, must be submitted in writing to the Registrar no later than 30th January.

RESTRICTION UPON STUDENTS RE-ENROLLING IN UNIVERSITY COURSES

The University Council has adopted the following rules governing re-enrolment with the object of requiring students with a record of failure to show cause why they should be allowed to re-enrol and retain valuable class places. These rules apply retrospectively from 1st January, 1971, and the attention of students is drawn to them.

(1) (i) A student shall show cause why he should be allowed to repeat a subject in which he has failed more than once. (Failure in a deferred examination as well as in the initial examination counts, for the purpose of this regulation, as one failure.) Where such subject is prescribed as a part of the student's course he shall be required to show cause why he should be allowed to continue the course.

Notwithstanding the provisions of Clause 1 (i)—

(ii) A student enrolled in the first year or first stage of any course, other than the medical course, who has failed in more than half the programme in which he is enrolled for that year or stage shall be required to show cause why he should be allowed to continue in the course.
(iii) A student enrolled in the first year of the Medical course who has failed in more than one subject of that year shall be required to show cause why he should be allowed to continue in the Medical course.

(iv) The provisions of sections (ii) and (iii) of this rule shall be deemed to apply to any student on transfer from another course or institution whose programme of studies in the first year of enrolment immediately following transfer is comprised of subjects so chosen that half or more of such subjects are listed in the University Calendar as first year subjects.

(2) Notwithstanding the provisions of Clause (1), a student shall be required to show cause why he should be allowed to continue a course which he will not be able to complete in the time set down in the following schedule.

<table>
<thead>
<tr>
<th>Number of years in course</th>
<th>Total time allowed from first enrolment to completion (Years)</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>5</td>
</tr>
<tr>
<td>4</td>
<td>6</td>
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<tr>
<td>5</td>
<td>8</td>
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<tr>
<td>6</td>
<td>9</td>
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<tr>
<td>7</td>
<td>11</td>
</tr>
<tr>
<td>8</td>
<td>12</td>
</tr>
</tbody>
</table>

(3) No full-time student shall, without showing cause, be permitted to continue a course unless all subjects of the first year of his course are completed by the end of his second year of attendance. No student in the Faculty of Arts shall (without showing cause, be permitted to continue a course) unless he completes four subjects by the end of his second year of attendance. No full-time student in the Bachelor of Social Work course shall without showing cause be permitted to continue with the course unless he completes the equivalent of four full subjects by the end of his second year of attendance.

No part-time student in a course in which progression is by stage shall without showing cause be permitted to continue a course in which he will not be able to complete all subjects of the first two stages by the end of
his fourth year of attendance and all subjects of the third year and fourth stages of his course by the end of his seventh year of attendance.

No part-time student in the Science course shall without showing cause be permitted to continue a course in which he will not be able to complete level one Mathematics and six other level one units by the end of his fourth year of attendance and fourteen units inclusive of at least three at level two of his course by the end of his seventh year of attendance.

No student in the Faculty of Medicine shall, without showing cause, be permitted to continue with the medical course unless he completes the second year of the course by the end of his third year of attendance, and the third year of the course by the end of his fourth year of attendance.

(4) A student who has a record of failure in a course at another University shall be required to show cause why he should be admitted to this University. A student admitted to a course at this University following a record of failure at another University shall be required to show cause, notwithstanding any other provisions in these rules, why he should be permitted to continue in that course if he is unsuccessful in the annual examinations in his first year of attendance at this University.

(5) Any student excluded under any of the Clauses (1)-(3) may apply for readmission after two academic years and such application shall be considered in the light of any evidence submitted by him.

(6) A student wishing “to show cause” under these provisions shall do so in writing to the Registrar. Any such application shall be considered by a committee, hereinafter referred to as the Re-enrolment Committee, appointed by the Professorial Board, which shall determine whether the cause shown is adequate to justify his being permitted to continue his course or re-enrol, as the case may be.

(7) The Vice-Chancellor may on the recommendation of the Re-enrolment Committee exclude from attendance in a course or courses any student who has been excluded from attendance in any other course under the rules governing re-enrolment and whose record at the University demonstrates, in the opinion of the
Re-enrolment Committee and the Vice-Chancellor, the student's lack of fitness to pursue the course nominated.

(8) A student who has failed, under the provisions of Clause (6) of these rules, to show cause acceptable to the Re-enrolment Committee why he should be permitted to continue in his course, and who has subsequently been permitted to re-enrol in that course or to transfer to another course, shall also be required to show cause, notwithstanding any other provision in these rules, why he should be permitted to continue in that course if he is unsuccessful in the annual examinations immediately following the first year of resumption or transfer of enrolment as the case may be.

(9) Any student who is excluded from attendance in any course or subject under the provisions of these rules may appeal to an Appeal Committee constituted by Council for this purpose. The decision of the Appeal Committee shall be final.

(10) The notification to any student of a decision by the Re-enrolment Committee to exclude the student from attendance in any course or subject shall indicate that the student may appeal against the decision to an Appeal Committee. In lodging such appeal the student shall ensure that a complete statement is furnished of all grounds on which the appeal is based and shall indicate whether or not the student wishes to appear in person before the Appeal Committee. In considering an appeal the Appeal Committee, on the basis of the student's academic record and the stated grounds of appeal, shall decide:
(i) whether there are grounds which justify the Committee seeing the student in person, or
(ii) whether there is sufficient information available to the Committee to allow decision without seeing the student in person and so proceed to determine the application accordingly.

ANNUAL EXAMINATIONS

Formal examinations in most faculties are held in June-July and November-December. Provisional timetables including the dates and times of examinations are posted on the central notice boards in the Wallace Wurth Medical School, Biological Sciences Building, the Chancellery, Central Lecture Theatre Block, Dalton
(Chemistry) School, Main Building (Mining and Physics), outside the Science Theatre and in the Western Grounds Area on 7th May and 10th September. Students must advise the Examinations Unit (Chancellery) of clash of examinations by 20th May and 23rd September. Final timetables will be displayed, and individual copies available for students, on 4th June and 29th October.

Misreading of the timetable is not an acceptable excuse for failure to attend an examination.

A student suffering from a physical disability which puts him at a disadvantage in written examinations should apply to the Registrar in writing, as early as possible, for special provisions to be made for him to take examinations. The request should be supported by medical or other evidence.

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

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

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

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

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

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

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

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

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

(i) All answers must be in English unless otherwise directed. Foreign students who have the written approval of the Officer-in-Charge of Examinations may use standard translation dictionaries.

(j) A candidate who commits any infringement of the rules governing examinations is liable to disqualification at the
particular examination, to immediate expulsion from the examination room and to such further penalty as may be determined in accordance with the By-laws.

A student who through serious illness or other cause outside his control is unable to attend an examination is required to bring the circumstances (supported by a medical certificate or other evidence) to the notice of the Registrar not later than seven days after the date of the examination, and may be required to submit to medical examination. A student who attempts an examination yet claims that his performance is prejudiced by sickness on the day of the examination, must notify the Registrar or Examination Supervisor before, during or immediately after the examination and may be required to submit to medical examination.

A student who believes that his performance at an examination has been affected by serious illness during the year or by other cause outside his control, and who desires these circumstances to be taken into consideration in determining his standing, is required to bring the evidence (supported by medical certificates or other evidence) to the notice of the Registrar not later than seven days after the date of the examination.

In the assessment of a student's progress, consideration is given to work in laboratory and class exercises and to any term or other tests given throughout the year, as well as to the results of written examinations.

Final examination results are posted to the term addresses of students and it is therefore essential that any change of address be advised to the Examination and Student Records Section. Results are also posted on School notice boards and in the foyer of the Library. No examination results will be given by telephone.

Examination results may be reviewed for a fee of $11 a subject, which is refundable in the event of an error being discovered. Such a review will consist primarily in ensuring that all questions attempted by candidates have been marked and that the total of all marks awarded are correct. Applications for review must be submitted on the appropriate form to the Examinations and Student Records Section, together with the necessary fee by the date indicated on the notification of results.

**Examination Results**

**Graded Passes**

Passes will be graded as follows:

High Distinction—Indicates a quite superior performance.

Distinction—Indicates a superior performance.

Credit—Indicates a good but not superior performance.
Pass—Indicates the achievement of an acceptable minimum level of competence in relation to the course objectives.

**Pass Conceded**

A pass conceded may be granted to students where the mark in the subject is slightly below the required standard and whose overall performance warrants it.

**Terminating Pass**

A terminating pass may be granted where the mark for the subject is below the required standard. A terminating pass will not permit a student to progress further in the subject or to enrol in any other subject for which a pass in the subject is a co-requisite or prerequisite. A student granted a terminating pass may attempt a deferred examination, if available, to improve his performance, but if the student fails the deferred examination, the terminating pass will stand.

**DEFERRED EXAMINATIONS**

Deferred examinations may be granted in the following cases:

(i) When a student through illness or some other acceptable circumstance has been prevented from taking the annual examination or has been placed at a serious disadvantage during the annual examinations. Applications for deferred examination in this category must be lodged with the Registrar with appropriate evidence of the circumstances (e.g., medical certificate) not later than seven days after the examination concerned. All such applications shall be reported to the Head of the School responsible for the subject. Before a deferred examination is granted on medical grounds, regard shall be paid to the student's class and assignment work in the subject, to his general performance in the year, and to the significance of the annual examination in compiling the composite mark.

(ii) To help resolve a doubt as to whether a student has reached the required standard in a subject.

(iii) To allow a student by further study to reach the required standard in a subject. The granting of a deferred examination in such cases will be based on the general quality of the student's performance.

(iv) Where a student's standing at the annual examinations is such that his progression or graduation could depend on his failure in one subject only, then his position in that subject shall be again reviewed with a view to determining whether a deferred examination may be granted notwithstanding his failure otherwise to qualify for such concession.
Deferred examinations must be taken at the centre in which the student is enrolled, unless he has been sent on compulsory industrial training to remote country centres or interstate. In this case the student must advise the Registrar, on a form available from his school or the Enquiry Desk, Chancellery, of relevant particulars, before leaving for his destination, in anticipation that deferred examination papers may have to be forwarded to him. Normally, the student will be directed to the nearest University for the conduct of the deferred examination.

A student eligible to sit for a deferred examination must lodge with the Accountant an application accompanied by the fee of $8 per subject, by the date indicated on the notification of results.

Conceded Deferred Examination

A conceded deferred examination, may be granted to a student where the mark in the subject is below the standard at which deferred examinations have been granted in the subject but whose overall performance warrants such a concession.

RE-ADMISSION AFTER EXCLUSION

Applications for re-admission must be made on the standard form and lodged with the Registrar not later than 30th June of the year prior to that for which re-admission is sought. An application should include evidence of appropriate study in the subjects (or equivalents) on account of which the applicant was excluded. In addition, evidence that the circumstances which were deemed to operate against satisfactory performance at the time of exclusion are no longer operative or are reduced in intensity, should be furnished. An applicant may be required to take the annual examinations in the relevant subjects as qualifying examinations in which case re-admission does not imply exemption from the subject. Late applications cannot be considered where, in the opinion of the University, insufficient time will be available for the student to prepare himself for any qualifying examinations which may be required.

It should be noted that a person under exclusion may not be enrolled in miscellaneous subjects unless he has received the approval of the Professorial Board on the recommendation of the Admissions Committee.

Persons who intend applying for re-admission to the University at a future date may seek advice as to ways in which they may enhance their prospects of qualifying for re-admission. Enquiries should be made on a form obtainable from the Examinations and Student Records Section, and lodged with the Registrar.
OWNERSHIP OF STUDENTS' WORK

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

CHANGE OF ADDRESS

Students are requested to notify the Student Records Section of the Registrar's Division of any change in their address, as soon as possible. Failure to do this could lead to important correspondence not reaching students. The University cannot accept responsibility if official communications fail to reach students, who have not notified their change of address. A Change of Address Advice form is available at Faculty and School offices and at the Enquiry Counters on the Ground Floor of the Chancellery Building.

NOTICES

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

LOST PROPERTY

All enquiries concerning lost property should be made to the Superintendent on Extension 2503 or to the Lost Property Office at the Union.

APPLICATION OF RULES

General

Any student who requires information on the application of these rules or any service which the University offers, may make enquiries from the Admissions Office, the Student Counselling Centre or the Registrar.

Appeals

Section 5(c) of Chapter III of the By-laws provides that "Any person affected by a decision of any member of the Professorial Board (other than the Vice-Chancellor) in respect of breach of discipline or misconduct may appeal to the Vice-Chancellor, and in the case of disciplinary action by the Vice-Chancellor, whether on appeal or otherwise, to the Council".
STUDENT SERVICES

THE LIBRARY

The University library is on the upper campus and adjacent to the Chancellery, and the Arts and Commerce Buildings. The Biomedical Library is in the Biological Sciences Building with a branch at Prince Henry Hospital (Phone: 661-0111). The Law Library is temporarily housed on the 4th Floor of the Science Building on the upper campus. There are services at other centres as follows:

- Wollongong University College—Wollongong: Phone: B-7301.

Each library provides a reference and lending service for staff and students, and is open in both Sessions 1 and 2 during day and evening periods, except the Water Reference Library which is only open during the day.

Staff and students must use a machine readable identification card to borrow from the main University Library. Personal identification is required in the other libraries listed. For students a current Union card is acceptable. Staff must apply to the Library for a library card.

STUDENT ACCOMMODATION

RESIDENTIAL COLLEGES

The Kensington Colleges

Accommodation for students is provided within the group of The Kensington Colleges which comprise Basser College, Goldstein College and Philip Baxter College. The group houses 450 men and women students, as well as staff members. Tutors in residence provide tutorial assistance in a wide range of subjects.
Board and residence fees, which are payable on a session basis, amount to $336 per session. Intending students should apply in writing to the Master, Box 24, Post Office, Kensington, N.S.W. 2033, from whom further information is available.

**International House**

International House accommodates over 180 students of whom half are Australian; the remaining half is made up of students from some 20 different countries. First-year students who have come to the University straight from school are not eligible for residence because preference is given to mature undergraduates and postgraduate students. Fees are $24 per week.

Students should apply as soon as possible if they wish to reside at International House at a later date. They should write to the Warden, International House, P.O. Box 88, Kensington, N.S.W. 2033 for information.

**New College**

This Church of England College is the first of the independent Colleges on the Campus of the University. There are no religious tests, and accommodation is available for 210 men in single study-bedrooms. Fees are $25 per week and may change in 1974.

Enquiries should be addressed to the Master, New College, Anzac Parade, Kensington, N.S.W. 2033.

**Warrane College**

This College, an affiliated Roman Catholic residential college, was completed in 1970, and provides accommodation for 200 students and fourteen resident tutors.

Basic fees are $28 per week for board and residence, payable on a session basis, and a registration fee of $20. Fees may change in 1974. Intending students should write to The Master, Warrane College, Box 123, P.O. Kensington, N.S.W. 2033.

**Shalom College**

Shalom College, first occupied in 1973, provides accommodation for 86 men and women students. The basic fee for residents is $28 a week, although this may change in 1974. Non-resident membership is available to students who wish to avail themselves of the Kosher dining room and tutorial facilities.
Applications for residence and further information should be addressed to The Master, Shalom College, The University of New South Wales, Box 1, P.O. Kensington, N.S.W. 2033.

OTHER ACCOMMODATION

Students requiring other than Residential College accommodation may make personal application to the Housing Officer (Extn. 3260) at the Student Amenities Unit. Current lists are kept of accommodation available at recognized boarding houses, private homes, and in serviced and unserviced apartments.

THE UNIVERSITY UNION

The University Union, housed in the circular building and joined by a courtyard to an adjacent rectangular building, is located near the entrance to the Kensington campus from Anzac Parade. The third building in the Union complex was completed in 1971. Membership of the Union is compulsory for all registered students of the University and is also open to all members of staff and graduates of the University.

The full range of facilities provided by the Union includes a cafeteria service and other dining facilities, a large shopping centre, cloak room, banking and hairdressing facilities, showers, a women’s lounge, common, games, reading, meeting, music, practice, craft and dark rooms. Photocopying, sign printing, and stencil cutting services are also available.

The Union also sponsors and conducts courses in many facets of the arts including weaving, photography, creative dance and yoga.

PARKING WITHIN THE UNIVERSITY GROUNDS

Because of the limited amount of parking space available, only the following categories of students may apply for a permit: motorcycle owners (annual fee $3.90); higher degree students (limited issue, annual fee $7.80); postgraduate and senior undergraduate students who have completed three years of a full-time or part-time course (annual fee $3.90). A permit will allow access to the campus between 5 p.m. and 11 p.m. on weekdays and during library hours on Saturdays, Sundays and public holidays. Enquiries should be made to the Property Section, Room 240, The Chancellery Building, or ‘phone 663 0351, extension 2920. It should be noted that increasing demand for parking space may require the imposition of further restrictions.
CHAPLAINCY SERVICE

This service is provided for the benefit of students and staff by five Christian Churches and by the Jewish congregation. Chaplains are in attendance at the University at regular times. A Chapel is also available for use by all denominations.

The University Chapel and full-time chaplains are located in Hut F near the Chemistry Building. They may be contacted by phone at the following extensions: Anglican, 2684; Jewish, 3273; Roman Catholic, 2379; Churches of Christ, Methodist and Seventh Day Adventist, 2683.

STUDENT HEALTH UNIT

Director: M. A. Napthali, MB BS

A student health and first aid centre is situated within the University. It is staffed by two qualified medical practitioners, assisted by a nursing sister and two secretaries. The medical service, although therapeutic, is not intended to replace private or community health services. Thus, where chronic or continuing conditions are revealed or suspected, the student is referred to a private practitioner or to an appropriate hospital for specialist opinion and/or treatment. The health service is not responsible for fees incurred in these instances. The service is confidential and students are encouraged to attend for advice on matters pertaining to health.

The service is available to all enrolled students by appointment, free of charge, between 9 a.m. and 5 p.m. Mondays to Fridays, and additionally to part-time students from 6 p.m. to 8 p.m. on Tuesdays and Thursdays during session. For staff members, immunizations are available, and first aid service in the case of injury or illness on the campus.

The centre is located in Hut E on the northern side of the campus in College Road.

Appointments may be made by calling at the centre or by telephoning extension 2679 or 3275 during the above hours.

STUDENT EMPLOYMENT UNIT

The Student Employment Unit offers assistance with career employment for final year students and graduates of the University. This service includes the mailing of regular job vacancy notices to registered students and a campus interview programme for final
year students. Careers advice and assistance is also available to undergraduates. Assistance is offered in finding vacation employment which gives either course related experience or industrial training experience where this is a course requirement. Information and advice regarding cadetships, undergraduate and postgraduate scholarships is also available.

The service is located in the Chancellery on the ground floor. Telephone: 663 0351 ext. 3259 for employment and careers advice, or 663 0351 ext. 2086 for cadetships and industrial training information.

STUDENT COUNSELLING AND RESEARCH UNIT

The Student Counselling and Research Unit offers a free, confidential counselling service to help students, individually or in groups, to deal with problems, and to make plans and decisions associated with their personal, academic and vocational progress.

Interviews and group programmes are available between 9 a.m. and 8 p.m. each week-day. Appointments may be made at the Unit, which is located at the foot of Basser Steps, or by ringing 663 0351, extensions 2600-2605, between 9 a.m. and 5 p.m.

STUDENT AMENITIES UNIT

The Amenities Unit is concerned with student welfare and its activities are associated with sport and recreation, travel and student accommodation. It works in close liaison with the Sports Association, assisting the various clubs, and administers sporting facilities for both grade and social competitions. The Unit also has the added responsibility of the Physical Education and Research Centre where attractive recreational programmes for students and staff are provided. Concessional application forms for all types of travel may also be obtained at the Enquiry Desk in the Chancellery or at the Student Amenities Unit. A Housing Officer is also available to assist students with any off-campus accommodation problems.

Location: The Student Amenities Unit is located in Hut B at the foot of Basser Steps.

Phone: 663 0351, Extension 2235 Sports Association; 3271 Physical Education and Recreation Centre; 3261 Travel; 3260 Accommodation.
PHYSICAL EDUCATION AND RECREATION CENTRE

The Physical Education and Recreation Centre consists of eight squash courts and a main building. The latter has a large gymnasium and ancillary practice rooms for fencing, table tennis, judo and weightlifting. The Supervisor of Physical Recreation is responsible for this Centre and provides a recreational programme for both students and staff. Those who desire to participate in the recreational programmes should contact the Supervisor on Extension 3271.

THE UNIVERSITY REGIMENT

Enquiries should be made to the Adjutant at the Regimental Depot in Day Avenue just west of Anzac Parade.

THE N.S.W. UNIVERSITY SQUADRON

Enquiries should be made to the Commanding Officer at Squadron Headquarters at the corner of City and Darlington Streets, Darlington 2008.

ROYAL AUSTRALIAN NAVY

Enquiries should be made to the Royal Australian Naval Liaison Officer, Professor J. S. Ratcliffe, Commander, R.A.N.V.R., at the School of Chemical Engineering. Phone 663 0351, ext. 2406.

UNIVERSITY CO-OPERATIVE BOOKSHOP LTD.

Membership is open to all students, on payment of a fee of $5, refundable when membership is terminated. Members receive an annual rebate on purchases of books.

CASHIER'S HOURS

The cashier's office is open for the payment of fees from 9.30 a.m. to 1.00 p.m. and from 2.00 p.m. to 4.30 p.m., Monday to Friday. It is open for additional periods during the first four weeks of Session 1. Students are advised to consult notice-boards for details.

FINANCIAL ASSISTANCE TO STUDENTS

In addition to the Tertiary Allowances Scheme financed by the Australian Government, the following forms of assistance are available.

The Students' Union and the University have co-operated to provide assistance to students who are in financial difficulties
which are considered likely to prejudice their progress with their studies.

Three main forms of assistance are available:

1. **Deferment of Payment of Fees**

   Deferments may be granted for a short period, usually one month, without the imposition of a late fee penalty, provided the deferment is requested prior to the due date for fee payments.

   In exceptional circumstances the University may consider granting deferments for up to twelve months or even longer. In cases where payment is deferred to 31st December, examination results will not be published or made available until such time as the outstanding fees are paid. Where deferments are granted to a date beyond 31st December, the University may require the student to enter into a formal agreement to pay the fees.

2. **Short Term Cash Loans**

   Donations from the Students’ Union, the University Union and other sources have made funds available for urgent cash loans not exceeding $100. These loans are normally repayable within one month.

3. **Long Term Cash Loans**

   An amount of up to $300 is available from this fund, repayable usually after twelve months or within twelve months of graduation or upon withdrawal from the course. This scheme is funded jointly by the University and the Students’ Union. Students are required to enter into a formal agreement with the University to repay such a loan.

   In all cases assistance is limited to students with reasonable academic records and whose financial circumstances warrant loans.

   Early in 1973 the Australian Government made funds available to the University to provide loans to students in financial difficulty. The loans are to provide for living allowances and other approved expenses associated with attendance at University. Under this scheme allowances are paid approximately monthly during the academic year. Repayment usually commences after twelve months of graduation or upon withdrawal from the course. Students are required to enter into a formal agreement with the University to repay the loan.

   From the same source of funds as mentioned in the preceding paragraph students who are in extremely difficult financial circumstances may apply for assistance by way of non-repayable grant. In order to qualify for a grant a student must generally show that the financial difficulty has arisen from misfortune beyond his control.

   Applications may be made personally to the Deputy Registrar (Student Services).
FINANCIAL ASSISTANCE TO ABORIGINAL STUDENTS

Financial assistance is available from a number of sources to help Aboriginal students. Apart from assistance under the Tertiary Allowances Scheme, there is also a Commonwealth Aboriginal Study Grant Scheme. Furthermore, the University may assist Aboriginal students with some essential living expenses in exceptional circumstances.

All enquiries relating to this scheme should be directed to the Deputy Registrar (Student Services).
STUDENT ACTIVITIES

Appropriate Faculty Associations are open to students in the various courses. Full details are available in other Faculty handbooks, the following list merely indicating the range.

The Commerce Society; The Arts Faculty Society; Dramsoc; The Historical Society; The Politics Club; The French Society; Socratic Society; The Julian Society.

Social Work Students' Association

The Association's primary function is that of a communication channel operating not only among the students themselves but also between students and staff of the School. Opportunities for students to meet informally abound in the many functions held during the year. These include parties, lectures by professional social workers to give the student an insight into social work practice in many areas, and meetings where specific grievances may be aired or certain aspects of the course discussed.

Students become members of the Association automatically on admission to the School of Social Work, and elect an executive committee at an Annual General Meeting held during Session 1 each year. It is through this executive committee that formal liaison with the School's staff can be maintained.

A regular newsletter, "Catalyst", is produced to inform students of current events or planned activities, and to provide a forum for discussion among students.

Representatives of the Association attend meetings of the Australian Association of Social Workers (N.S.W. Branch) and the Council of Social Services of N.S.W., while contact with student bodies in other universities is maintained through the Federation of Australian Social Work Students Association. Further details may be obtained from the Social Work students notice board and the Enquiries Office of the School of Social Work.

Industrial Arts Society

The Industrial Arts Society aims at providing opportunities for students to meet staff and fellow students through both social functions and educational activities such as films, lectures, seminars and visits. It is hoped that through these activities students will arrive at a better understanding of the purpose of their studies and become aware of the opportunities available in the field of Industrial Arts.
Membership is open to all students of the Department of Industrial Arts including postgraduate students. The Annual General Meeting is held in March. Further details regarding membership and activities may be obtained by contacting the Secretary of the Society, C/- Department of Industrial Arts, Western Grounds Area.
SCHOLARSHIPS

Tertiary Allowances Scheme

In 1974, no new awards will be offered under the Commonwealth University Scholarship Scheme. Instead a new system of Australian Government Assistance for tertiary students, called the Tertiary Allowances Scheme, will operate. This scheme will apply to students who commence approved courses in 1974 as well as those who commenced their courses earlier.

*Means-tested* living and other allowances will be available to full-time students enrolled in an approved course who satisfy certain academic and residence requirements, are unbonded and who do not receive assistance in excess of $350 from other scholarships. *No age limit will apply.*

Students enrolled in the following types of university courses will be eligible for assistance:

- Undergraduate and Postgraduate Bachelor degree courses
- Postgraduate diplomas
- Combined bachelor degree courses offered by institutions
- Master's qualifying courses

Benefits

*Means-tested Living Allowance* The maximum rates of living allowance are $850 per annum for students living at home and $1400 per annum for students living away from home. The maximum rates of living allowance will be paid where the adjusted family income is equal to or less than $5300 per annum. The adjusted family income is assessed by subtracting from the gross income of both parents business expenses and an amount of $450 for each dependent child other than the student.

When the adjusted family income exceeds $5300 p.a. the amount of living allowance will be reduced by $2 for every $10 of income until the family income exceeds $10,600 per annum. After this level, the living allowance will be reduced by $3 for every $10 of income.

A concession may be made where there are other children in the family undertaking tertiary education with scholarship assistance from schemes other than the Tertiary Allowances Scheme of less than $350 p.a.

Students qualifying for living allowance will also receive the following allowances, where appropriate:
Incidentals Allowance  The Incidentals Allowance of $100 is designed to help the student meet cost of those fees which have not been abolished—the Students' Union Council, University Union and sports fees—and other expenses associated with their studies.

Travel Allowance  Students whose home is in the country may be reimbursed the cost of three return trips per year, during vacation time.

Dependant's Allowance  This is made up of allowances of $8 per week for a dependent spouse and $4.50 per week for each child.

How to Apply  Higher School Certificate students will be able to obtain application forms from their school. Students who do not already hold a scholarship may obtain forms from the Admission Office, or from The Regional Director, New South Wales State Office, Department of Education, Sydney Plaza Building, 59 Goulburn Street, Sydney, N.S.W. 2000 (Telephone 20929).

N.B. Current Commonwealth Scholarship holders will have application forms posted to them. All forms should be returned to the above address as soon as possible.

Australian Postgraduate Course Awards

The Australian Government provides a number of awards for full-time postgraduate study in courses leading to the degree of Master by formal course work. Persons permanently domiciled in Australia who are under 45 years of age on 1 January of the year in which the award is to be taken up and who are University graduates or will graduate in the current academic year, are eligible for the awards. Award holders receive a living allowance of $2,900 paid over the academic year. Other allowances may also be paid in certain cases.

Application for awards tenable at the University must be lodged with the Registrar by 30 September each year.

Australian Postgraduate Research Awards

The Australian Government also provides each year a number of awards for full-time postgraduate study and research. The awards are renewable annually up to a maximum duration of two years in the case of a candidate for a Masters degree or three years in the case of a PhD candidate. In special circumstances, a PhD candidate may be granted an extension of tenure into a fourth year. Persons permanently domiciled in Australia who are under 35 years of age on 1 January of the year in which the award is to be taken up and who are University graduates or will graduate...
in the current academic year, are eligible for the awards. Award holders receive a living allowance of $3,050 per annum. Other allowances may also be paid in certain cases. The closing date for applications is 31st October each year.

**Cadetships and Traineeships**

*The Commonwealth Public Service* offers cadetships each year in a wide variety of fields. British subjects, with Australian citizenship, under the age of 28 years, or 33 years in the case of a cadet social worker, are eligible to apply. Details of vacancies at any one time may be obtained from the University's Student Employment Officer or the Inquiry Officer, Commonwealth Public Service Inspector's Office, Commonwealth Centre, Chifley Square (Cnr. Phillip and Hunter Streets). (Telephone 259-3969).

*The New South Wales Public Service* offers cadetships and traineeships from time to time for various departments. Enquiries should be made to the New South Wales Public Service Board, 19 O'Connell Street, Sydney. (Telephone 2-0355). Applications will close in October, and early application to the Board is advisable.

*The Health Commission of New South Wales, Red Cross* and other bodies also from time to time offer scholarships for social work students in later years.

**Teachers' College Scholarships**

Scholarships are awarded in open competition in respect of the aggregate of the five best subjects presented at the Higher School Certificate Examination provided that the candidate has a pass in English at any level.

Applicants must have reached the age of sixteen years, and, in general, should not have passed the age of thirty-five years on the date at which training is commenced.

Applications must be made on the form provided. Full-time school pupils may obtain these forms from the principal of the school or college at the end of second term. Other applications may be made by contacting: Officer-in-Charge, Teacher Training Division, N.S.W. Department of Education, Blackfriars Street, Chippendale, N.S.W., 2008 (Telephone: 211 4566).

Applications for scholarships should be made by September 30. Late applications will be considered although no attempt is made to reserve places for late applicants.
Graduates and undergraduates are reminded that later year scholarships are made available from time to time.

Further advice regarding applications for Teachers College Scholarships may be had by contacting the School of Education.

**Graduate Diploma in Industrial Design Scholarships**

Several scholarships are available for students who wish to enrol in the postgraduate course in Industrial Design leading to the award of a Graduate Diploma. Applicants should have a University degree or a professional level qualification from a Technical College, or such other qualification as may be approved by the University. Past and present employment experience in industrial design is desirable. The value of each scholarship is $400 per annum.

**Postgraduate Scholarship in Industrial Design**

Australian Consolidated Industries has made a scholarship available (annual stipend $3250 for single scholars and $3750 for married scholars) in order to promote postgraduate study and research for the degree of Doctor of Philosophy within the Department of Industrial Arts.

**Scholarships in Health Administration**

A number of scholarships and cadetships are available to students enrolling in courses offered by the School of Health Administration. Details are available from the Head of the School.
The School of Education offers a four-year Bachelor of Science (Education) degree course; a one year full-time course for graduates leading to the Diploma in Education; and also a course leading to the degree of Master of Education.

THE BACHELOR OF SCIENCE (EDUCATION) DEGREE COURSE

The first year of a four-year Bachelor of Science (Education) degree course BSc(Ed), commenced in 1969. The course is designed primarily for the preparation of teachers of science in secondary schools.

One feature of the course is the breadth of study over a range of science subjects. The course also provides depth by requiring that at least one of the science subjects be taken to a minimum of three stages. Another feature is the study of education subjects along with science subjects in the second, third and fourth years. Two stages of History and Philosophy of Science are included in the course structure to give an understanding of science as a method of inquiry and of its relationship to society.

Students must complete at least one stage of physics, chemistry, mathematics, geology and biological sciences, and in the first year must undertake a programme in chemistry, physics and mathematics and either biology or geology. Stage I subjects have the same content as for the first year science course. Stage II, III and IV science subjects consist of units of science subjects or units designed to meet the special needs of teachers or a combination of these.

The course has undergone a minor revision, and in 1974 Years 2 and 3 of the revised course will be offered. Year 4 will be introduced in 1975.

Honours

The BSc (Ed) may be awarded with honours. The grade of honours is determined by the quality of work performed throughout the course which includes the fourth year honours research seminar and thesis. The classes and divisions of honours are: Class 1, Class 2 (Division 1), Class 2 (Division 2).

Applications for admission to the honours programme should be made in writing to the Head of School on the completion of third year.
Progression

Progression in the Bachelor of Science (Education) Course is permitted by subject. However:

(1) Course programmes will continue to be stated and timetabled by year and it cannot be guaranteed that non-standard programmes can be completed in the minimum number of years. A non-standard programme is one which involves enrolment in subjects or units from more than one year or comprises subjects which do not normally constitute a particular year's course work.

(2) Students must satisfy the rules governing re-enrolment; in particular, these require all subjects of the first year to be completed by the end of two years of full-time (or four years of part-time) study.

(3) Before enrolling in any subject a student must have satisfied the relevant prerequisite and co-requisite requirements unless permission to vary this has been granted by the Head of the appropriate School.

(4) Only in exceptional circumstances will a student be permitted to enrol for more than twenty-four hours of course work per week.

(5) Notwithstanding the above, before a student can enrol in any non-standard programme, such programme must meet with the approval of the Head of School of Education.

406. SCIENCE (EDUCATION)—FULL-TIME COURSE
Bachelor of Science (Education)

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<th>YEAR 1</th>
<th>Hours per week for 2 sessions</th>
<th>Lec. Lab./Tut.</th>
</tr>
</thead>
<tbody>
<tr>
<td>*1.011 Higher Physics I or</td>
<td>3 — 3</td>
<td></td>
</tr>
<tr>
<td>1.001 Physics I</td>
<td>2 — 4</td>
<td></td>
</tr>
<tr>
<td>2.001 Chemistry I</td>
<td>4 — 2</td>
<td></td>
</tr>
<tr>
<td>10.001 Mathematics I or</td>
<td>2 — 4</td>
<td></td>
</tr>
<tr>
<td>10.011 Higher Mathematics I or</td>
<td>10 — 13</td>
<td></td>
</tr>
<tr>
<td>10.021 Mathematics IT†</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17.011 Human Biology and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17.021 Comparative Functional Biology or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>25.111 Geoscience I</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

†Students taking 10.021 Mathematics IT will not be allowed to proceed beyond First Year Physics.
**YEAR 2**

<table>
<thead>
<tr>
<th>Stage II of major subject</th>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two Science subjects selected from 17.001, 25.111</td>
<td>6</td>
</tr>
<tr>
<td>or Stage II subjects</td>
<td>12</td>
</tr>
<tr>
<td>58.512 Introduction to Education*</td>
<td>3</td>
</tr>
</tbody>
</table>

* Directed observations in schools are additional to this time.

**YEAR 3**

<table>
<thead>
<tr>
<th>Stage III of major subject</th>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>58.513 Education IA*</td>
<td>9</td>
</tr>
<tr>
<td>58.523 Education IB†</td>
<td>4†</td>
</tr>
<tr>
<td>62.001 History &amp; Philosophy of Science I</td>
<td>3</td>
</tr>
</tbody>
</table>

* 58.513 Education IA and 58.523 Education IB are corequisites and 58.512 Introduction to Education is a prerequisite.
† The following subjects are prerequisites for 58.523 Education IB: 1.011 Higher Physics I or 1.001 Physics I or 1.041 Physics IC and 2.001 Chemistry I, 17.011 Human Biology, 17.021 Comparative Functional Biology, 25.111 Geoscience I, and 58.512 Introduction to Education.
‡ The following subjects are prerequisites for 58.523 Education IB: 1.011 Higher Physics I or 1.001 Physics I or 1.041 Physics IC and 2.001 Chemistry I, 17.011 Human Biology, 17.021 Comparative Functional Biology, 25.111 Geoscience I, and 58.512 Introduction to Education.

**YEAR 4**

<table>
<thead>
<tr>
<th>Stage IV of major subject or one Science subject selected from Stage II subjects</th>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>58.502 Education II</td>
<td>6</td>
</tr>
<tr>
<td>58.554 Research seminar and thesis†</td>
<td>14*</td>
</tr>
</tbody>
</table>

* School experience including teaching practice will be additional to these hours.
† Honours students only.

The stages of Science subjects offered are:

**STAGE II**

<table>
<thead>
<tr>
<th>Subject</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physics</td>
<td>1.112A and 1.112B</td>
</tr>
<tr>
<td>Chemistry</td>
<td>2.002A and 2.002B</td>
</tr>
<tr>
<td>Mathematics</td>
<td>10.111A, 10.111B and 10.211A</td>
</tr>
<tr>
<td><strong>Geology</strong></td>
<td>25.502</td>
</tr>
<tr>
<td>* Biology</td>
<td>two 90 hour units</td>
</tr>
</tbody>
</table>

**STAGE III**

<table>
<thead>
<tr>
<th>Subject</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physics</td>
<td>1.112C, 1.113A, 1.113D, 1.113Z</td>
</tr>
<tr>
<td>Chemistry</td>
<td>2.002C, 2.003A, 2.003D</td>
</tr>
<tr>
<td><strong>Geology</strong></td>
<td>25.503</td>
</tr>
<tr>
<td>* Biology</td>
<td>three 90 hour units*</td>
</tr>
</tbody>
</table>

* See overleaf (Biology)
† Students will be asked to enrol in the component units separately.
**The Geology subject descriptions have been amended for 1974.
STAGE IV

Physics 1.113C and 1.143D
Chemistry 2.003B and 2.003C
**Geology 25.504
Biology two 90 hour units*

† Students are asked to enrol in the component units separately.
**The Geology subject descriptions have been amended for 1974.

BIOLOGY:

Stages two and three may be selected from the units:
41.101A Chemistry of Biologically Important Molecules
43.101A Genetics and Biometry
43.101B Plant Morphology A or
43.101C Plant Physiology
45.101B Invertebrate Zoology or
45.101C Vertebrate Zoology

One selected from units listed under Stage IV.

Stage IV may be selected from the units:
17.012 General Ecology
41.101B Metabolism
43.101B Plant Morphology A or
43.101C Plant Physiology
43.102E Environmental Botany
44.101A Introduction to Microbiology
45.101B Invertebrate Zoology or
45.101C Vertebrate Zoology
45.101D Field Ecology†
45.102A Marine Ecology
45.102B Animal Behaviour
45.102E Invertebrate Behaviour†
45.201A Insect Structure and Classification
73.011A Principles of Physiology

Selection of units is subject to agreement with the Heads of Schools concerned and in making the selection candidates must observe pre-requisites and co-requisites.

† Not available in 1974.

BACHELOR OF SCIENCE (EDUCATION)

Amended Course

(Year 1, Year 2 and Year 3 will operate in 1974; Year 4 will begin to operate in 1975.)

YEAR 4 (FROM 1975) Hours per week
Stage IV of major subject or one Science subject selected from Stage II subjects .............................. 6
58.514 Education IIA* ........................................ 4
58.524 Education IIB* ...................................... 6**
58.554 Research seminar and thesis† ........................ 2
62.002 History and Philosophy of Science II .................. 3

21

* 58.513 Education IA and 58.523 Education IIB are prerequisites for 58.514 Education IIA and 58.524 Education IIB.
**Teaching practice will be additional to these hours.
† Honours students only.
556. DIPLOMA IN EDUCATION

Since 1966 a course leading to the award of the Diploma of Education (DipEd) has been available to graduates from the University or other approved universities. The Diploma is designed to give professional training in education to postgraduate students. It is a one-year full-time course, but it is also possible for this course to be taken over two years, and in some circumstances over three years, on a part-time basis. The course includes lecture-seminars and associated group activities, individual assignments, observations of teaching methods and practice teaching.

The Study of Education

58.016 Seminars ................................................. 2
58.017 Education ............................................. 3*

* A weekly average for the two sessions. The amount per week will be related to practice teaching arrangements in the schools.

58.017 Education is a composite subject whose main components are Educational Psychology, Educational Practice, Philosophy and Theory of Education and Sociology of Australian Education.

The Study of Methods of Teaching

Two method subjects each for an average of 2½ hours per week (3 hours in Session 1 and 2 hours in Session 2) except in the case of Double Teaching Subjects which total 5 hours each per week (6 hours in Session 1 and 4 hours in Session 2). This will comprise lecture-seminars, and individual discussions with master teachers and method lecturers.

58.021 Commerce Method
58.022 English Method
58.023 French Method
58.024 Geography/Social Studies Method
58.025 German Method
58.026 Guidance Method
58.027 History Method
58.028 Library Method
58.029 Mathematics Method (Double Teaching Subject)
58.030 Mathematics Method (Single Teaching Subject)
58.031 Spanish Method
58.032 Slow Learner Method ................................. 5
58.033 Science Method (Double Teaching Subject)
58.034 Science Method (Single Teaching Subject)

Selected Activities

58.040 Selected Activities ................................. 2

Selected activities will include an elective subject. It may also include Health Education, Communication skills and other activities depending upon student needs and staff resources.
Practical Teaching and Observation
58.050 Practical Teaching and Observation 7

* A weekly average made up of both concurrent and block practice.
Note: If arrangements for concurrent practice lapse, students will undertake seven weeks of block practice teaching.

Re-enrolment in Diploma in Education

A candidate who fails in half or more of his subjects will not be permitted to re-enrol unless the Higher Degree Committee of the Board of Professional Studies grants permission because it considers the circumstances to be exceptional.

Further, a candidate who fails in two subjects, one of which is either 58.017 Education or a 'Methods' subject, and whose overall performance is considered unsatisfactory by the Committee will be required to repeat all subjects. In exceptional cases the Committee may grant permission to re-enrol in only those subjects failed.

MASTER OF EDUCATION

The conditions for the award of the Master of Education degree are set out below. The course is designed for educationists who wish to study education at an advanced level and may be taken at two levels—pass and honours.

The Pass degree is generally taken by formal course work in four subjects together with a minor thesis or project. In approved cases students may take formal course work in two subjects only, and follow these with a major thesis. Applicants for registration for the honours degree are normally expected to satisfy in two formal courses at a suitable standard, and to submit a major thesis. Alternatively students without an honours degree in Education (or other relevant subject) may apply for registration after completing two formal courses at a suitable standard. Such successful applicants are expected to take two further formal courses, again at a suitable standard, and to submit a major thesis.

No student is permitted to proceed with experimental research in education unless he has included a formal course in Educational Research I. (This rule is waived only when the student has evidence of alternative qualifications or experience.)

Hours per week

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>58.201G</td>
<td>Comparative Education</td>
<td>2</td>
</tr>
<tr>
<td>58.202G</td>
<td>Educational Planning and Administration</td>
<td>2</td>
</tr>
<tr>
<td>58.203G</td>
<td>Educational Psychology</td>
<td>2</td>
</tr>
<tr>
<td>58.204G</td>
<td>Educational Theory in the Twentieth Century</td>
<td>2</td>
</tr>
<tr>
<td>58.206G</td>
<td>History of Education</td>
<td>2</td>
</tr>
<tr>
<td>58.207G</td>
<td>Philosophy in Education</td>
<td>2</td>
</tr>
</tbody>
</table>
## Conditions for the Award of Degree of Master of Education

1. An application to register as a candidate for the Degree of Master of Education shall be made on the prescribed form which shall be lodged with the Registrar at least one full calendar month before the first session of the year for which the candidate requires to be registered.

2. An applicant for registration shall—
   (i) hold a degree of the University of New South Wales or other approved University,
   (ii) hold the Diploma in Education of the University of New South Wales or other approved university or possess qualifications accepted by the Higher Degree Committee of the Board of Vocational Studies (hereinafter referred to as "the Committee") as equivalent, and
   (iii) have had at least one year’s practical experience in some branch of education acceptable to the Committee.

3. In special circumstances a person may be permitted to register as a candidate for the degree if he submits evidence of such academic and professional attainments as may be approved by the Committee.

4. An approved applicant shall register in one of the following categories:
   (i) student in full-time attendance at the University;
   (ii) student in part-time attendance at the University;
   (iii) student working externally to the University;
   and shall pay such fees as may be determined from time to time by the Council.

5. The degree shall be awarded in two grades, namely the Pass degree and the degree with Honours. There shall be two classes of Honours, namely Class I and Class II.

6. **Pass Degree**
   (i) Notwithstanding any other provisions of the conditions for registration, the Committee may require an applicant...
to demonstrate his fitness for registration for the pass degree by carrying out such work and passing such examinations as the Committee itself may determine.

(ii) The programme for the pass degree shall include four formal courses in education and the submission of a report on a topic approved by the Committee, but in exceptional cases, and at the discretion of the Higher Degree Committee, the number of formal courses required may be reduced by either one or two.

(iii) No student shall be considered for the award of the degree until the lapse of two sessions for a full-time student, or four sessions for a part-time or external student, from the date on which registration becomes effective. A student taking the Pass degree course on a full-time basis shall be required to complete it within four sessions, and one taking it part-time or working externally within eight sessions. Extension beyond these periods shall be granted only with the approval of the Committee.

(iv) Each report as provided for in para. 6 (iv) shall have two examiners approved by the Committee.

7. Honours Degree

(i) An applicant for registration for the Honours degree of Master of Education shall have been admitted to a Bachelor's degree in an approved university by a school or department of education, or to a degree of any other school or department considered appropriate by the Committee, at a standard not below second class Honours.

(ii) A student who does not satisfy the conditions for registration as provided in para. 7 (i) may apply for registration as an Honours candidate on completion of at least two of the formal courses provided for the Pass degree of Master of Education, at a standard approved by the Committee.

(iii) Notwithstanding any other provisions of these conditions the Committee may, on the recommendation of the Head of the School, require an applicant to demonstrate fitness for registration as a candidate for the Honours degree by carrying out such work and passing such examinations as the Committee may determine.

(iv) A student satisfying conditions for registration provided in para. 7 (i) shall be required to pass, at a standard approved by the Committee, two of the formal courses
provided for the pass degree of Master of Education except that in special circumstances he may be granted exemption from this requirement.

(v) A student satisfying conditions for registration provided in para. 7 (ii) shall complete, at a standard approved by the Committee, a total of four such formal courses including the number passed prior to his registration as an Honours student.

(vi) No student shall proceed with experimental research in education unless he has included a formal course in 58.213G Educational Research I, or has such other qualifications or experience as the Committee considers appropriate.

(vii) Every candidate for the Honours degree shall submit a thesis embodying the results of an original investigation. He shall not submit as the main content of his thesis any work or material which he has previously submitted for a University degree or other similar award.

(viii) For each candidate submitting a thesis for the Honours degree there shall be at least two examiners appointed by the Professorial Board on the recommendation of the Committee, one of whom shall, if possible, be an external examiner.

(ix) No student shall be considered for the award of the degree until the lapse of four sessions for a full-time student, or six sessions for a part-time or external student, from the date on which registration becomes effective. A student taking the Honours degree course on a full-time basis shall be required to complete it within four sessions, and one taking it part-time or working externally within eight sessions. Extension beyond these periods shall be granted only with the approval of the Committee.

8. Every candidate who submits a thesis, for either an Honours or a Pass degree, shall submit three copies of the thesis in a form which complies with the requirements of the University for the preparation and submission of higher degree theses.

9. It shall be understood that the University retains the three copies of the thesis submitted for examination and is free to allow the thesis to be consulted or borrowed. Subject to the provisions of the Copyright Act, 1968, the University may issue the thesis in whole or in part in photostat or microfilm or other copying medium.
Conditions for the Award of Graduate Diplomas in the Board of Professional Studies

1. An application for admission to a graduate diploma course in the Board of Professional Studies shall be made on the prescribed form which should be lodged with the Registrar at least two full calendar months before the commencement of the course.

2. An applicant for admission to a graduate diploma course shall be—
   (a) a graduate of the University of New South Wales or other approved university,
   (b) a person with other qualifications as may be approved by the Higher Degree Committee of the Board of Professional Studies (hereinafter referred to as the Committee).

3. Notwithstanding clause (2) above, the Committee may require an applicant to take such other pre-requisite or concurrent studies and/or examinations as it may prescribe.

4. Every candidate for a graduate diploma shall be required to undertake the appropriate course of study, to pass any prescribed examinations, and if so laid down in the course, to complete a project or assignment specified by the Head of the School. The format of the report on such project or assignment shall accord with the instructions laid down by the Head of the School.

5. To qualify for the award of the graduate diploma a candidate shall:
   (i) complete a one-year full-time course within four consecutive sessions, or
   (ii) complete a two-year part-time course within six consecutive sessions.

6. In exceptional cases the Committee may extend the period in which a candidate must complete his graduate diploma course.

7. An approved applicant shall be required to pay the fee for the course in which he desires to register. Fees shall be paid in advance.
The School of Health Administration, which was founded in 1956 with a grant from the W. K Kellogg Foundation, offers both undergraduate and graduate programmes. The undergraduate course may be taken on a part-time basis and leads to the award of Bachelor of Health Administration. The School also offers one formal course in Health Administration leading to the award of a Graduate Diploma and another to the degree of Master of Health Administration. In addition, the Master's degree and the degree of Doctor of Philosophy may be taken following periods of full-time or part-time research in hospital and health service administration for which the School offers excellent facilities.

Because the Bachelor's course has been revised, a student enrolled prior to 1973, who has passed in nine or more subjects, will be permitted to complete the requirements for the degree under the regulations which applied in 1972 (see page B314, 1972 Calendar). A student enrolled prior to 1973, who has passed less than nine subjects under the old regulations, will complete the requirements for the degree under the new regulations. Where he has already passed 15.901 Economics (Health Administration), he will substitute 16.801 The Australian Health Care System for this subject in Year 2 (full-time) or Stage III (part-time external).

BACHELOR OF HEALTH ADMINISTRATION

Conditions for the Award of the Degree of Bachelor of Health Administration

1. A candidate for the degree of Bachelor of Health Administration shall:—
   (a) comply with the requirements for admission;
   (b) follow the prescribed course of study in the School of Health Administration and satisfy the examiners in the necessary subjects.

2. A student who is following the prescribed course of study as a part-time (external) student shall in each year attend the residential school conducted by the School of Health Administration.

3. A full-time student shall be required to complete the first year of the course in not more than two years. A part-time student
shall be required to complete the first two stages of his course in not more than four years. Re-enrolment thereafter will be governed by the general regulations of the Professorial Board.

4. A student may be granted advanced standing by the Professorial Board on the recommendation of the Board of Vocational Studies. A student coming from another institution must follow an approved course of study in this University for at least two years if a full-time student or at least four years if a part-time student.

### 404. HEALTH ADMINISTRATION—FULL-TIME COURSE

Bachelor of Health Administration

<table>
<thead>
<tr>
<th>Sessions</th>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>14.001</td>
<td>Introduction to Accounting</td>
</tr>
<tr>
<td>14.023</td>
<td>Accounting for Health Administration</td>
</tr>
<tr>
<td>16.001</td>
<td>Management I</td>
</tr>
<tr>
<td>16.201</td>
<td>Law I</td>
</tr>
<tr>
<td>16.701</td>
<td>Statistics</td>
</tr>
<tr>
<td>16.801</td>
<td>The Australian Health Care System</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
</tr>
</tbody>
</table>

| 15.901   | Economics (Health Administration) | 4  2  0  0 |
| 16.002   | Management II | 4  2  0  0 |
| 16.003   | Management III | 0  0 4  2 |
| 16.202   | Law II | 0  0 4  2 |
| 16.921   | Health Care Planning I | 4  2  0  0 |
| 16.922   | Health Care Planning II | 0  0 4  2 |
|          | **Total** | 12  6 12  6 |

| 16.101   | Comparative Health Care Systems | 0  0 4  2 |
| 16.301   | Political Science | 4  2  0  0 |
| 16.302   | Social Administration | 0  0 4  2 |
| 16.601   | Behavioural Science I | 4  2  0  0 |
| 16.602   | Behavioural Science II | 0  0 4  2 |
| 16.923   | Health Care Planning III | 4  2  0  0 |
|          | **Total** | 12  6 12  6 |

* May be varied with approval of head of school.
* Not offered in 1974.
### 404. HEALTH ADMINISTRATION—PART-TIME COURSE
(EXTERNAL STUDIES)

**Bachelor of Health Administration**

**STAGE 1**

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Lec.</th>
<th>Tut.</th>
</tr>
</thead>
<tbody>
<tr>
<td>14.001</td>
<td>Introduction to Accounting</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>16.201</td>
<td>Law I</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>16.801</td>
<td>The Australian Health Care System</td>
<td>2</td>
<td>1</td>
</tr>
</tbody>
</table>

|        | Total                                            | 6    | 3    |

**STAGE 2**

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Lec.</th>
<th>Tut.</th>
</tr>
</thead>
<tbody>
<tr>
<td>14.023</td>
<td>Accounting for Health Administration</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>16.001</td>
<td>Management I</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>16.701</td>
<td>Statistics</td>
<td>2</td>
<td>1</td>
</tr>
</tbody>
</table>

|        | Total                                            | 6    | 3    |

**STAGE 3**

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Lec.</th>
<th>Tut.</th>
</tr>
</thead>
<tbody>
<tr>
<td>15.901</td>
<td>Economics (Health Administration)</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>16.002</td>
<td>Management II</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>16.921</td>
<td>Health Care Planning I</td>
<td>2</td>
<td>1</td>
</tr>
</tbody>
</table>

|        | Total                                            | 6    | 3    |

**STAGE 4**

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Lec.</th>
<th>Tut.</th>
</tr>
</thead>
<tbody>
<tr>
<td>16.003</td>
<td>Management III</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>16.202</td>
<td>Law II</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>16.922</td>
<td>Health Care Planning II</td>
<td>2</td>
<td>1</td>
</tr>
</tbody>
</table>

|        | Total                                            | 6    | 3    |

**STAGE 5**

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Lec.</th>
<th>Tut.</th>
</tr>
</thead>
<tbody>
<tr>
<td>16.301</td>
<td>Political Science</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>16.601</td>
<td>Behavioural Science I</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>16.923</td>
<td>Health Care Planning III</td>
<td>2</td>
<td>1</td>
</tr>
</tbody>
</table>

|        | Total                                            | 6    | 3    |

**STAGE 6**

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Lec.</th>
<th>Tut.</th>
</tr>
</thead>
<tbody>
<tr>
<td>16.101</td>
<td>Comparative Health Care Systems</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>16.302</td>
<td>Social Administration</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>16.602</td>
<td>Behavioural Science II</td>
<td>2</td>
<td>1</td>
</tr>
</tbody>
</table>

|        | Total                                            | 6    | 3    |
558. GRADUATE DIPLOMA IN HEALTH ADMINISTRATION

The School of Health Administration offers a course in Health Administration leading to the award of a Graduate Diploma.

The course provides an educational programme for persons employed in the health services who hold a degree, or equivalent qualification, and who wish to qualify for or extend their knowledge of administrative practice.

The Diploma is awarded on the successful completion of the following programme. The course may be taken by one year of full-time study or over two years on a part-time basis.

FULL-TIME COURSE

YEAR 1—SESSION 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>16.901G</td>
<td>Health Services Statistics I</td>
<td>2</td>
</tr>
<tr>
<td>16.911G</td>
<td>Health Services Administration I</td>
<td>3</td>
</tr>
<tr>
<td>16.913G</td>
<td>Health Care Facilities A</td>
<td>2</td>
</tr>
<tr>
<td>16.914G</td>
<td>Health Care Facilities B</td>
<td>3</td>
</tr>
<tr>
<td>16.915G</td>
<td>Health Care Facilities C</td>
<td>3</td>
</tr>
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YEAR 1—SESSION 2

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<td>16.905G</td>
<td>Health Services Accounting</td>
<td>3</td>
</tr>
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<td>16.908G</td>
<td>Behavioural Science (Health Administration)</td>
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</tr>
<tr>
<td>16.912G</td>
<td>Health Services Administration II</td>
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<td>16.917G</td>
<td>Personnel Practice (Health Administration)</td>
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890. MASTER OF HEALTH ADMINISTRATION

The conditions for the award of the degree of Master of Health Administration, together with an outline of the formal course are set out overleaf. Acceptance into this course is dependent on the attainment of a satisfactory score on the Princeton Test for Graduate Study in Business. Information about this Test is available from the School of Health Administration.
The course has been designed to equip students with the basic store of knowledge required for senior administrative and planning work in hospitals and other health services. It does not emphasize training in specialized techniques but aims to introduce basic concepts and to educate students for management in the broadest sense of that term. Satisfactory performance in the Princeton Admission Test for Graduate Study in Business is a necessary prerequisite.

### YEAR 1—SESSION 1

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<td>16.903G</td>
<td>Health Services Organization</td>
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<td>16.904G</td>
<td>Australian Health Care System</td>
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<td>33.302G</td>
<td>Behavioural Science I*</td>
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<td>33.303G</td>
<td>Management Accounting and Information Systems I*</td>
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<td>33.305G</td>
<td>Organization Theory I*</td>
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<td>Health Services Accounting</td>
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<td>33.308G</td>
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<td>33.310G</td>
<td>Management Accounting and Information Systems II*</td>
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<td>16.909G</td>
<td>Community Health Planning</td>
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<td>16.910G</td>
<td>Comparative Hospital and Health Services</td>
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<td>Administration</td>
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<tr>
<td>16.919G</td>
<td>Research Project</td>
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<td>33.304G</td>
<td>Micro-economics and Business Decisions*</td>
<td>2</td>
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<tr>
<td>33.306G</td>
<td>Quantitative Analysis in Business I*</td>
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### YEAR 2—SESSION 2

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<td>Health Services Law</td>
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<td>33.309G</td>
<td>Macro-economics and Policy*</td>
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<td>Quantitative Analysis in Business II*</td>
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</table>

* This subject is offered by the Graduate School of Business as part of the requirements for the Master of Business Administration degree.
† Subject to approval of head of school.
Conditions for the Award of the Degree of Master of Health Administration

1. An application to register as a candidate for the degree of Master of Health Administration shall be made on the prescribed form which shall be lodged with the Registrar by the thirty-first of August of the year preceding that year in which the candidate desires to commence the course.

2. (i) An applicant for registration for the degree shall have been admitted to an appropriate degree in the University of New South Wales or other approved university.

(ii) In special circumstances a person may be permitted to register as a candidate for the degree if he submits evidence of such academic and professional attainments as may be approved by the Board of Vocational Studies (hereinafter referred to as “the Board”) on the recommendation of its Higher Degree Committee.

3. Notwithstanding any other provisions of these conditions, the Board may require an applicant to demonstrate fitness for registration by carrying out such work and sitting for such examinations as the Board may determine.

4. In every case, before permitting an applicant to register as a candidate, the Board shall be satisfied that adequate supervision and facilities are available.

5. An approved applicant shall pay such fees as may be determined from time to time by the Council.

6. Every candidate for the degree shall be required:
   (i) To carry out a programme of advanced study; to take such examinations and to perform such other work as may be prescribed by the Board.

   The programme of advanced study shall include:
   (a) attendance at the University in a prescribed course of formal work;
   (b) attachments to hospitals and other organisations for in-service experience;
   (c) the preparation and submission of a report on a project demonstrating originality.

   The attachments referred to in paragraph 6(i)(b) and the investigation referred to in paragraph 6(i)(c) shall be under the direction of supervisors appointed by the Board or under such conditions as the Board may determine.

† For details of fees, see earlier under “Fees”.
A candidate who has already had adequate and satisfactory in-service experience may, with the approval of the Board, be exempt from the attachments referred to in paragraph 6(i)(b); OR

(ii) To carry out a programme of advanced study and take such examinations and perform such other work as may be prescribed by the Board. The programme shall include the preparation and submission of a thesis embodying the results of an original investigation or design. The candidate may submit also for examination any work he has published, whether or not such work is related to this thesis.

7. An approved applicant shall register in one of the following categories:—

   (i) student in full-time attendance at the University;
   (ii) student in part-time attendance at the University;
   (iii) student working externally to the University.

8. The report referred to in paragraph 6(i)(c) shall be on a topic approved by the Board on the recommendation of the Head of the School before the end of the third term of Year I. Unless permission to the contrary has been granted, a candidate shall be required to submit his report not earlier than four sessions, and not later than six sessions, from the date of registration.

9. Candidates for the award under the conditions contained in paragraph 6(ii) shall not be considered for the award of the degree until the lapse of four complete sessions from the date from which the registration becomes effective, save that in the case of full-time candidate who has obtained the degree of Bachelor with Honours or who has had previous research experience, this period may with the approval of the Board be reduced by not more than two sessions.

10. Every candidate for the degree shall be required to submit three copies of the report or thesis as the case may be. The thesis shall be presented in a form which complies with the requirements of the University for the preparation and submission of higher degree theses.*

11. It shall be understood that the University retains the three copies of the report or thesis submitted for examination, and is free to allow the report or thesis to be consulted or borrowed. Subject to the provisions of the Copyright Act,

* See Section “C” of the University Calendar.
1968, the University may issue the report or thesis in whole or in part, in photostat or microfilm or other copying medium.

12. For each candidate's report or thesis there shall be at least two examiners, appointed by the Professorial Board on the recommendation of the Board of Vocational Studies, one of whom shall if possible be an external examiner.

13. The award of the degree taken in accordance with paragraph 6 (i) shall depend upon:

   (i) the candidate’s performance in his in-service attachments;
   (ii) the candidate’s performance in the examinations;
   (iii) the quality of the candidate’s report.
DEPARTMENT OF INDUSTRIAL ARTS

The Department of Industrial Arts offers a B.Sc. degree available through full-time study in the general field of Industrial Arts. The subjects required to qualify for the degree are set out elsewhere in this Handbook. At the postgraduate level, the Department offers a course in Industrial Design leading to the award of a Graduate Diploma.

The Subject Matter of Industrial Arts

Through the ages, man has used his intellect, imagination and skill to create useful things. The term “industrial arts” has come to be used to describe these activities.

Man-made objects form a large part of the human environment—shelter, furniture, fabrics, vessels, tools, machines, vehicles and labour-saving devices of many kinds. Although these objects are designed and made primarily for some practical purpose, each individually makes some contribution to the total quality of the environment. Well-designed, well-made things of the practical kind may be considered “works of art”; thus the best products, whether handmade or factory produced are evidence of the industrial arts.

Before the growth of modern industrial society, it was possible to identify the industrial arts with certain skilled occupations, for example, gold and silversmithing, weaving, metalworking, woodworking and pottery. Industrial methods and mass production have changed the forms of intellect, imagination and skill required for the creation of useful objects. Products are now seldom the result of the activity of single individuals, rather they reflect the skills of many people applied through the industrial organisation. The study basic in Industrial Arts is the relationship between man and his material environment. The important elements in this study are man himself, the materials of his environment, the objects he produces and the processes he uses for production.

Such studies can be concerned as much with the useful objects of antiquity as with those of contemporary industrial civilisation. Thus the research activities of the Department of Industrial Arts range from an investigation into the traditional technologies of the ancient cultures to an analysis of the problems of industrial design in contemporary technological society.
The Industrial Arts Course

The course offered by the Department of Industrial Arts is intended to provide a broad understanding of the man-product relationship, with studies in depth of the most relevant areas of knowledge drawn from natural science, technology, social science and other fields. Of central importance is the subject Industrial Arts. The core study in this subject is Tectonic Design. Tectonics is the science and/or art of making things that are both useful and beautiful. Tectonic design is the process whereby materials, functional requirements, appearance, mechanical factors, cost etc. are related and integrated into products which satisfy human needs. The design strand is supported by parallel studies in graphics, materials, education. Graphics — the “visual language” of design — includes a variety of methods of drawing as well as other methods of visual representation, communication and analysis. The other subjects provide specialised information which is needed for the study and teaching of design, in particular, and of industrial arts generally.

Also included are Engineering I and elective studies in the sciences and general studies.

The Industrial Arts course covers the major subject areas included in both the secondary and senior secondary school curricula. After completion of the degree, graduates will be eligible to become certificated by the Department of Education as four-year trained teachers.

The undergraduate degree also provides a sound basic education for people intending to seek employment in the design field. A Graduate Diploma course in Industrial Design is available for those wishing to become professional Industrial Designers in the product design field.

In general, the Industrial Arts course provides a broad education which embraces the sciences, technological studies, the humanities, social sciences, and the arts. Education of this type is becoming increasingly important for employment in semi-technical fields such as technical sales, engineering administration, work study, technical writing and information services.

400. INDUSTRIAL ARTS—FULL-TIME COURSE

Bachelor of Science

A four year course of full-time study leading to the degree of Bachelor of Science (pass or honours).
BOARD OF PROFESSIONAL STUDIES

YEAR 1

1.011 Higher Physics I or  
1.001 Physics I or  
1.041 Physics IC  
2.001 Chemistry I  
5.001 Engineering I  
12.001 Psychology I

<table>
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YEAR 2

4.911 Materials Science  
12.012 Psychology II  
21.011 Industrial Arts I  
21.201 Freehand Drawing  
58.512 Introduction to Education

An elected science subject

10.001 Mathematics I  
10.001 Applied Geography I

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YEAR 3

4.951 Materials Technology  
21.012 Industrial Arts II  
21.211 Drawing and Design  
21.902 Seminar  
58.071 Methods of Teaching IA  
58.513 Education IA*

An elected science subject

10.111A Pure Mathematics II—Algebra  
10.111B Pure Mathematics II—Analysis  
10.211A Applied Mathematics II—Mathematical Methods

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An elected science subject

10.111A Pure Mathematics II—Algebra  
10.111B Pure Mathematics II—Analysis

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An elected science subject

10.211A Applied Mathematics II—Mathematical Methods

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*In 1973 58.402/1 Education IIA, Part 1 will be taken in place of 58.513 Education IA.

†School experience including teaching practice will be additional to these hours.
### YEAR 4*

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<td>Project</td>
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<td>58.072</td>
<td>Methods of Teaching IIA</td>
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<td>10.111C</td>
<td>Pure Mathematics II—Abstract Algebra</td>
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<td>10.112D</td>
<td>Pure Mathematics III—Set Theory</td>
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<td>10.212A</td>
<td>Applied Mathematics III—Numerical</td>
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<td>Analysis plus one of 10.112C, 10.112E or 10.212D.</td>
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*The new syllabus does not apply to students enrolled in Year 4 in 1973. Please consult 1972 Calendar for course outline.

### INDUSTRIAL ARTS—PART-TIME COURSE

Bachelor of Science (Technology)

This course is being progressively discontinued. Students should consult pages B319-B320 in the 1972 Calendar for the course outline.

### 557. INDUSTRIAL DESIGN GRADUATE COURSE

(Graduate Diploma)

The Department of Industrial Arts offers a postgraduate course in Industrial Design leading to the award of a Graduate Diploma. The course provides a broad education in industrial design for those students who hold first degrees. Although it is expected that students will, in general, come from the professions of engineering and architecture, the course has been so structured that graduates with the necessary talents and interests from other disciplines are provided for. According to demand, the course may be available on a full-time basis over one year or on a part-time basis over two years.

† Students are required to undertake such additional field work and clinical studies, averaging 2 hours per week, as may be prescribed by the Head of the School of Applied Psychology.

‡ School experience including teaching practice will be additional to these hours.
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<td>21.511/2G</td>
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</table>
SCHOOL OF LIBRARIANSHIP

The School of Librarianship offers postgraduate training leading to the Diploma in Librarianship (DipLib), the Diploma in Archives Administration (DipArchivAdmin) and the degree of Master of Librarianship (MLib).

DIPLOMA COURSES

Progression in School's Diploma Courses

A candidate who fails in half or more of his subjects will not be permitted to re-enrol unless the Higher Degree Committee of the Board of Vocational Studies grants permission because it considers the circumstances to be exceptional.

559. DIPLOMA IN LIBRARIANSHIP

The course for the Diploma in Librarianship is designed to provide university graduates with a basic education in librarianship and some opportunity to specialize. Candidates must hold a degree, other than in Librarianship, from the University of New South Wales or other approved University, and those enrolling in the two School Libraries subjects must also hold a Diploma in Education or a qualification accepted by the Higher Degree Committee of the Board of Vocational Studies as equivalent. The University is unable, at this stage, to provide facilities for all eligible applicants, and admission is, therefore, competitive.

The course is a one-year full-time programme. In 1971 a revised programme was introduced and is known as the 1971 Course.

The 1970 Course

Details of the 1970 Course, which is being progressively discontinued, are given in the 1970 Calendar. Students registered for the diploma prior to 1971 will be able to satisfy requirements by completing 1970 Course subjects still being offered, or appropriate 1971 Course subjects approved by the Board of Vocational Studies. 1970 Course students must undertake the maximum number of compulsory subjects possible within their programme.

The 1971 Course

Students registering from 1971 onwards will undertake this course. It is made up of five compulsory subjects, four optional subjects and an assignment on an approved topic. The selection of optional subjects must be approved by the Head of the School of
Librarianship, and must generally include two from Group I and two from Group II (55.385 School Libraries I and 55.386 School Libraries II count as three subjects).

**FULL-TIME PROGRAMME***

<table>
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<th>Year 1</th>
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<td><strong>SESSION 1</strong></td>
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<tr>
<td>55.112 Libraries and Information</td>
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<tr>
<td>55.114 Communication and Record</td>
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<td>55.122 Library Materials Selection and Organization</td>
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<td>55.123 Reference Service and Materials</td>
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<td>55.124 Library Administration</td>
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**Optional†**

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<td>55.231 Subject Bibliography: The Humanities</td>
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<td>55.232 Subject Bibliography: The Social Sciences</td>
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<td>55.233 Subject Bibliography: Pure and Applied Sciences</td>
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<tr>
<td>55.236 Subject Bibliography: Law</td>
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<tr>
<td>(Co-requisite 55.238)</td>
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<tr>
<td>55.238 Subject Bibliography: Government Publications</td>
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<tr>
<td>55.371 Literature for Young People</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Group II</th>
</tr>
</thead>
<tbody>
<tr>
<td>55.362 Mechanized Systems for Libraries</td>
</tr>
<tr>
<td>55.373 Public Libraries</td>
</tr>
<tr>
<td>55.378 University and College Libraries</td>
</tr>
<tr>
<td>55.381 Special Libraries</td>
</tr>
<tr>
<td>55.385 School Libraries I</td>
</tr>
<tr>
<td>(Co-requisites 55.371, 55.386)</td>
</tr>
<tr>
<td>55.386 School Libraries II</td>
</tr>
<tr>
<td>(Co-requisites 55.371, 55.385)</td>
</tr>
</tbody>
</table>

560. DIPLOMA IN ARCHIVES ADMINISTRATION

The course for the Diploma in Archives Administration is designed to provide education in the principles and methods of the administration of archives and allied materials, including current records and collections of manuscripts.

* In addition to formal course work there will be occasional field excursions, and students taking 55.385 and 55.386 will be required to serve an attachment to a public library and a school library for the equivalent of 4 hours weekly, or a 4-week block if totally outside of session.

† Not all the optional subjects will necessarily be available each year.
Candidates must hold a degree from the University of New South Wales or any other approved university. Candidates who have not studied Australian history and politics may be required to take a qualifying or concurrent programme approved by the Board of Vocational Studies.

Each candidate will complete the programme of study which may be taken as a full-time course in one year or as a part-time course over two years. Both are day-time courses.

In addition to formal course work there may be excursions to relevant institutions.

<table>
<thead>
<tr>
<th></th>
<th>FULL-TIME</th>
<th>PART-TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>SESSION 1</td>
<td>SESSION 2</td>
</tr>
<tr>
<td>Hours per week</td>
<td></td>
<td></td>
</tr>
<tr>
<td>55.123 Reference Service and Materials</td>
<td>4</td>
<td>—</td>
</tr>
<tr>
<td>55.238 Subject Bibliography: Government Publications</td>
<td>—</td>
<td>2</td>
</tr>
<tr>
<td>55.712 Archives Theory and History</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>55.713 Archives Administration</td>
<td>4</td>
<td>7</td>
</tr>
<tr>
<td>55.714 Information Environment for Archivists and any one of</td>
<td>3</td>
<td>—</td>
</tr>
<tr>
<td>55.231 Subject Bibliography: The Humanities</td>
<td>—</td>
<td>2</td>
</tr>
<tr>
<td>55.232 Subject Bibliography: The Social Sciences</td>
<td>—</td>
<td>2</td>
</tr>
<tr>
<td>55.233 Subject Bibliography: Pure and Applied Sciences</td>
<td>—</td>
<td>2</td>
</tr>
<tr>
<td>55.236 Subject Bibliography: Law</td>
<td>—</td>
<td>—</td>
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<tr>
<td></td>
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<td>PART-TIME</td>
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<tr>
<td>55.123 Reference Service and Materials</td>
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<tr>
<td>55.238 Subject Bibliography: Government Publications</td>
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<tr>
<td>55.712 Archives Theory and History and any one of</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>55.231 Subject Bibliography: The Humanities</td>
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<tr>
<td>55.232 Subject Bibliography: The Social Sciences</td>
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<tr>
<td>55.233 Subject Bibliography: Pure and Applied Sciences</td>
<td>—</td>
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<td>55.236 Subject Bibliography: Law</td>
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<tr>
<td>YEAR 2</td>
<td></td>
<td></td>
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<tr>
<td>55.713 Archives Administration</td>
<td>4</td>
<td>7</td>
</tr>
<tr>
<td>55.714 Information Environment for Archivists</td>
<td>3</td>
<td>—</td>
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<td></td>
<td>7</td>
<td>7</td>
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</tr>
</tbody>
</table>
MASTER OF LIBRARIANSHIP (MLib) (BY RESEARCH)

Conditions

1. The degree of Master of Librarianship (by research) may be awarded by the Council on the recommendation of the Professorial Board to a candidate who has demonstrated ability to undertake research by the submission of a thesis embodying the results of an original investigation.

2. Qualifications
   (i) An applicant for registration for the degree shall—
       (a) have been admitted to an appropriate degree in the University of New South Wales or other approved University at a level approved by the Higher Degree Committee of the Board of Vocational Studies (hereinafter referred to as the Committee) and
       (b) hold the Diploma in Librarianship of the University of New South Wales or possess a qualification accepted by the Committee as equivalent.

   (ii) In exceptional cases an applicant may be permitted to register as a candidate for the degree if he submits evidence of such academic and professional attainments as may be approved by the Committee.

   (iii) Notwithstanding any other provisions of these conditions the Committee may require an applicant to demonstrate fitness for registration by carrying out such work and sitting for such examinations as the Committee may determine.

   (iv) In every case before permitting an applicant to register as a candidate the Committee shall be satisfied that adequate supervision and facilities are available.

3. Registration
   (i) An application to register as a candidate shall be made on the prescribed form which shall be lodged with the Registrar at least six (6) weeks before the commencement of the session in which the candidate desires to commence registration.

   (ii) An applicant shall enrol in one of the following categories—
       —student in full-time attendance at the University;
       —student in part-time attendance at the University;
       —student working externally to the University.
In all cases the proposed course of study shall be submitted to the Head of the School of Librarianship for approval.

(iii) A candidate shall be required to undertake an original investigation on a topic approved by the Committee. A candidate may also be required to perform other work as may be prescribed by the Committee. The Committee shall determine the maximum period of registration.

(iv) The progress of a candidate shall be reviewed annually by the Committee on the recommendation of the Head of the School of Librarianship and as a result of such review the Committee may terminate the candidature.

(v) No candidate shall be considered for the award of the degree until the lapse of three complete sessions in the case of a full-time candidate or four complete sessions in the case of a part-time or external candidate from the date from which registration becomes effective.

(vi) Notwithstanding clause 3 (v) above, the Committee may approve remission of up to one session for a full-time candidate or two sessions for a part-time or external candidate.

4. Thesis

(i) A candidate for the degree shall be required to submit three copies of a thesis embodying the results of the original investigation referred to in 3 (iii) above. The thesis shall be presented in a form which complies with the requirements of the University for the preparation and submission of higher degree theses.

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

5. Examination

(i) A candidate shall give in writing two months' notice of his intention to submit his thesis and such notice shall be accompanied by the appropriate fee.

(ii) For each candidate there shall be at least two examiners appointed by the Committee, one of whom shall be an external examiner.
(iii) A candidate may be required to attend for an oral or written examination.

(iv) Consequent upon consideration of the examiners' reports the Committee shall recommend to the Professorial Board whether the candidate may be admitted to the degree.

6. Fees
An approved candidate shall pay such fees as may be determined from time to time by the Council.

MASTER OF LIBRARIANSHIP (MLib) (BY FORMAL COURSE WORK)

Conditions

1. The degree of Master of Librarianship (by formal course work) may be awarded by the Council on the recommendation of the Professorial Board to a candidate who has satisfactorily completed a programme of advanced study comprising formal course work and including the submission of a report on a project approved by the Higher Degree Committee of the Board of Vocational Studies (hereinafter referred to as the Committee).

2. Qualifications
   (i) An applicant for registration for the degree shall—
       (a) have been admitted to an appropriate degree in the University of New South Wales or other approved University at a level approved by the Committee, and
       (b) hold the Diploma in Librarianship of the University of New South Wales or possess a qualification accepted by the Committee as equivalent.
   (ii) In exceptional cases an applicant may be permitted to register as a candidate for the degree if he submits evidence of such academic and professional attainments as may be approved by the Committee.
   (iii) Notwithstanding any other provisions of these conditions the Committee may require an applicant to demonstrate fitness for registration by carrying out such work and sitting for such examinations as the Committee may determine.
3. Registration

(i) An application to register as a candidate shall be made on the prescribed form which shall be lodged with the Registrar at least six (6) weeks before the commencement of the session in which the candidate desires to commence registration.

(ii) A candidate for the degree shall be required to undertake such course of formal study, pass such examinations and submit a report on a project, as prescribed by the Committee.

(iii) No candidate shall be considered for the award of the degree until the lapse of two sessions in the case of a full-time candidate or four sessions in the case of a part-time candidate from the date from which registration becomes effective. The Committee may approve remission of up to two sessions for a part-time candidate.

(iv) The progress of a candidate shall be reviewed annually by the Committee on the recommendation of the Head of the School of Librarianship and as a result of such review the Committee may terminate the candidature.

4. Project

(i) A report on a project approved by the Committee may be submitted at the completion of the formal section of the course, but in any case shall be submitted not later than one year after the completion of such course.

(ii) The format of the report shall accord with the instructions of the Head of School and shall comply with the requirements of the Committee for the submission of project reports.

(iii) (a) The report shall be examined by two examiners appointed by the Committee.

(b) A candidate may be required to attend for an oral or written examination.

5. Recommendation for Admission to Degree

Consequent upon consideration of the examiners’ reports and the candidate’s other results in the prescribed course of study, the Committee shall recommend to the Professorial Board whether the candidate may be admitted to the degree.

6. Fees

An approved candidate shall pay such fees as may be determined from time to time by the Council.
MASTER OF LIBRARIANSHIP COURSES

As the University's facilities are limited, admission may be competitive.
Not all subjects will necessarily be available each year.

298. MASTER OF LIBRARIANSHIP (BY RESEARCH)

In addition to the thesis requirement, each candidate will complete the following two subjects to be taken in one year:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Session 1</th>
<th>Session 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>55.805G</td>
<td>Issues in Librarianship</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>55.807G</td>
<td>Research Methods in Librarianship</td>
<td>2</td>
<td></td>
</tr>
</tbody>
</table>

892. MASTER OF LIBRARIANSHIP (BY FORMAL COURSE WORK)

Advanced training in librarianship by formal course work is designed to provide education in broad areas of specialization beyond the basic professional level. The present programme of study provides a course for those who will specialize in the application of principles to the organization and management of libraries and library departments.

Each candidate will complete the programme of study which may be taken on a full-time basis in one year and on a part-time basis over two years.

In addition to the formal course work, each candidate will be required to submit a report on a project (55.901G) involving individual study and investigation.

There may be occasional field excursions at times to be arranged.

FULL-TIME PROGRAMME

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>33.501G</td>
<td>Organization and Management Theory*</td>
<td>2</td>
</tr>
<tr>
<td>33.502G</td>
<td>Behavioural Science*</td>
<td>2</td>
</tr>
<tr>
<td>55.801G</td>
<td>Library and Information Services</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Management A</td>
<td></td>
</tr>
<tr>
<td>55.803G</td>
<td>Library and Information Services</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Management B</td>
<td></td>
</tr>
<tr>
<td>55.805G</td>
<td>Issues in Librarianship</td>
<td>0</td>
</tr>
<tr>
<td>55.807G</td>
<td>Research Methods in Librarianship</td>
<td>2</td>
</tr>
<tr>
<td>55.901G</td>
<td>Project Report</td>
<td></td>
</tr>
</tbody>
</table>

* Subject offered by the Graduate School of Business as part of the requirements for the Diploma in Administration.
PART-TIME PROGRAMME

YEAR 1

33.501G Organization and Management Theory* ........................................ 2 2
33.502G Behavioural Science* ................................................................. 2 2
55.801G Library and Information Services
       Management A ...................................................................................... 2 2

YEAR 2

55.803G Library and Information Services
       Management B ...................................................................................... 2 2
55.805G Issues in Librarianship ................................................................. 0 2
55.807G Research Methods in Librarianship ........................................... 2 0
55.901G Project Report

* Subject offered by the Graduate School of Business as part of the requirements for the Diploma in Administration.
The School of Social Work offers a course leading to the degree of Bachelor of Social Work. The degree of Master of Social Work (MSW) is also available, and may be undertaken by course work or by research.

BACHELOR OF SOCIAL WORK (BSW)

This undergraduate course may be taken full-time over four years or part-time over six years. It is designed to prepare students for the professional practice of social work.

The social work profession is primarily focused on problems in man's social relationships — in his interaction with other human beings and with man-made structures. The profession is concerned with the patterns, directions, quality, and outcomes of man's social relationships. It seeks to enhance social functioning by directing its attention both to the capacity of individuals, groups, organizations and communities for effective interaction, and to the contribution of socially-provided resources to social functioning.

Through their professional education, social work practitioners share common knowledge, values and skills. To become a professional person, the social work student needs to be as well informed about broad social welfare problems, policies and provision, and individual, group and sociocultural determinants of behaviour, as he is skilful in the use of social work methods. Members of the profession are particularly concerned that all people are treated with understanding and respect, especially those who are experiencing difficulties in their social living.

The objective of the course is to lay the groundwork for a variety of professional social work tasks. It is concerned with general approaches to problem-solving on a basis of scientific knowledge, professionally accepted values, and skills in interpersonal relations. While each student learns about all the main social work methods—social casework, social group work, community work, administration, and research—special care is taken to ensure that he acquires initial professional competence in at least one. In the later stages of the course the student concentrates upon the professional method of his choice.
The School provides opportunities, both in its regular subjects and in occasional special courses, for experienced social workers to keep abreast of educational developments in their specialized field, or method of work, or in some other field or method in which they have new responsibilities.

Field Education

A fundamental aspect of the course is supervised learning in the field, and this is in fact a basic requirement for the professional recognition of the degree. In the field instruction subjects—Social Work Practice IIB, Social Work Practice IIIB, and Social Work Practice IIIB—a student is under the supervision of a field instructor of the School, usually in a social work agency, while he learns to apply the principles of professional practice in an actual practice setting. From half-way through second year or the third stage of the part-time course, a total of 178 seven-hour days are taken up in this way. About half of these days are scheduled during academic recess periods. A student's four field work placements will be in more than one type of social work setting. Some of the settings used are: medical, psychiatric, family and child welfare, services to the aged, and corrective services. Non-government agencies and agencies at all levels of government are included in the programme.

Admission to the Course

Students should note that lack of facilities has caused restriction on entry to the course. Part-time students admitted are expected to have time available beyond that required by formal class attendance. Both the full-time and part-time courses are day courses.

Progression

Except with the permission of the Head of School, a student may not proceed to the next year of the full-time course, or the next stage of the part-time course, until he has fulfilled all the requirements of the previous year or stage.

Honours

An Honours degree is awarded for superior performance throughout the course, with greater weight being given to later years. There are three classes of Honours—First, Second (Division 1), and Second (Division 2).
403. SOCIAL WORK—FULL-TIME COURSE
Bachelor of Social Work

YEAR 1

<table>
<thead>
<tr>
<th>Hours per week</th>
<th>First Session</th>
<th>Second Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>12.001 Psychology I</td>
<td>5</td>
<td>—</td>
</tr>
<tr>
<td>53.111 Sociology I</td>
<td>3</td>
<td>—</td>
</tr>
<tr>
<td>63.001 Australian Social Organization</td>
<td>3</td>
<td>—</td>
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</tbody>
</table>

and one other subject approved as counting towards the B.A. degree.

YEAR 2

<table>
<thead>
<tr>
<th>Hours per week</th>
<th>First Session</th>
<th>Second Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>63.412 Social Philosophy and Policy</td>
<td>3</td>
<td>—</td>
</tr>
<tr>
<td>63.421 Social Welfare Systems I</td>
<td>3</td>
<td>—</td>
</tr>
<tr>
<td>63.511 Human Behaviour I</td>
<td>6</td>
<td>—</td>
</tr>
<tr>
<td>63.611A Social Work Practice IA</td>
<td>4</td>
<td>—</td>
</tr>
<tr>
<td>63.611B Social Work Practice IB</td>
<td>—</td>
<td>—</td>
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</tbody>
</table>

General Studies Elective 1½ — 1½

* 2-week block in mid-year recess + 2 days a week (no recess) for second half of the academic year—42 days (294 hours).

YEAR 3

<table>
<thead>
<tr>
<th>Hours per week</th>
<th>First Session</th>
<th>Second Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>63.422 Social Welfare Systems II</td>
<td>4</td>
<td>—</td>
</tr>
<tr>
<td>63.512 Human Behaviour II</td>
<td>4</td>
<td>—</td>
</tr>
<tr>
<td>63.612A Social Work Practice IIA</td>
<td>4</td>
<td>—</td>
</tr>
<tr>
<td>63.612B Social Work Practice IIB</td>
<td>—</td>
<td>—</td>
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<tr>
<td>63.621 Social Work Research Methods I</td>
<td>—</td>
<td>2</td>
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</table>

General Studies Elective 1½ — 1½

* 3-week block in February + 2 days a week (no recess) for Session 1—45 days (315 hours).

YEAR 4

<table>
<thead>
<tr>
<th>Hours per week</th>
<th>First Session</th>
<th>Second Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>63.423 Social Welfare Systems III</td>
<td>4</td>
<td>—</td>
</tr>
<tr>
<td>63.613A Social Work Practice IIIA</td>
<td>5</td>
<td>—</td>
</tr>
<tr>
<td>63.613B Social Work Practice IIIB</td>
<td>—</td>
<td>—</td>
</tr>
<tr>
<td>63.622 Social Work Research Methods II</td>
<td>2</td>
<td>—</td>
</tr>
</tbody>
</table>

General Studies Elective** 1½ — 1½

* Part 1: 8-week block in January and February—40 days (280 hours).
Part 2: 3-week block in mid-year recess + 2 days a week (no recess) until the end of November (1 week break for examinations)—51 days (357 hours).

**Not required of students who entered the course prior to 1972.
### Bachelor of Social Work

#### Hours per week

<table>
<thead>
<tr>
<th>Stage</th>
<th>Session 1</th>
<th>Session 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAGE 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12.001 Psychology I</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>53.111 Sociology II</td>
<td>3</td>
<td>3</td>
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<tr>
<td>63.001 Australian Social Organization</td>
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<td>3</td>
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</table>

#### STAGE 2

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>63.412</td>
<td>Social Philosophy and Policy</td>
<td>3 - 3</td>
</tr>
<tr>
<td><em>General Studies Elective</em></td>
<td>1½ - 1½</td>
<td></td>
</tr>
</tbody>
</table>

and one other subject approved as counting towards the BA degree.

* Not required of students who entered the course prior to 1972.

#### STAGE 3

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>63.421</td>
<td>Social Welfare Systems I</td>
<td>3</td>
</tr>
<tr>
<td>63.511</td>
<td>Human Behaviour I</td>
<td>6 - 3</td>
</tr>
<tr>
<td>63.611A</td>
<td>Social Work Practice IA</td>
<td>4 - 4</td>
</tr>
<tr>
<td>63.611B</td>
<td>Social Work Practice IB</td>
<td>- - -</td>
</tr>
</tbody>
</table>

* 2-week block in mid-year recess + 2 days a week (no recess) for Session 2 of the academic year—42 days (294 hours).

#### STAGE 4

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>63.422</td>
<td>Social Welfare Systems II</td>
<td>4 - 4</td>
</tr>
<tr>
<td>63.512</td>
<td>Human Behaviour II</td>
<td>4 - 4</td>
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#### STAGE 5

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<tbody>
<tr>
<td>63.612A</td>
<td>Social Work Practice IIA</td>
<td>4 - 4</td>
</tr>
<tr>
<td>63.612B</td>
<td>Social Work Practice IIB</td>
<td>- - -</td>
</tr>
<tr>
<td>63.621</td>
<td>Social Work Research Methods I</td>
<td>- - 2</td>
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<tr>
<td><em>General Studies Elective</em></td>
<td>1½ - 1½</td>
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</table>

* 3-week block in February + 2 days a week (no recess) for Session 1—45 days (315 hours).

#### STAGE 6

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>63.423</td>
<td>Social Welfare Systems III</td>
<td>4 - 4</td>
</tr>
<tr>
<td>63.613A</td>
<td>Social Work Practice IIIA</td>
<td>5 - 5</td>
</tr>
<tr>
<td>63.613B</td>
<td>Social Work Practice IIIB</td>
<td>- - -</td>
</tr>
<tr>
<td>63.622</td>
<td>Social Work Research Methods II</td>
<td>2 -</td>
</tr>
</tbody>
</table>

*Part 1: 8-week block in January and February—40 days (280 hours).*
*Part 2: 3-week block in mid-year recess + 2 days a week (no recess) until the end of November (1 week break for examinations)—51 days (357 hours).*
The degree of Master of Social Work may be undertaken by research or by formal course work.

The primary requirement for the research degree is the submission of a thesis embodying the results of an original investigation. Candidates are also required to complete the subjects 63.807G Social Policy Analysis and 63.814G Social Planning.

The course work Master's degree is designed to extend the professional knowledge of qualified social workers. Candidates may specialize either in interpersonal helping or in community work and administration. The course will be offered on a full-time basis in 1973, but may in the future be available over two years of part-time study.

Conditions for the Award of the Degree of Master of Social Work (MSW) by Formal Course Work

1. The degree of Master of Social Work (by formal course work) may be awarded by the Council on the recommendation of the Professorial Board to a candidate who has satisfactorily completed a programme of advanced study comprising formal course work and including the submission of a report on a project approved by the Higher Degree Committee of the Board of Vocational Studies (hereinafter referred to as the Committee).

2. Qualifications
   
   (i) An applicant for registration for the degree shall—
       (a) at a level approved by the Committee, have been admitted to the degree of Bachelor of Social Work in the University of New South Wales, or hold equivalent qualifications accepted by the Committee; and
       (b) have had at least one year's professional experience acceptable to the Committee.

   (ii) In exceptional cases an applicant may be permitted to register as a candidate for the degree if he submits evidence of such academic and professional attainments as may be approved by the Committee.

   (iii) Notwithstanding any other provisions of these conditions the Committee may require an applicant to demonstrate fitness for registration by carrying out such work and sitting for such examinations as the Committee may determine.
3. **Registration and Candidature**
   (i) An application to register as a candidate shall be made on the prescribed form which shall be lodged with the Registrar at least six weeks before the commencement of the session in which the candidate desires to commence.
   (ii) A candidate for the degree shall be required to undertake such course of formal study, submit a report on a project, and pass such examinations as prescribed by the Committee.
   (iii) The progress of a candidate shall be reviewed annually by the Committee on the recommendation of the Head of the School of Social Work and as a result of such review the Committee may terminate the candidature.

4. **Project**
   (i) The report on the project approved by the Committee may be submitted at the completion of the formal section of the course, but in any case shall be submitted not later than one session after the completion of such course.
   (ii) The format of the report shall accord with the instructions of the Head of the School of Social Work and shall comply with the requirements of the Committee for the submission of project reports.
   (iii) (a) The report shall be examined by two examiners appointed by the Committee.
   (b) A candidate may be required to attend for an oral or written examination.

5. **Recommendation for Admission to Degree**
   Consequent upon consideration of the examiners’ reports and the candidate’s other results in the prescribed course of study, the Committee shall recommend to the Professorial Board whether the candidate may be admitted to the degree.

6. **Fees**
   An approved candidate shall pay such fees as may be determined from time to time by Council.

### 893. MASTER OF SOCIAL WORK

<table>
<thead>
<tr>
<th>YEAR 1—SESSION 1</th>
<th>Hours per week</th>
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<tbody>
<tr>
<td>63.622 Social Work Research Methods II</td>
<td>2</td>
</tr>
<tr>
<td>*63.801G Advanced Social Work Practice I (Interpersonal Helping)</td>
<td>4</td>
</tr>
</tbody>
</table>

*To be taken only by students specialising in Interpersonal Helping.*
*63.803G Advanced Social Work Practice I (Community Work and Administration) ........................................ 4
63.805G Issues for the Social Work Profession .................................................. 1
63.806G Behavioural Science Seminar ............................................................. 1
63.807G Social Policy Analysis ........................................................................... 2
63.808G Interpersonal Competence Seminar ..................................................... 1
63.809G Project .................................................................................................. 7

YEAR 1—SESSION 2

*63.802G Advanced Social Work Practice II (Interpersonal Helping) ......................... 4

†63.804G Advanced Social Work Practice II (Community Work and Administration) ................. 4
63.808G Interpersonal Competence Seminar ..................................................... 1
63.809G Project .................................................................................................. 7
63.811G Practice Theory and Social Welfare Organisation ........................................ 2
63.812G Project Seminar ...................................................................................... 2
*63.813G Practice Applications of Contemporary Behavioural Science ...................... 2

†63.814G Social Planning ...................................................................................... 2

* To be taken only by students specialising in Interpersonal Helping.
† To be taken only by students specialising in Community Work and Administration.

Conditions for the Award of the Degree of Master of Social Work (MSW) by Research

1. The degree of Master of Social Work (by research) may be awarded by the Council on the recommendation of the Professorial Board to a candidate who has demonstrated ability to undertake research by the submission of a thesis embodying the results of an original investigation, and who has completed a prescribed programme of advanced study extending over one academic year.

2. Qualifications

(i) An applicant for registration for the degree shall—
   (a) have been admitted to the degree of Bachelor of Social Work at honours standard in the University of New South Wales, or hold equivalent qualifications, or
   (b) have been admitted to the degree of Bachelor of Social Work in the University of New South Wales or hold equivalent qualifications accepted by the
Higher Degree Committee of the Board of Vocational Studies (hereinafter referred to as the Committee) at a level approved by the Committee; and shall have had at least one year's professional experience acceptable to the Committee.

(ii) In exceptional cases an applicant may be permitted to register as a candidate for the degree if he submits evidence of such academic and professional attainments as may be approved by the Committee.

(iii) Notwithstanding any other provisions of these conditions the Committee may require an applicant to demonstrate fitness for registration by carrying out such work and sitting for such examinations as the Committee may determine.

(iv) In every case before permitting an applicant to register as a candidate the Committee shall be satisfied that adequate supervision and facilities are available.

3. Registration and Candidature

(i) An application to register as a candidate shall be made on the prescribed form which shall be lodged with the Registrar at least six (6) weeks before the commencement of the session in which the candidate desires to commence registration.

(ii) An applicant shall enrol in one of the following categories:
—student in full-time attendance at the University
—student in part-time attendance at the University
—student working externally to the University.

(iii) In all cases the proposed course of study shall be submitted to the Head of the School of Social Work for approval.

(iv) Every candidate for the degree shall be required
(a) to prepare and submit a thesis on a topic approved by the Committee, embodying the results of an original investigation; and
(b) to carry out a prescribed programme of advanced study extending over one year, as approved by the Committee.

(v) The progress of a candidate shall be reviewed annually by the Committee on the recommendation of the head of the School of Social Work and as a result of such review the Committee may terminate the candidature.
(vi) Unless permission to the contrary has been granted, a full-time candidate shall be required to submit his thesis not earlier than three sessions, and not later than four sessions, from the date of registration; a part-time candidate, not earlier than four sessions, and not later than six sessions, from the date of registration.

4. Thesis

(i) A candidate for the degree shall be required to submit three copies of a thesis embodying the results of the original investigation referred to in 3 (iv) above. The thesis shall be presented in a form which complies with the requirements of the University for the preparation and submission of higher degree theses.

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

5. Examination

(i) A candidate shall give in writing two months' notice of his intention to submit his thesis and such notice shall be accompanied by the appropriate fee.

(ii) For each candidate there shall be at least two examiners appointed by the Committee, one of whom shall be an external examiner.

(iii) A candidate may be required to attend for an oral or written examination.

(iv) Consequent upon consideration of the examiners' reports the Committee shall recommend to the Professorial Board whether the candidate may be admitted to the degree.

6. Fees

An approved candidate shall pay such fees as may be determined from time to time by the Council.
DESCRIPTION OF SUBJECTS

For General Studies booklists and descriptions of subjects please consult General Studies handbook which is available free of charge.

SCHOOL OF PHYSICS

The School of Physics offers most courses at lower and higher levels. The following descriptions refer to lower level courses. A student may substitute a corresponding higher level course, provided that the prerequisites and co-requisites are satisfied.

1.001 Physics I

Aims and nature of physics and the study of motion of particles under the influence of mechanical, electrical, magnetic and gravitational forces. Concepts of force, inertial mass, energy, momentum, charge, potential, fields. Application of the conservation principles to solution of problems involving charge, energy and momentum. Electrical circuit theory application of Kirchoff's Laws to AC and DC circuits. Uniform circular motion, Kepler's Laws and Rotational mechanics.

The application of wave and particle theories in physics. A review of the atomic theory of matter and the structure and properties of atomic nuclei. A molecular approach to energy transfer, kinetic theory, gas laws and calorimetry. The wave theories of physics, transfer of energy by waves, properties of waves. Application of wave theories to optical and acoustical phenomena such as interference, diffraction and polarisation. Interaction of radiation with matter, photoelectric effect, Compton effect, spectroscopy. Resolution of the wave—particle paradox by means of wave mechanics and the uncertainty principle.

TEXTBOOK

Bueche, F. Introduction to Physics for Scientists and Engineers. McGraw-Hill.

REFERENCE BOOKS


1.112A, 1.112B, 1.112C

PREREQUISITES
1.001 Physics I and 10.001 Mathematics I.

CO-REQUISITE
10.211A Mathematical Methods. (A course of special lectures may be substituted for this co-requisite at the discretion of the Head of the School of Physics.)

1.112A Electromagnetism (Session 2)

Electrostatics in vacuum and in dielectrics. Magnetostatics in vacuum and in magnetic materials. Maxwell's equations and simple applications.

TEXTBOOK

1.112B Modern Physics (Session 1)


TEXTBOOK

1.112C Waves in Continuous Media and Thermodynamics (Whole Year)


TEXTBOOKS

1.113A Wave Mechanics and Spectroscopy

PREREQUISITE
1.112B

CO-REQUISITE
1.112C

Concepts; harmonic oscillator; uncertainty principle; the free particle; barriers, the hydrogen atom, many electron atoms, removal of degeneracy; spectroscopy; molecules; periodic potentials; band structure; perturbations.

TEXTBOOK

1.113C Statistical Mechanics and Solid State

PREREQUISITES
1.112B
CO-REQUISITES

1.113A, 1.112C

Thermodynamic potentials, ensembles and partition functions, lattice vibrations, the grand canonical ensemble, Pauli exclusion principle, Bose-Einstein and Fermi-Dirac distributions.

Structure of crystals, imperfections, specific heat. Band theory of solids, semiconductors.

TEXTBOOKS


1.113D Astrophysics and Nuclear Physics

PREREQUISITES

1.112B, 1.113A.

The observational environment, optical astronomy, radio astronomy, X-ray astronomy, stellar evolution, radio sources, the sun. Detecting instruments and accelerators for nuclear particles, radioactive processes, nuclear reactions, angular distributions, mesons, baryons, excited nuclear states.

TEXTBOOK


1.143D Conceptual Framework of Physics

PREREQUISITES

1.112A, 1.112B & 1.112C (this last unit may be taken as a co-requisite in special cases).

Physics and Metaphysics: The place of speculation in theory formation. Space and Time: Systems of coordinates, the nature and arrow of time, parity, micro causality. Fundamental Physical Phenomena: The fundamental phenomena on which physical theories have been based; electrical, gravitational, inertial nuclear and entropy/probability. Field Theory: In particular e.m. and gravitational field theory. Mathematical formalization of physical phenomena, action at a distance, field propagation, field energy, connection to relativity. Relativity: The fundamental postulates, simultaneity, limiting speeds, connection with field theory, mass and energy. Relationship between Micro- and Macro-Cosmos: Divisibility of matter (molecules, atoms, nuclei, nucleon), matter and anti matter, statistical nature of the behaviour of large aggregates or systems, the concept of entropy, the second law of thermodynamics. The place of determinism in physics. Matter and Energy: Conservation laws, inertial mass, equivalence principle, field energy, spatial delimitation of material particles. Theory of Quantum Processes: Granularity effects, uncertainty principle, effects of measurements, virtual processes. Determinism vs. indeterminism in physics, application to nuclear phenomena.

TEXTBOOKS

No prescribed textbooks.
1.113Z Techniques and Design for Experimental Physics

Individual investigation to develop essential practical skills such as electronic assembly and glass-blowing. Individual or small group projects to solve associated practical and theoretical problems. This unit is a preparation for experimental research and is especially aimed to equip prospective physics teachers to devise experiments and design equipment.

TEXTBOOKS
No prescribed textbooks.

N.B. An alternative level III Physics Unit may be substituted for 1.113A, C or D with the approval of the Head of the School of Physics.

SCHOOL OF CHEMISTRY

2.001 Chemistry I

Classification of matter and theories of the structure of matter. Atomic structure, the periodic table and chemical behaviour. Chemical bonds and molecular structure. Equilibrium and change in chemical systems. The structure, nomenclature and properties of organic compounds. Reactions of organic compounds.

TEXTBOOKS

REFERENCE BOOKS
2.002A Chemistry II (Physical Chemistry)

Quantum mechanics; molecular energy and thermodynamics; chemical application of thermodynamics; surface and colloid chemistry.

TEXTBOOKS

REFERENCE BOOKS

PREREQUISITES
2.001 Chemistry I.
10.001 Mathematics I or 10.011 Higher Mathematics I or 10.021 Mathematics IT.
1.001 Physics I or 1.011 Higher Physics I or 1.041 Physics IC.
This unit consists of 6 hours per week for one session.

2.002B Chemistry II (Organic Chemistry)

Chemistry of the more important functional groups: aliphatic hydrocarbons, monocyclic aromatic hydrocarbons, halides, alcohols, phenols, aldehydes, ketones, ethers, carboxylic acids and their derivatives, nitro compounds, amines, and sulphonic acids.

TEXTBOOKS

PREREQUISITES
2.001 Chemistry I.
10.001 Mathematics I or 10.011 Higher Mathematics I or 10.021 Mathematics IT.
This unit consists of 6 hours per week for one session.

2.002C Chemistry II (Inorganic/Analytical Chemistry)

Chemistry of non-metals: chemistry of typical metals; transition metals, lanthanides and actinides; introduction to nuclear chemistry. Quantitative inorganic analysis.
TEXTBOOKS

REFERENCE BOOKS

PREREQUISITES
2.001 Chemistry I.
10.001 Mathematics I or 10.011 Higher Mathematics I or 10.021 Mathematics II.

2.003A Chemistry III (Physical Chemistry)
Physico-chemical aspects of spectroscopy—quantum mechanical approach; electronic and vibrational spectra; nuclear magnetic resonance and electron spin resonance spectroscopy. Chemical kinetics—transition state theory; theories of unimolecular reactions; chemistry of excited species.

TEXTBOOKS

REFERENCE BOOKS

PREREQUISITES
2.002A Physical Chemistry.
This unit consists of 6 hours per week for one session.
2.003D Chemistry III (Analytical Chemistry)

Ionic equilibria in solution; advanced qualitative analysis; advanced electrochemical analysis; advanced spectrophotometry; separations and pre-concentrations.

TEXTBOOKS

PREREQUISITES
2.002A Physical Chemistry.
This unit consists of 6 hours per week for one session.

2.003B Chemistry III (Organic Chemistry)

Stereochemistry of acyclic systems. *Alicyclic chemistry*: the synthesis and properties of monocyclic systems, conformational aspects of cyclohexane and related systems, rearrangement reactions and the chemistry of fused and bridged polycyclic compounds.

*Heterocyclic chemistry*: the chemistry of pyridine, quinoline, isoquinoline, and benzopyran and its derivatives. The chemistry of pyrrole, furan, and thiophene and their benzo derivatives. The chemistry of pyrimidine, imidazole, and pyrazole.

TEXTBOOKS

REFERENCE BOOKS
PREREQUISITES

2.002B Organic Chemistry.
This unit consists of 6 hours per week for one session.

2.003C Chemistry III (Inorganic Chemistry)

Molecular structure determination, with particular reference to complex salts, optical activity, crystal structure, systematic chemistry of the lanthanides and transition elements, further chemistry of nitrogen, sulphur and the halogen.

TEXTBOOKS

REFERENCE BOOKS

PREREQUISITES

2.002C Inorganic Analytical Chemistry.

SCHOOL OF METALLURGY

4.911 Materials Science

The atomic structure of metals. The grain structure of metals; origin; modification. Structure of alloys—theory. Structure, properties and heat treatment of commercially important alloys based on aluminium, copper and iron in particular. Corrosion. Control of structure and properties, commercial alloys, materials selection.

TEXTBOOK

REFERENCE BOOK

4.951 Materials Technology


The structure, properties and technology of wood.
5.010 Engineering A

PREREQUISITE
None.


Introduction to Engineering Design: Engineering method, problem identification, creative thinking, mathematical modelling, computer aided design, materials and processes, communication of ideas, the place of engineering in society.

Materials (4.901): An introductory course on the production, structure and properties of the main types of engineering materials, with a brief introduction to the process used in shaping and fabricating them.

TEXTBOOKS
Svensson, N. L. Introduction to Engineering Design. N.S.W. University Press.
Walshaw, A. C. SI Units in Worked Examples. Longman.

REFERENCE BOOKS
Gilchrist, J. D. Extraction Metallurgy. Pergamon.
Guy, A. C. Physical Metallurgy for Engineers. Addison-Wesley.
Harrisberger, L. Engineersmanship. Wadsworth.
Krick, E. V. Introduction to Engineering and Engineering Design. Wiley.
Meriam, J. L. Statics and Dynamics. Wiley.
Newton, J. Extractive Metallurgy. Wiley.

5.030 Engineering C

Engineering Drawing: Fundamental concepts of descriptive geometry, including reference systems, representation of point, line and plane; fundamental problems of position and measurement. Application of descriptive geometry to certain problems arising in engineering practice. Special emphasis on ability to visualize problems and processes involved in their solution. Instruction in the correct use of drawing instruments and the application of drawing standards. Measurements and dimensioning. Orthographic and isometric projections.

TEXTBOOKS
Robertson, R. G. Descriptive Geometry. Pitman.

REFERENCE BOOKS

Production Technology

Description and appraisal of the processes classified as: forming from liquid or solid, material removal, material joining. Machines. Analysis of the primary functions of the machine tools and an appraisal of their limitations. Principles of operation of common machine tools and illustrations of their use.

TEXTBOOK

REFERENCE BOOKS

SCHOOL OF MATHEMATICS

10.001 Mathematics I

Calculus, analysis, analytic geometry, linear algebra, an introduction to abstract algebra, elementary computing.

PRELIMINARY READING LIST
Courant, R. & Robbins, H. What is Mathematics. O.U.P.
Polya, G. How to Solve It. Doubleday Anchor.

TEXTBOOKS
Blatt, J. M. Introduction to Fortran IV Programming. Prentice-Hall.
Shields, P. C. Elementary Linear Algebra. Worth.
REFERENCE BOOKS
Lange, I. H. Elementary Linear Algebra. Wiley.
Spivak, M. Calculus. Benjamin.

10.011 Higher Mathematics I
Calculus, analytic geometry, linear algebra, an introduction to abstract algebra, elementary computing.

PRELIMINARY READING LIST
As for 10.001 plus:
Reid, C. From Zero to Infinity. Routledge.

TEXTBOOKS
Blatt, J. M. Introduction to Fortran IV Programming. Prentice-Hall.
Shields, P. C. Elementary Linear Algebra. Worth.
Spivak, M. Calculus. Benjamin.

REFERENCE BOOKS
As for 10.001 plus:
Abraham, R. Linear and Multilinear Algebra. Benjamin.
Burkhill, J. C. A First Course in Mathematical Analysis. C.U.P.
Crowell, R. H. & Williamson, R. E. Calculus of Vector Functions. Prentice-Hall.
Lang, S. Linear Algebra. Addison-Wesley.
Spivak, M. Calculus on Manifolds. Benjamin.

10.021 Mathematics IT
Calculus, analysis, analytic geometry, algebra, probability theory, elementary computing.

TEXTBOOKS
Blatt, J. M. Introduction to Fortran IV Programming. Prentice-Hall.
Greening, M. G. First Year General Mathematics, N.S.W.U.P.
REFERENCE BOOKS

Mathematics II

Consists of 10.111A, 10.111B and 10.211A.

10.111A Pure Mathematics II—Linear Algebra

Vector Spaces:inner products, linear operators, spectral theory, quadratic forms. Linear Programming: convex sets and polyhedra, feasible solutions, optimality, duality.

TEXTBOOKS
SESSION 1

SESSION 2

REFERENCE BOOKS
Lang, S. Linear Algebra. Addison-Wesley.

10.111B Pure Mathematics II—Analysis

Complex variables: analytic functions, elementary functions, Taylor and Laurent series, integrals, Cauchy's theorem, residues, evaluation of certain real integrals, maximum modulus principles. Linear differential equations of the second order: equations with constant coefficients, power series solutions, Laplace transforms, Bessel functions.

TEXTBOOKS
SESSION 1

SESSION 2

REFERENCE BOOKS
10.211A Applied Mathematics II—Mathematical Methods

Review of functions of two and three variables, divergence, gradient, curl; line, surface, and volume integrals; Green's and Stokes' theorems. Special functions, including gamma and Bessel functions. Differential equations and boundary value problems, including vibrating string and vibrating circular membrane; Fourier series.

TEXTBOOKS
Blatt, J. M. *Introduction to Fortran IV Programming*. Prentice-Hall.

REFERENCE BOOKS
Blatt, J. M. *Basic Fortran IV Programming*. Computer Systems (Aust.).
Smith, G. D. *Vector Analysis Including the Dynamics of a Rigid Body*. O.U.P.

SCHOOL OF PSYCHOLOGY

12.001 Psychology I

An introduction to the content and methods of psychology as a behavioural science, with special emphasis on (a) the biological and social bases of behaviour, (b) learning, and (c) individual differences.

The course includes training in methods of psychological enquiry, and the use of elementary statistical procedures.

*Part A—Theory*

TEXTBOOKS

There is no set text for this course, but students are advised to obtain, as a general reference, an introductory text such as one of the following:—

The following is recommended as an additional text for intending honours students:—

REFERENCE BOOKS


*Part B—Practical*

**TEXTBOOK**

**12.012 Psychology II**
Research Methods and topics selected from the following: Physiological Psychology, Human Information Processing, Abnormal Psychology, Social Psychology, Developmental Psychology, Learning, Personality, Motivation, Psychological Assessment and Perception.

**TEXTBOOKS**
Students should consult Head of School for details.

**12.013 Psychology III**
Research Methods and selected areas are studied at an advanced level. Candidates should select their areas of special study from the following list in consultation with the School of Psychology: Physiological Psychology, Human Information Processing, Abnormal Psychology, Social Psychology, Developmental Psychology, Learning, Personality, Motivation, Psychological Assessment, Perception, Guidance and Counselling, Industrial Psychology, Behavioural Control and Modification, and Psychological Techniques.

**SCHOOL OF ACCOUNTANCY**

**14.001 Introduction to Accounting**
An introduction for non-commerce students to the nature, purpose and conceptual foundation of accounting. Information systems including accounting applications. Analysis and use of accounting reports. Relevance of accounting to managerial and technological functions including planning, decision-making and control.

**PRELIMINARY READING**
TEXTBOOK

14.023 Accounting for Health Administration

Introduction to the fund theory of accounting. The recording of hospital transactions in the various funds and the preparation, analysis and interpretation of historical accounting reports. Internal control, budgeting and cost analysis in the hospital context.

TEXTBOOKS

SCHOOL OF ECONOMICS

15.901 Economics (Health Administration)

An introductory examination of the working of a modern economic system, with some reference to Australian economic institutions and conditions.

The main topics are: consumer demand, cost analysis, market equilibrium, money and banking, pricing of factors of production, investment decisions, international trade, social accounting, social welfare, population trends and policy; and Australian economic institutions, including trade unions, arbitration system, the Tariff Board, the Reserve Bank.

TEXTBOOKS

SCHOOL OF HEALTH ADMINISTRATION

16.001 Management I

Introduction to the theory of administration and management; concepts such as responsibility, authority, supervision, organization, delegation and control; decision-making, aids to decision-making; nature and place of communication in management.
16.002 Management II

An introduction to general systems theory, and an examination of health care organizations as open socio-technical systems. Systems analysis. Operations research methods and the applications of these techniques to health care decision-making. A basic introduction to computer technology and the uses of computers in health services management. Hospital and health information systems.

16.003 Management III

Extends the principles introduced in Management I and Management II into the operation and management of health services. Examines concepts of health, systems theory and health, planning health systems and managerial functions in health services and hospital settings.

16.101 Comparative Health Care Systems

A comparative study of American, English and other selected health services, using the same bases as 16.801. The Australian Health Care System in relation to: public health services; personal health services; hospital services, comparing the roles of government and private enterprise; health manpower; financing; legislation; regionalisation; organizational developments.
TEXTBOOKS

REFERENCE BOOK

16.201 Law I
Introduction to the Australian legal system; the formal sources of law, the judicial process; rules of statutory interpretation; the nature of federation; the division of powers between the Commonwealth and the States; the Social Services power; introduction to the law of contract, insurance and bailment contracts; introduction to the law of tort, employers’ liability, tort of negligent advice.

TEXTBOOKS

16.202 Law II
General principles of the law of tort, vicarious liability; the “foreseeability” test, recent decision thereon; principles of medical negligence, law relating to consent and the principle of necessity; law relating to illegal operations; the liability of hospitals; occupiers' liability, industrial law, the Federal and State systems, industrial relations; workers' compensation; important Commonwealth and State legislations.

TEXTBOOKS

16.301 Political Science
A general introduction to the study of politics, with special reference to Australian political institutions and administrative practices. Topics covered include the following: Concepts and theories of politics; Australian political institutions and the party system. The constitution and intergovernmental financial and legal relations; public administration with special reference to the Commonwealth and New South Wales public services.

TEXTBOOKS
16.302 Social Administration

An historical overview of the development of social welfare policy in Australia with particular regard to income security and social service benefits. The present structure of social welfare services in Australia and other countries; current policy issues.

TEXTBOOK

REFERENCE BOOKS

16.601 Behavioural Science I

A general introduction to individual and group behaviour through the study of sociological, psychological and anthropological concepts. There will also be an introduction to the social aspect of exchange processes. As far as possible, the course will tend to integration rather than separation of these various disciplines so that students will learn about human behaviour, rather than learning psychology, sociology or anthropology.

TEXTBOOKS

REFERENCE BOOKS

16.602 Behavioural Science II

A study of one branch of behavioural science, namely the sociology of health. Students will consider the social role of medicine in our society, the nature of patient-healer relationships, the hospital as a social system, the processes of becoming a patient, illness as a social role, aspects of social class and status as they affect relationships in the health care system, social consequences of medical diagnosis and labelling, medical politics, and the place in society and in the health system of such special groups as the physically and mentally handicapped, the aged.

TEXTBOOKS
REFERENCE BOOKS

16.701 Statistics


TEXTBOOKS

16.801 The Australian Health Care System

Historical introduction; the present pattern of health care delivery; environmental health services; institutional care; community health services for special groups; specialised and supporting services; health service personnel; health service finance; critique of the Australian health care system.

TEXTBOOK

REFERENCE BOOKS

16.921 Health Care Planning I

Health planning concepts; the determinants of provision; environmental health planning; planning for maternal and child health; health care planning for youth; services for the working population and the aged; planning to meet the needs of special groups; planning for the integration and evaluation of services.

TEXTBOOK
REFERENCE BOOKS

16.922 Health Care Planning II
The planning and design process; composition and responsibilities of planning teams; briefing, proposal and approval of design projects; history of hospital design; planning for change and growth; national, regional and local planning requirements; location and siting of health care facilities; organizational requirements of hospital layout; supply and communication requirements; environmental design and safety; ergonomics of hospital equipment; hospital building structures and engineering services; building and equipment maintenance; modernisation and efficiency; building contract management; cost planning; commissioning and evaluation.

TEXTBOOKS
Great Britain, Department of Health & Social Security, Capricode (Hospital Building Procedure Notes), DHSS, 1971.

16.923 Health Care Planning III
Planning and design for particular functions in health care facilities; nursing units, patient's room and equipment design; general and special nursing units; diagnostic and treatment facilities; outpatients and emergency services; health centres and G.P. surgeries; administrative, educational and residential accommodation; supply departments and works services.

TEXTBOOKS

16.901G Health Services Statistics I
Statistical methods and theory; frequency distributions and their description; an introduction to probability; principles of sampling; estimation and hypothesis testing; statistical decision theory; normal, Poisson and binomial distributions; linear regression; index numbers; time series analysis.
TEXTBOOKS

REFERENCE BOOKS

16.902G Health Services Statistics II
The application of statistical methods to problems of management and problems of direct relevance to the health care field. Introduction to operations research (inventory theory, queuing theory, linear programming, PERT and CPM); applications of O.R. to hospital management problems; vital statistics and demography (measures of fertility and mortality, construction and use of life tables); hospital and health statistics; PAS/MAP and other hospital information systems.

TEXTBOOKS

REFERENCE BOOKS

16.903G Health Services Organization
Relates the material presented in Behavioural Science I and Organization Theory I to the hospital and health care environment. Identification of formal and informal structures within the hospital and health services, and analysis of decision-making roles in these services.
REFERENCE BOOKS

16.904G Australian Health Care System

The historical, demographic and epidemiological background to the provision of health care in Australia. The role of the Commonwealth, the States, and other instrumentalities in providing health and hospital services. Financial and economic aspects of the provision of health care. Problems currently besetting the Australian health care system.

TEXTBOOK

REFERENCE BOOKS

16.905G Health Services Accounting

This course commences with an examination of basic theory and concept in relation to health service accounting. Particular attention is given to the interrelationship between statistics and accounting; the nature and use of cost data; budget preparation; co-ordination and integration of budgets; accounting for planning and control; cost finding procedures.

16.906G Hospital Organization and Management I

Analysis of the organizational structure of the hospital and its major components in terms of functions, systems, goals, values, professionalism, co-ordination and innovation. The interaction between management and the physical structure. The planning process and the project team, building siting and design, contract administration, cost planning, environmental design, commissioning and evaluation.

TEXTBOOK
REFERENCES BOOKS
Great Britain, Department of Health & Social Security, Capricode (Hospital Building Procedure Notes), DHSS, 1971.

16.907G Hospital Organization and Management II
Further detailed analysis of the subsystems of the hospital in terms of operation, staffing, design and communication. Planning and design for particular clinical and non-clinical functions and departments.

TEXT AND REFERENCE BOOKS As for 16.906G Hospital Organization and Management I.

16.908G Behavioural Science (Health Administration)
This course is concerned with the social impact of illness upon families and communities; with attitudes towards birth, birth control, health, sickness, healing and death; the relation of culturally determined attitudes to the provision and utilization of health services; relationships between medical, para-medical, and non-medical workers in the health field; problems of health education and deviant social behaviour; the behaviour of the patient.

TEXTBOOKS

REFERENCE BOOKS


16.909G Community Health Planning

Factors determining planning, provision and integration of community health care: environmental health services, provision for the aged, the physically handicapped and the mentally handicapped; occupational hygiene programmes; maternal and child health clinics; school medical and dental services; preventive and screening services; health centres; health education; ancillary services.

**TEXTBOOK**


**REFERENCE BOOKS**


16.910G Comparative Hospitals and Health Services Administration

Systems of hospital and health services in the United Kingdom, the United States of America and other countries; their sources of finance and the media through which it is disbursed; the authority and responsibilities of administrative bodies concerned; the planning of their services; methods of staffing; demographic and other measures of performance; comparisons with the Australian system.

**TEXTBOOK**


**REFERENCE BOOK**


16.911G Health Services Administration I

The essential elements of administration and the tools of management are examined and related to the particular problems of health service administration. Planning organization; staffing; direction; control; decision-making and communication.

**REFERENCE BOOKS**


16.912G  **Health Services Administration II**

Administrative roles and relationships of the medical, nursing and other health service personnel, departmental organization, systems analysis, data processing and information systems.

**TEXTBOOK**

**REFERENCE BOOK**

16.913G  **Health Care Facilities A**

The Australian Health Scheme; the role of the Commonwealth, States and other instrumentalities in providing health and hospital services; authority and responsibility of the administrative bodies; legislation; sources and distribution of finance; planning of services; staffing; integration of services.

**TEXTBOOK**

**REFERENCE BOOKS**

16.914G  **Health Care Facilities B**

Comparative study of health services in various advanced and developing countries; major differences in policy and administration examined in relation to medical, social, political and economic patterns.

**TEXTBOOK**

**REFERENCE BOOK**
16.915G Health Care Facilities C

The organization and function of non-institutional health care facilities are examined. These facilities include environmental health services; domiciliary health and welfare services; provisions for the aged, physically and mentally handicapped; preventive and screening services; programmes of occupational hygiene; maternal and child welfare clinics; school medical and dental services; health education; ancillary services. The integration of services is discussed.

TEXTBOOKS

REFERENCE BOOKS

16.916G Health Care Facilities D

Institutional provision of health care; factors generating content of institutional provision; principles of planning and design as applied to general, special and teaching hospitals and to facilities for community health care and welfare; roles of members of the planning team and methods of communication and co-ordination; the planning process from briefing through planning proposals and construction to contract administration, commissioning, modification and evaluation. Planning and design for particular clinical, administrative and supply functions. Environmental factors in design and operation of buildings.

REFERENCE BOOKS
Great Britain, Department of Health & Social Security, Capricode (Hospital Building Procedure Notes), DHSS, 1971.
16.917G Personnel Practice (Health Administration)

Personnel practice—topics include recruitment and selection policies and methods; training; performance evaluation; work measurement; wage and salary administration; authority and discipline; service and benefit schemes; interviewing, counselling; safety.

REFERENCE BOOKS
Bailey, N. Hospital Personnel Administration. Physicians Record Co., 1957.

16.918G Health Services Law

Following an examination of the sources and processes of law, students proceed to a consideration of the law relating to public health, hospitals and hospital authorities, welfare services, mental health and medical practice.

TEXTBOOKS

REFERENCE BOOKS

17.011 Human Biology

Mankind evolving—primate evolution; background of early man.
Evolution of technological man—biological problems associated with communication and tool-making; development of man as a hunting predator.
Development of utilisation of natural resources—development of man as a pastoralist and farmer; animal and plant domestication.
Evolution of urban man, culture, society—reproductive biology and genetics of man; population growth, fluctuation, control; natural history of disease, background of medical and industrial microbiology.
Effects of modern society—biology of social stress; effect of society in contemporary environments, planning and control.

TEXTBOOKS
17.021 Comparative Functional Biology

Maintenance of the organism—gas exchange systems in plants and animals; transport inside organisms; uptake, digestions, absorption; enzymes structure and function; photosynthesis—process and structural relationships; metabolic systems, energy yields and pathways.

Developing organisms—sexual reproduction in plants and animals, general life cycle patterns; cell development and differentiation in flowering plants and mammals.

Control and co-ordination in organisms—organisms and water, uptake and effects; control mechanisms, urinary systems and kidney structure and function; stimuli and responses—plant hormones, hormones in vertebrate animals, muscle activity and muscle structure, eye structure and vision mechanism; ear structure and hearing mechanism; nerves, central nervous system, nerve action, brain structure and functioning.

TEXTBOOKS

REQUIREMENTS FOR PRACTICAL WORK

A list of equipment required for practical work will be posted on the notice board in the ground floor of the Biological Sciences Building. Students must purchase this material before the first practical class.

DEPARTMENT OF INDUSTRIAL ARTS

21.011 Industrial Arts I

The nature of rigorous and structural design. The elements of creative design—design as aesthetic order—its relationship to perception theory and measurement of aesthetic judgment—the notion of value and value keys in design. The theory and nature of colour perception. A brief treatment of the historical background of industrial organization in society—the nature of work and some important psychological, sociological and economic factors in man-machine relationships. Basic industrial work situations and an analysis of the methods used to classify and describe them. Man-machine relationships as a problem in design—human qualities in opposition to and in co-operation with machines—an introduction to the problems associated with the transfer of information, energy and matter between man and machine.

Laboratory and Studio—The execution of prescribed projects in various media illustrative of the principles of design. The study and practice of the principal techniques used in work measurement.

TEXTBOOKS

REFERENCE BOOKS
Brochmann, O. *Good and Bad Taste*. Eyre & Spottiswoode, 1955.
Potter, N. What is a Designer? Studio Vista, 1969.

21.012 Industrial Arts II

The principles of three-dimensional design and design analysis. Introduction to product design—visual fundamentals and visual presentation in two and three dimensions—functional and psychological aspects of product design. The theories of work factor systems, basic motion-time study, motion-time analysis, and methods-time measurement with particular reference to their human significance.

Laboratory and Studio—The execution of three-dimensional projects in various media. Projects in product design. Experimental work and directed observation involving the various methods of work analysis.

TEXTBOOKS

REFERENCE BOOKS
Brochmann, O. Good and Bad Taste. Eyre & Spottiswoode, 1955.
*Cardew, M. Pioneer Pottery. Longmans Green, 1969.

*For students specializing in Ceramics.
21.013 Industrial Arts III

The creative process and the factors influencing it—detailed study of and solutions to the problems associated with product design. The philosophy of comprehensive design and its relationship to work—an integrative overview of the attitudes and viewpoints of the designer and the techniques of analysis, synthesis and evaluation currently used. Industrial organization theory—the principal theories of industrial organization from the eighteenth century to the present day. The nature of management and its various functions and methods or organization in western industrial society.

Laboratory and Studio—The execution of advanced problems in product design in various media—analysis and criticism. Field work in industry involving the analysis and evaluation of methods of industrial organization.

TEXTBOOKS

REFERENCE BOOKS
*Cardew, M. Potterery. Longmans Green, 1969.
*Honey, W. B. The Art of the Potter. Faber, 1946.

* For students specializing in Ceramics.
21.201 Freehand Drawing

Teaches the student to see and draw objects as they are, to perceive the structure of natural forms, and to appreciate the causes behind their formation. The practical work in various media, pencil, pen, brush and charcoal, is intended also to develop the ability to express ideas in a visual way. This can later form a basis for the execution of projects in industrial design.

Subjects include: drawing of single objects and groups of objects, figure drawing, drawing from memory, and quick sketching; depiction by line and by light and shade; the principles of free perspective drawing.

TEXTBOOK

REFERENCE BOOK

21.211 Drawing and Design

Advanced problems in engineering or architectural drawing and design. Assignments to be carried out in the studio, but tutorials will be given where necessary.

TEXTBOOK

REFERENCE BOOKS

* For students specializing in Ceramics.
21.902 Seminar.

21.903 Project.

21.501G Industrial Design

This area of the course is drawn from the existing body of knowledge concerning industrial design. In particular, it will emphasise design principles and the main functions, skills and responsibilities of the designer for industry. The subject matter will be communicated through lectures, tutorials and practical assignments, the aims of which will be to give the students a broad view of design in an industrial society, an aesthetic conviction and sensibility and the skills and methods required for the practice of industrial design.

- Historical, social and aesthetic bases of industrial design.
- Design Methodology.
- Design Principles.
- Signs, Symbols and Communication.
- Ergonomics
- Professional, Commercial and Industrial Practice.
- Design Media.

TEXTBOOKS

21.511G Design Projects

Throughout the course the students will be involved in a continuous series of design exercises and projects, graduated in scale and difficulty and with varying emphasis on particular aspects of design technology.

These projects form the central part of the course. The subjects chosen will relate to the current lecture or case study programmes, so that theory and practice can be integrated. Design projects provide an experience in which technology, design method, aesthetics and social need are synthesized and in which interrelationship must be sought and inconsistencies resolved. The student is brought to face problems involving judgment, choice and decision, some of which can be based on objective, analytical study, whilst others will be more subjective, intuitive and emotive.

The projects will be supervised by the academic staff of the Department with assistance from an appropriate practising designer and, when necessary, academic staff from other sections of the University. Tutorials as well as discussions with individual students will arise from the projects, especially during the design development phase. Opportunity will be given for the student to act as a member of a design team.
At the commencement of each design project the students will be briefed in detail as to the intention, and object of the exercise; this brief will also include basic information, controlling factors, a time schedule and requirements for presentation.

21.501G INDUSTRIAL DESIGN and 21.511G DESIGN PROJECTS

TEXTBOOKS

REFERENCE BOOKS

21.521G Seminar

In general, seminars will be devoted to design theory and philosophy and to the presentation by students of papers on design problems. Seminars will be closely integrated with the other sections of the course work. From time to time, such matters as general design problems, current issues in design, unusual design problems and addresses by visiting designers, will also constitute the topics of seminars.

21.531G Creative Art Elective

SCHOOL OF APPLIED GEOLOGY

GEOLOGY, B.Sc. (Education)

25.501 Geology I, B.Sc. (Ed.)

As for 25.111 Geoscience I.

25.111 Geoscience I

*Physical Geology*—The structure and main surface features of the earth; geological cycle—processes of erosion, transportation, sedimentation and


Petrology—Field occurrence, lithological characteristics and structural relationships of igneous, sedimentary and metamorphic rocks. Introduction to coal, oil and ore deposits.

Stratigraphy and Palaeontology—Basic principles of stratigraphy; introductory palaeontology. The geological time scale. The geological history of the Australian continent and more specifically that of New South Wales in introductory outline.

Practical Work—Preparation and interpretation of geological maps and sections. Map reading and use of simple geological instruments. Study of simple crystal forms and symmetry. Identification and description of common minerals and rocks in hand specimen. Recognition and description of examples of important fossil groups. Supplemented by three field tutorials, attendance at which is compulsory.

TEXTBOOKS
Tyrrell, G. W. The Principles of Petrology. Methuen.

REFERENCE BOOKS


The second, third, and fourth years will each consist of a compulsory CORE and a number of ELECTIVES which may be chosen from the list below and unless otherwise specified these electives may be taken in any year of study.

To complete each year the numbers of electives required are: one elective in Second Year, three electives in Third Year and two in the Fourth Year.

25.502 Geology II, B.Sc. (Ed.)

Sedimentary Environments—Sedimentary rock classifications, modes of sediment transport, sedimentary structures and flow regime concepts; fluvial, deltaic and marine environments of deposition, origin and classification of limestones. Evaporite sedimentation.


Field tutorials—Approximately six days will be spent on field activity; attendance is compulsory.

Electives—one elective may be taken from the list below.

TEXTBOOKS

Sedimentary Environments

Australian Stratigraphy

Invertebrate Palaeontology

Petrology
or
or
Mason, B. and Berry, L. G. Elements of Mineralogy. 2nd ed. W. H. Freeman, 1968.
or
or
or

REFERENCE BOOKS

Australian Stratigraphy

Palaeontology


25.503 Geology III, B.Sc. (Ed.)

Advanced Petrology—Parent magmas and differentiation trends in igneous petrology. Metamorphic grade, zones, and facies, ACF and AKF diagrams. Introduction to space groups. Principles of X-ray diffraction. The major non-silicate mineral groups. Practical work: Petrographic examination of representative sedimentary, igneous and metamorphic rocks. Field work: at least two one-day field trips to cover aspects of the above course.

Energy Resources—Coal: The formation of coal and the present environment; sedimentary structures associated with coal seams, maceral concept and coal classification, type and rank, coal utilisation and economics. Practical work: Microscope study of coal in thin and polished section.

Petroleum: Modes of occurrence, reservoir properties, prospecting and formation evaluation; oil fields of Australia; mechanisms and modes of petroleum accumulation. Practical work: Problems in oil field stratigraphic correlation, reserves estimation, structure contouring, map analysis.

Geophysics—An introduction to the physics, shape, structure, constitution and dynamics of the Earth; seismology, gravity, geodesy, geothermy, geomagnetism and palaeomagnetism. Principles of photogrammetry and photointerpretation. Selected air photographs illustrating geological features will be examined and photogeological map will be produced. Colour and infrared aerial photographs.

Field tutorials—Approximately four days will be spent on field activity; attendance is compulsory.

Electives—Three electives may be taken from the list below:

TEXTBOOKS

Advanced Petrology
Joplin, G. A Petrography of Australian Igneous Rocks. A. & R.

Geophysics

REFERENCE BOOKS

Advanced Petrology—As for 25.502, Petrology

Geophysics

25.504 Geology IV, B.Sc. (Ed.)


Project—Consists of a laboratory research project dealing with some aspect of geology related to the individual interests.

Electives—Two electives may be taken from the list below.

TEXTBOOKS

Economic Geology

REFERENCE BOOK

Economic Geology

Electives (to be taken with 25.502, 25.503, 25.504)

The following electives are offered to complete the above requirements:


*Environmental Geology (equivalent to two electives)—Geological resource distribution and the relation to urban development. The ecosystem and its geological constraints; conflicts between mining development and conservation, energy sources and their role in pollution. The estuarine and coastal environments, their ecology and the modifications caused by common pollutants. Extensive field activity and laboratory work form an important part of this course.

*Field Mapping—It consists of a geological survey camp to demonstrate field techniques. It will be of four days' duration during the Second Session.

Australasian Igneous and Metamorphic Rocks—The igneous and metamorphic geology of N.S.W. The igneous and metamorphic evolution of N.S.W. Practical work: preparation and petrographic examination of thin sections of rocks of N.S.W. Field work: at least one field trip to examine rocks discussed in this course.

*Structural Geology—Descriptions of structures, fractures, folds and their structural elements. Introduction to tectonics. Practical work: introduction to stereographic methods.


*Vertebrate Palaeontology—The rise of the vertebrates and the early amphibia; the reptiles. The flying reptiles and the birds. The early primates and the advent of man.

* A minimum enrolment of 6 students is necessary for any of these electives to be offered.

† These electives may be taken either in 25.503 or 25.504; all other electives may be taken in 25.502, 25.503 or 25.504.
TEXTBOOKS

Oceanography

Australian Igneous and Metamorphic Rocks

Structural Geology

Geochemistry

Vertebrate Palaeontology

REFERENCE BOOKS

Oceanography

Environmental Geology
Sinden, J. A., ed. The Natural Resources of Australia. A. & R.

Structural Geology

Geochemistry

SCHOOL OF BIOCHEMISTRY

41.101A Chemistry of Biologically Important Molecules
The chemical properties of amino acids, peptides and proteins, carbohydrates, nucleic acids and lipids, and porphyrins, and the biological roles of these compounds. The nature and function of enzymes. Practical work to illustrate the lecture course.

TEXTBOOKS

REFERENCE BOOK

PREREQUISITES
17.001 General and Human Biology. 2.001 Chemistry I.

CO-REQUISITES
41.101B Metabolism.
This unit is offered in Session 1.

41.101B Metabolism

The intermediary metabolism of carbohydrates, lipids and nitrogenous compounds. The molecular mechanism of gene expression and protein synthesis. Practical work to illustrate the lecture course.

TEXTBOOKS
As for 41.101A.

SCHOOL OF BOTANY

43.101A Genetics and Biometry

Analysis of the mitotic cycle; replication of DNA and its organization in the chromosomes, linkage, non-meiotic recombination; mutation, structural changes, polyploidy, aneuploidy; population genetics; cytoplasmic inheritance; episomes; gene structure and function. An introduction to statistical methods and their application to biological data, including an introduction to analysis of variance and experimental design.

TEXTBOOKS
PREREQUISITES
17.001 General and Human Biology.
This unit is offered jointly by the Schools of Botany and Zoology during Session 1.

43.101B Plant Evolution and Ecology
A study of the evolution of vegetative form and structure of vascular plants; an examination of their organization into terrestrial communities; identification, evolution and distribution of elements of the Australian flora. Students will be required to attend field excursions all of which form an integral part of the course.

TEXTBOOKS

PREREQUISITES
17.001 General and Human Biology.
This unit is offered in Session 1.

43.101C Plant Physiology
A general introduction to the physiology of the whole plant including a consideration of photosynthesis, inorganic nutrition, transport, translocation, physiology of growth and development, and plant growth substances and their application in agriculture.

TEXTBOOKS

PREREQUISITES
17.001 General and Human Biology.
2.001 Chemistry I or
1.001 Physics I* or
1.041 Physics IC*
This unit is offered in Session 2.
* In some circumstances this unit may be taken as a co-requisite.

43.102E Environmental Botany
An introduction to the soil and atmospheric environment in which terrestrial plants exist. Behaviour and response of the flowering plant to its environment, both in nature and agriculture. Students will be required to attend field excursions all of which form an integral part of the course.
PREREQUISITES
17.001 General and Human Biology.
1.001 Physics I or
1.041 Physics IC.
This unit is offered in Session 2.

SCHOOL OF MICROBIOLOGY

44.101 Introductory Microbiology

The general nature, occurrence and importance of micro-organisms. A systematic review of the major groups of micro-organisms: the eucaryotic protista (micro-algae, protozoa and fungi); procaryotic protista (blue-green algae, "higher" bacteria, typical unicellular bacteria and small bacteria-like forms); plant, animal and bacterial viruses. The relationship between micro-organisms and their environment; ecological considerations. Interactions between micro-organisms and higher organisms.

TEXTBOOKS
Pelczar, M. J. & Reid, R. D. Microbiology. 3rd ed. McGraw-Hill, or
[Brock, or Pelczar & Reid, is the first choice if no more microbiology is to be taken.]

PREREQUISITES
17.001 General and Human Biology.

SCHOOL OF ZOOLOGY

45.101A Genetics and Biometry
See under 43.101A.

45.101B Invertebrate Zoology
A comparative study of the major invertebrate phyla with emphasis on morphology, systematics and phylogeny. Practical work to illustrate the lecture course.
Obligatory field camp.
This unit is offered in Session 2.

TEXTBOOK

REFERENCE BOOKS

**PREREQUISITES**

1.001 Physics I or 1.011 Higher Physics I or 1.041 Physics IC.
2.001 Chemistry I.
10.001 Mathematics I or 10.011 Higher Mathematics I or 10.021 Mathematics II.
17.001 General and Human Biology.

**45.101C Vertebrate Zoology**

A comparative study of the Chordata. Morphology, systematics, evolution, natural history, with reference to selected aspects of physiology and reproduction. Practical work to supplement the lecture course. Field excursions as arranged. Obligatory field camp.
This unit is offered in Session 2.

**TEXTBOOKS**


**REFERENCE BOOKS**


**PREREQUISITES**

As for 45.101B above.

**45.101D Field Ecology**

A lecture series on the basic principles of ecology followed by an examination and evaluation of the field methods used to measure the environment and the distribution and abundance of organisms.
This unit is offered as a lecture series (two per week) in Session 2 plus a two week camp in November/December at the University’s Smith’s Lake Field Station.

TEXTBOOK

PREREQUISITES
43/45.101A Genetics and Biometry.

CO-REQUISITES
45.101B Invertebrate Zoology.
or
45.101C Vertebrate Zoology.

45.102A Marine Ecology
A study of the metabolic, regulatory and reproductive activities of marine organisms with particular reference to the physical, chemical and biological environment in which they occur. Both field and laboratory practical work are included.
This unit is offered in Session 1, and consists of 2 hours’ lecture and 4 hours’ laboratory time per week.

TEXTBOOK

REFERENCE BOOKS

PREREQUISITES
As for 45.101B above.

45.102B Animal Behaviour
An introduction to ethology, the biological study of behaviour. Physiological, ecological, developmental and evolutionary aspects of behaviour are examined as important elements of the study of causal factors underlying behaviour. Both field and laboratory work are included.
This unit is offered in Session 2, and consists of 2 hours’ lecture and 4 hours’ laboratory time per week.

TEXTBOOKS
REFERENCES


PREREQUISITES

1.001 Physics I or 1.011 Higher Physics I or 1.041 Physics IC.
2.001 Chemistry I.
10.001 Mathematics I or 10.011 Higher Mathematics I or 10.021 Mathematics IT.
17.001 General and Human Biology.

45.102F Invertebrate Behaviour

Phylogenetic examination of behaviour in relation to the increasing complexity of invertebrates, with emphasis on orientation and movement; feeding, defensive, reproductive, social and rhythmic behaviour. These studies involve both the exogenous and endogenous contributions to invertebrate behaviour.

This unit is normally offered in Session 1 and consists of 2 hours' lecture and 4 hours' laboratory time per week but is not available in 1974.

TEXTBOOK


REFERENCES


CO-REQUISITE

45.101B Invertebrate Zoology.

PREREQUISITES

1.001 Physics I or 1.011 Higher Physics I or 1.041 Physics IC.
2.001 Chemistry I.
10.001 Mathematics I or 10.011 Higher Mathematics I or 10.021 Mathematics IT.
17.001 General and Human Biology.
45.201A Insect Structure and Classification

A comparative study of the internal anatomy and external morphology of insects. Classification and bionomics of major groups and families. A collection of insects is to be made. Practical work to include dissections, a study of mouthparts, wing venations, segmentation, etc. Field excursions as arranged.

This unit is offered in Session 1 and consists of 2 hours' lecture and 4 hours' laboratory time per week.

TEXTBOOK

REFERENCE BOOKS
Imms, A. D. Textbook of Entomology. Methuen.

PREREQUISITES
45.101B Invertebrates.
43.101A/45.101A Genetics and Biometry.

SCHOOL OF SOCIOLOGY

53.121 Sociology IT (a) 14 week course

For students taking only one year of sociology (including 53.121 Sociology IT (b)). An introduction to sociology.

53.121 Sociology IT (b) 14 week course

An extension of the general introduction, demonstrating sociology as a perspective for understanding society and human interaction with emphasis on theoretical and methodological questions.

NOTE: The (a) and (b) courses constitute a double unit, and cannot be counted separately. The (a) course is a prerequisite for the (b) course.

TEXTBOOKS
Students are advised not to buy any books until they are enrolled in tutorial groups.

SCHOOL OF LIBRARIANSHIP

55.112 Libraries and Information

The role of the library in the total communication system of society, as an agency for the preservation, dissemination and development of knowledge and information. The history of libraries and their involvement in social and technological change. The provision, functions and services of
various types of library with particular reference to the Australian environment. The role of the librarian in the library and in the information process; the library profession. Librarianship in relation to information science.

REFERENCE BOOKS

55.114 Communication and Record

The communication process. The development of various kinds of record to serve communication and to preserve knowledge. The development of printing and the book, and of other forms of record. The effects of recent technical innovations in transmitting and recording information. Reprography in relation to the diffusion of knowledge and to libraries. The mass media and their role in communication. The inter-relationships of the printed word, reading and the mass media.

REFERENCE BOOKS

55.122 Library Materials Selection and Organization

The selection and acquisition of library materials in all physical forms. The book trade and other sources of supply. The cataloguing, classification, indexing and circulation of materials in relation to the needs of users. The role of mechanization and automation.
TEXTBOOKS


REFERENCE BOOKS


55.123 Reference Service and Materials

(a) Information sources, especially reference books, and their uses in library processes and reader services. Using publications to provide information at various levels in different library situations. (b) The bibliography as a record of publication in the mass and as a guide to individual items. National, trade and subject bibliography. Indexes and abstracts. (c) Reference books not limited to a particular subject; publication methods, coverage, organization of content, studied in relation to purpose and use. (d) The principles and methods of reference work. Its place in the total information network and in library service. Question analysis, search strategy and presentation of results to the user. The relationship of traditional reference methods to the design of mechanized information retrieval systems.

TEXTBOOK


REFERENCE BOOKS


**55.124 Library Administration**

The principles of administration and their application to libraries. Setting library objectives and measuring library achievement. Tools and methods of administration. The management of library staff and library finance. Administrative implications in the provision of library services and the adoption of techniques including electronic data processing. The authority relationships of libraries; the library in the political process.

**TEXTBOOK**


**REFERENCE BOOKS**


**Subject Bibliography: The Humanities; The Social Sciences; Pure and Applied Sciences; Law; Government Publications**

The structure of the literature, with special reference to the information and research needs of users. Publications embodying original work, criticism, exposition, popularisation. The major reference works in the field. Important collections in libraries, and other sources of publications and information. Problems of availability of resources.

**55.231 Subject Bibliography: The Humanities**

**REFERENCE BOOKS**

55.232 Subject Bibliography: The Social Sciences

REFERENCE BOOKS


55.233 Subject Bibliography: Pure and Applied Sciences

REFERENCE BOOKS


Hutchins, W. J. The Language Barrier: a study in depth of the place of foreign language materials in the research activity of an academic community. Univ. of Sheffield, Postgraduate School of Library and Information Science, 1971.


55.236 Subject Bibliography: Law

TEXTBOOK

REFERENCE BOOKS

55.238 Subject Bibliography: Government Publications

TEXTBOOK

REFERENCE BOOKS

55.362 Mechanized Systems for Libraries

Systems analysis and design for libraries. The application of electronic data processing techniques to the control of library systems for acquisitions, serials processing, circulation control and for the production of library catalogues.

Computers and allied hardware. Basic concepts of programming with emphasis on the type of programming problems encountered in library automation and document organization. Programming languages and their suitability for the solution of library problems.

Principles and methods of information indexing, storage and retrieval for machine systems. Automatic indexing.

The state of automation in libraries and the impact on libraries of mechanized information systems such as MARC, MEDLARS, Chemical Abstracts Service, and of experiments in on-line systems such as Project INREX.
55.371 Literature for Young People

A survey of printed materials for children and young adults in relation to their needs, interests and abilities. Criteria for evaluation and selection for library collections. Use of materials in reading guidance with children and young adults.

REFERENCE BOOKS


55.373 Public Libraries

The purpose of the public library in the community examined through (a) a comparative study of public library services with emphasis on
special programmes of service to adults, young adults and children; (b) surveys and plans for the introduction of library service to specific regions.

REFERENCE BOOKS


55.378 University and College Libraries

Trends and developments in tertiary education in relation to the purposes and functions of university and college libraries.

The library's response to the university environment and to the library user through its resources and services.

REFERENCE BOOKS

Association of University Teachers. The University Library. Association of University Teachers, 1964.


55.381 Special Libraries

The nature of special libraries and the environments in which they operate. The evolution of the special library. The relationships of the special library to its parent organization, to its users and to other sources of information. The functions of the special library and their translation into appropriate services. Systems and techniques relevant to special libraries including mechanized information systems. Staffing, siting, planning special libraries. Measurement of special library effectiveness.

REFERENCE BOOKS


53.385 School Libraries I

The information environment of educators. Educational issues and their effect on libraries. The development of the role of the library in the school in relation to educational thought and practice.

The provision, administration and organization of school library resources and services on national, state and local levels.

The roles of school and public libraries and the community library concept.

TEXTBOOKS


REFERENCE BOOKS


55.386 School Libraries II

Subject curriculum studies in relation to the selection of materials and library programmes. Materials studies in relation to the range and type of materials and their application to curriculum subjects.

The compilation of subject bibliographies.

Media production and services in relation to subject curriculum studies.

Methods of individual and group reader education and the teaching of library skills.

REFERENCE BOOKS


55.712 Archives Theory and History


TEXTBOOK

REFERENCE BOOKS
Castles, A. C. An Introduction to Australian Legal History. Law Book Co., 1971.
Geeves, P. Local History in Australia. 2nd ed. R.A.H.S., 1971.

55.713 Archives Administration

(a) Relations between archive-creating bodies and archives institutions. Commercial and legal practice, forms and terminology relevant to the understanding of archives. The elements of records management.

(b) Archives management: acquisition, arrangement and description, the publication of finding aids, the application of automation, microcopying. Conservation of materials. Repository planning.
(c) The principles of administration and their application to archives and institutions.
(d) Service to users of archives, including questions of access and copyright. Publication of archives.

TEXTBOOKS

REFERENCE BOOKS

55.714 Information Environment for Archivists

Information sources which supplement archives: academies, learned societies, institutions including libraries, galleries and museums. Libraries of various types studied in relation to the needs of archivists; acquisition of materials by purchase, gift, exchange and legal deposit; organization of materials for use. Bibliographical description and national and international documentation standards. Documentary materials in non-book form and their use in research. Dissemination of texts and other types of record by reprography and in microform.

REFERENCE BOOKS

MASTER OF LIBRARIANSHIP

55.801G Library and Information Services Management A

Legislative and financial aspects of library provision. Libraries in the political process. Authority relationships and the nature of the library as a bureaucracy.

Siting and planning of libraries. Patterns of administrative organization in libraries. Position classification and personnel administration. The management of library finances.

55.803G Library and Information Services Management B

The assessment of information needs of various groups and the design of appropriate services. The integration of libraries in information networks.

Applications of operations research and computer technology in library management and in the dissemination of information by other agencies. Evaluation of libraries and other information services.

55.805G Issues in Librarianship

Contemporary issues in librarianship, including the provision of libraries and information by governments and by private enterprise; automation, information, science and libraries; cataloguing, classification and bibliographical control; problems of publication growth and library size; libraries in the social environment.

55.807G Research Methods in Librarianship

The nature, potentialities and limitations of research methods. The evaluation of a number of research programmes in librarianship and information science.
58.016 Seminars

A study of educational issues by means of individually prepared student papers and a variety of small-group discussion techniques including panels, forums and debates.

58.017 Education

A composite subject whose main components are Educational Psychology, Educational Practice, Philosophy and Theory of Education and Sociology of Australian Education.

Educational Psychology

Learning in the classroom. Variables such as growth and development, motivation, personality and group behaviour related to the learning process.

TEXTBOOK

REFERENCE BOOKS

Educational Practice

Classroom organization and practice: individual and group techniques; management; teaching aids (including radio and television). Measurement in education. Curriculum construction and modification. School organization.

TEXTBOOK


REFERENCE BOOKS


Philosophy of Education

Viewpoints on the purposes of education and their relationship to curriculum theory and development. Conceptual studies, connections
between education and general philosophy, and trends in philosophy of education.

REFERENCE BOOKS

Scheffler, I. Philosophy and Education. 2nd ed. Allyn & Bacon, 1966.

Sociology of Education

An investigation of the role of education in Australian society with particular attention given to Australian education systems, inequality and the role of the Commonwealth. A study of adolescent groups including deviants and cultural deprivation. An analysis of social structures in the secondary school and the school in the local community. A study of teacher groups including role and professionalism.

REFERENCE BOOKS

Dunphy, D. Cliques, Groups and Crowds. Cheshire.
Havighurst, R. J. & Neugarten, B. L. Society and Education. Allyn & Bacon, 1967.
The Study of Methods of Teaching

Two method subjects each for an average of 2½ hours per week (3 hours in Session 1 and 2 hours in Session 2) except in the case of Double Teaching Subjects which total 5 hours each per week (6 hours in Session 1 and 4 hours in Session 2). This will comprise lecture-seminars, and individual discussions with master teachers and method lecturers.

Method Subjects

58.021 Commerce Method

REFERENCE BOOKS


58.022 English Method

REFERENCE BOOKS

Flower, F. Language and Education. Longmans, 1966.
Gordon, I. A. The Teaching of English. N.Z.C.E.R.
Mirrielees, L. B. *Teaching Composition and Literature*. Brace, 1952.

**58.023 French Method**

**TEXTBOOK**

**REFERENCE BOOKS**
Finocchiaro. *Teaching Children Foreign Languages*.

**58.024 Geography/Social Studies Method**

**TEXTBOOK**

**REFERENCE BOOKS**
Biddle, D. S. & Collins, K. J. *Geography in the Senior Forms*. Cheshire, for the Victorian and N.S.W. Geography Teachers' Association.


**58.025 German Method**

**TEXTBOOK**


**REFERENCE BOOKS**


Finocchiaro. *Teaching Children Foreign Languages*.


**58.026 Guidance Method**

**REFERENCE BOOKS**


58.027 History Method

TEXTBOOK
Walshe, R. D. & Little, N. A. eds. Ways We Teach History. H.T.A. of N.S.W.

REFERENCE BOOKS

58.028 Library Method

REFERENCE BOOKS

58.029 Mathematics Method

REFERENCE BOOKS
Adler, I. The New Mathematics.
Glenn, W. & Johnson, D. Exploring Mathematics on Your Own. (Series of Booklets). Webster, U.S.A.
N.S.W. Department of Education. Mathematics Syllabi and Notes.
58.031 Spanish Method

58.032 Slow Learner Method

The Slow Learner Method course is designed to prepare secondary teachers of “Activity” classes. These classes are for slow learners with a variety of problems such as mental or scholastic retardation (or a combination of the two). Student teachers taking this course will be prepared as class teachers in English (with special attention to reading), Mathematics and Social Studies, and in addition will study the method of teaching one particular subject (such as History or English) through the full range of secondary school forms. They will have complete promotion possibilities open to them in the secondary school, and will in no way be professionally limited by undertaking work with “Activity” classes in the early stages of their careers.

The Slow Learner Method course has the support of the Department of Education which will be approached to second a part-time lecturer in the subject to the School of Education.

REFERENCE BOOKS

Bassette, G. W. Each One is Different. A.C.E.R. publication.
Bell, P. Basic Teaching for Slow Learners. Muller Educational, 1970.
Cruickshank, W. Psychology of Exceptional Children. Staples, 1956.
Frampton & Gall, E. D. Special Education for the Exceptional. Sargent, 1956.

58.033 Science Method (Double Teaching Subject)

58.034 Science Method (Single Teaching Subject)

TEXTBOOK
58.040 Selected Activities

Classes will also be arranged in some other areas relevant to teacher preparation as for example, Health Education and Physical Education and in subjects in which students have a particular interest such as Comparative Education, Philosophy in Education, Experimental Education, Educational Statistics, Society and Education. The subjects offered will be determined by the interest of students and the availability of staff and facilities.

58.050 Practical Teaching and Observation

A weekly average of seven hours made up of both concurrent weekly practice and block practice.

Education Subjects in Science Education and Industrial Arts

58.401 Education IA


See 58.513 Education IA for text and reference books for Educational Psychology, Philosophy and Theory of Education and Research Methods in Education.

58.071 Methods of Teaching IA (Industrial Arts Course)

Concerned with the application of principles dealt with in Philosophy and Theory of Education, and in Educational Psychology, to the particular case of teaching in the Industrial Arts subject area. For example, the aims of industrial arts teaching are analysed and the provision of effective learning experiences are discussed. There is consideration of the use of practical work, demonstrations by the teacher, audiovisual aids, programmed instruction, and the planning of lessons to incorporate such learning experiences effectively. Classroom management and workshop organisation are also dealt with, as is the teaching of various skills.

School Experience Students will begin teaching practice in their third year. The school experience in that year is designed to give them a gradual introduction to teaching and this will be consolidated in their fourth year.

TEXTBOOK


REFERENCE BOOKS


Friese, J. F. The Role of Industrial Arts in Education. Friese, 1964.

58.072 Methods of Teaching IIA

(For students studying in the Department of Industrial Arts for the Degree of Bachelor of Science.)

This subject deals with curriculum development in Industrial Arts, further discussion of instructional procedures, evaluation of student achievement and the planning and management of facilities. The aims and objectives of Industrial Arts teaching will be considered including reference to the influence of historical, social and technological factors upon them. The selection and sequencing of content will be dealt with as a basis for programming. Principles of evaluation introduced in Educational Psychology will be applied to the case of Industrial Arts and special techniques will be considered. Instructional procedures discussed will include questioning, explanation, exposition, group processes and the use of practical work. The planning and management of facilities will include consideration of the Planning Unit and the Resource Centre in the Integrated Industrial Arts Complex.

TEXTBOOKS


REFERENCE BOOKS

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Cruickshank, W. Psychology of Exceptional Children. Staples, 1956.
Frampton & Gall, E. D. Special Education for the Exceptional. Sargent, 1956.

**58.033 Science Method (Double Teaching Subject)**

**58.034 Science Method (Single Teaching Subject)**

**TEXTBOOK**

58.040 Selected Activities

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TEXTBOOKS


REFERENCE BOOKS

58.031 Spanish Method

58.032 Slow Learner Method

The Slow Learner Method course is designed to prepare secondary teachers of "Activity" classes. These classes are for slow learners with a variety of problems such as mental or scholastic retardation (or a combination of the two). Student teachers taking this course will be prepared as class teachers in English (with special attention to reading), Mathematics and Social Studies, and in addition will study the method of teaching one particular subject (such as History or English) through the full range of secondary school forms. They will have complete promotion possibilities open to them in the secondary school, and will in no way be professionally limited by undertaking work with "Activity" classes in the early stages of their careers.

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Cruickshank, W. Psychology of Exceptional Children. Staples, 1956.
Frampton & Gall, E. D. Special Education for the Exceptional. Sargent, 1956.

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58.034 Science Method (Single Teaching Subject)

TEXTBOOK

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School Experience. Students will begin teaching practice in their third year. The school experience in that year is designed to give them a gradual introduction to teaching and this will be consolidated in their fourth year.

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TEXTBOOKS


REFERENCE BOOKS


Bennett, A. *History of Manual & Industrial Arts, Vols. I & II.*  
Vol. I up to 1870. Bennett, Peoria, Ill.  
Cochran, L. H. *Innovative Programs in Industrial Education.* McKnight’s, Bloomington, Ill., 1970.  
Miller, R. and Smally, L. H. *Selected Reading in Industrial Arts.* McKnight’s, Bloomington, Ill., 1963.  
Silvius, G. H. and Bohn, R. C. *Organising Course Materials for Industrial Education.* McKnight’s, Bloomington, Ill., 1961.  
Silvius, G. H. and Curry, E. H. *Managing Multiple Activities in Industrial Education.* McKnight’s, Bloomington, Ill., 1971.  

**PERIODICALS**  
*Education and Training.* London.  
*Industrial Arts Education.* Institute of Industrial Arts, Sydney.  
*Industrial Education.* Greenwich, Conn.  
*Technical Teacher.* N.S.W. Dept. of Tech. Educ.  

58.402 Education IIA

For text and reference books see 58.502 Education II (Educational Psychology, Sociology of Education, and Philosophy and Theory of Education).

58.513 Education IA

PREREQUISITES
The prerequisite for 58.513 Education IA is 58.512 Introduction to Education.

CO-REQUISITE
58.523 Education IB.

Educational Psychology
Areas considered in this year will be: Learning, motivation, child and adolescent development, group processes, personality and other psychological factors related to learning and instruction.

REFERENCE BOOKS

Educational Practice
Basic aspects of lesson preparation and presentation; principles of classroom management

REFERENCE BOOKS
Philosophy and Theory of Education

This course will deal with curriculum theory and curriculum development, theory in education with reference to educational objectives, and an analysis of values leading to a concept of education. Various concepts will be examined within the context of theory and values, such as: responsibility and punishment, indoctrination, equality, creativity.

REFERENCES

Research Methods in Education

Introduction to the theory and practice of research methods in education in both the parametric and non-parametric fields including: measures of central tendency and dispersion, graphical representation of data, normal curve theory reliability of difference between statistics, correlation, tests and examinations, an introduction to analysis of variance, regression and the nature of experiments.

TEXTBOOK

REFERENCE BOOKS
Sociology of Education

An introduction to the sociology of education. An investigation of the role of education in Australian society with particular attention given to inequality, adolescent groups including a study of deviants and cultural deprivation. A sociological analysis of classroom groups including group interaction, reference group theory and role theory. An analysis of social structure in the secondary school and the school in the local community. A study of teacher groups with particular attention given to role and professionalism.

REFERENCE BOOKS


Dunphy, D. * Cliques, Groups and Crowds*. Cheshire.


Havighurst, R. J. and Neugarten, B. L. *Society and Education*. Allyn & Bacon, Boston, 1967.


Mead, M. *Coming of Age in Samoa*. Pelican.


58.523 Education IB

PREREQUISITES

The prerequisites for Education IB are:
1.011 Higher Physics I or
1.001 Physics I or
1.041 Physics IC and
2.001 Chemistry I and
17.001 General and Human Biology and
25.001 Geology I
58.512 Introduction to Education

CO-REQUISITE
58.513 Education IA.

Science Curriculum and Instruction

This course is concerned with the application of principles dealt with in Educational Psychology and Philosophy and Theory of Education to the particular case of science teaching. For example, the curriculum strand deals with aids of science teaching and with planning and programming of course content and the influence of information above cognitive growth and conceptual patterns upon this. Again, the instruction strand deals with learning in science, e.g. teacher demonstrations, pupil practical work, the use of audiovisual aids, individualised instruction and lesson planning. The teaching of selected topics in Biology, Chemistry, Geology and Physics is commenced and this is developed further in the fourth year.

TEXTBOOK

Reference Books

Teaching Practice
Students will be placed in high schools for one half-day per week to obtain a gradual introduction to the teaching process.

58.502 Education II

Reference Books

**Sociology of Education**

**REFERENCE BOOKS**

McDonald, L. *Social Class and Delinquency*. Faber, 1969.
Mead, M. *Coming of Age in Samoa*. Pelican.
Philosophy and Theory of Education

REFERENCE BOOKS

Science Curriculum and Instruction

TEXTBOOK

REFERENCE BOOKS
58.512 Introduction to Education

The subject starts with an examination of the view commonly held by prospective teachers that their task in the classroom will be simply to teach specific subject matter. Some of the difficulties encountered in the communication of ideas to pupils are considered and a much broader view of the educational process is developed. Psychological, philosophical and sociological perspectives of the teaching-learning situation are discussed.

The subject serves as a basis for study in greater depth of educational psychology, philosophy and theory of education and sociology of education in succeeding years and shows the contribution of each to the practice of teaching. Lectures and seminars are closely related to a series of school visits extending throughout the year.

REFERENCE BOOKS

MASTER OF EDUCATION

58.201G Comparative Education

An examination of important educational problems as they occur in a number of countries, with special reference to South East Asia. Topics will include—the school and the school child, the professional preparation of teachers, technical education, tertiary education, the school and society. Topics treated in Comparative Education will be related to the Australian educational scene.

REFERENCE BOOKS

King, E. J. World Perspectives in Education. Methuen, 1962.
Mallenson, V. An Introduction to the Study of Comparative Education. Heinemann, 1960.
World Yearbook of Education. Evans Bros.

58.202G Educational Planning and Administration

General principles of planning and administration applied to the organization of education. The factors underlying the administration of the Australian educational systems, both government and independent. Particular
problems of Australian education—e.g. centralization of administration, the comprehensive secondary school, access to education, the role of the school inspector, the relationship between the state and independent school systems. The planning of educational programmes in developing countries with which Australia is associated. The economics of educational planning.

REFERENCE BOOKS

58.203G Educational Psychology

In this treatment of conceptualizations of instruction in educational settings, important psychological factors influencing the behaviour of teachers and learners will be investigated. In addition recent published
studies of aspects of classroom learning will be analysed with regard to their contributions to a theory of teaching in selected skill or subject areas.

TEXTBOOK

REFERENCE BOOKS

PRELIMINARY READING FOR THE COURSE
Educational Theory in the Twentieth Century

Concentrates on the views and influence of individual thinkers such as: Dewey, Kilpatrick, Childs, Buber, Berdyaev, Sartre, Russell, A. S. Neill, Homer Lane, Nunn, Riesman, Fromm, Frankl, Maritain, Hutchins, Mannheim, Makarenko. Recent educational theories relating to the curriculum, such as those of Bruner and Schwab. An introduction to modern social theory in relation to education.

REFERENCE BOOKS

58.206G History of Education

(i) History of Western Education. (ii) History of Australian Education. In each part there will be both a study of movements and cultures as well as of distinguished thinkers. Part (i) will provide a background for understanding (ii) Australian education will trace the growth of national education, the relationship between denominational and national systems, the impact of various acts and the work and influence of men such as Wilkins, Parkes, Rusden and Board.

REFERENCE BOOKS


58.207G Philosophy in Education

Relationship between philosophy and philosophy of education; aims of education; traditional theories such as idealism, pragmatism, existentialism;
the relationship between belief and practice, or theory and practice; the notion of education as "practical discourse"; conceptual studies of instruction, indoctrination, critical thinking, creativity etc.; ethical questions such as moral responsibility and character, and the philosophy of punishment; psychological and social aspects of freedom, such as authority and student power, education for aggression or co-operation.

TEXTBOOKS

REFERENCE BOOKS
Gribble, J. H. *Introduction to Philosophy of Education*. Allyn & Bacon, Boston, 1969
58.208G  Child Growth and Development

This is a combined theoretical and practical course which gives a comprehensive coverage of cognitive, personality, social, emotional, moral, language and other aspects of development and individual differences in children. Each aspect is set within the context of contemporary society and education. The concept of development is itself examined, as are the major theories of child study and their basic concepts, assumptions, methodology and research. Course work concentrates on a practical application of research and theory and includes a child study.

REFERENCE BOOKS

Bowlby, J. Maternal Care and Mental Health, 1951.


Spiro, M. *Children of the Kibbutz*. 1965.

58.210G Science Education

A survey of recent research in science education; discussion of recent thinking about aims, theories of cognitive growth and principles of curriculum development; an examination of new science curricula in Australia and overseas in the light of the information thus gained.

REFERENCE BOOKS


Sociology of Education

The methodology of social research including subject matter content of sociology of education, scientific method, and research procedures; the relation between education and society with particular attention given to stratification, social change, equality and inequality of educational opportunity, school systems and minority groups; group structures and dynamics, role theory and reference group theory applied to parent, teacher, and student groups.

REFERENCE BOOKS

Havighurst, R. J. & Neugarten, B. L. Society and Education. Allyn & Bacon, 1967.

58.212G Mathematics Education

An investigation of theories of instruction, theories of cognitive growth and principles of curriculum development; the application of these theories and principles to aspects of a mathematics curriculum; an examination of new mathematics curricula in Australia and overseas in terms of the above theories and principles.

REFERENCE BOOKS

Adler, I. The New Mathematics. Signet.


58.213G—Educational Research I

The design of educational experiments and surveys. The statistical analysis of results. The writing of a report on a research project. The evaluation of published research reports.

REFERENCE BOOKS


58.214G—Educational Research II

The course provides a basis in some depth for applied educational research. Particular attention is given to longitudinal survey research, experimental and quasi-experimental designs in research, and the design and conduct of research projects.

Areas to be considered include theories, models and educational research, experimental and quasi-experimental designs, theory and methods of scaling, analysis of variance, analysis of covariance, multiple correlation and multiple regression analysis, non-parametric statistics used in educational research, applications of computers to data analysis with particular reference to the use of package programmes.

In considering appropriate research procedures, stress is placed on the assumptions underlying the use of each procedure and methods of testing these assumptions.

REFERENCE BOOKS
SCHOOL OF HISTORY AND PHILOSOPHY OF SCIENCE

62.001 History and Philosophy of Science I

The Origins of Modern Science (Session I)

An Introductory course dealing with the main developments in the history of science between 1300-1800. The main emphasis will be on the seventeenth century Scientific Revolution. The course will examine, among other things, the work of Copernicus, Kepler, Gilbert, Harvey, Galileo, Torricelli, Huygens and Newton. The decline of scholastic philosophy and the rise of a new mentality reflected in the writings of Bacon, Descartes and Galileo, will be discussed in some detail. Cartesian and Newtonian physics and the establishment of a mechanistic world view will also be examined.

TEXTBOOKS

REFERENCE BOOKS
The Social History of Science (Session II)

An introduction to the study of the scientific enterprise in its social and cultural context. The course will deal with topics such as: the emergence of the scientific movement in Britain and Western Europe, the relations between the State and the community of science, the nature and functions of scientific societies and academies; the influence of technology on science and of science on technology; science and the State in the twentieth century with special reference to specific problems in the U.S.A., Britain, Soviet Union, Germany, and the developing nations.

TEXTBOOK

REFERENCE BOOKS
Barber, B. Science and the Social Order. Collier.
Lilley, S. Essays on the Social History of Science. Centaurus.

62.002 History and Philosophy of Science II

The Principles of the Philosophy of Science (Session I)

A general introduction to the philosophy of science. Following a preliminary examination of the nature of some of the common forms of argument employed in natural science and mathematics, several of the more central problems of the philosophy of science will be discussed, such as—the structure of scientific theories; the nature of scientific explanation and prediction; the status of scientific laws; confirmation and falsification; the function of models and analogies; the status of theoretical entities; paradigms; and the dynamics of scientific development and change. Historical case studies taken from the post-Newtonian period will be used to illustrate the philosophical issues.

TEXTBOOKS
Hempel, C. G. Philosophy of Natural Science. Prentice-Hall.
Kuhn, T. S. The Structure of Scientific Revolutions. 2nd ed. Chicago U.P.

REFERENCE BOOKS
Selected Topics in the Histories of the Sciences (Session II)

Students will choose two of the following Histories:

(i) The History of Biology

A critical consideration of the Darwin-Wallace theory of evolution and its place in the history of biology. The course will be centered on a detailed analysis of Darwin’s arguments, particularly of *The Origin of Species* and will also relate Darwin’s ideas to the general scientific and intellectual background of the period, in order to show their impact on biological science and other areas of thought.

**TEXTBOOKS**


**REFERENCE BOOKS**

Greene, J. C. *The Death of Adam*. Mentor.

(ii) The History of Chemistry

The establishment of the atomic theory.

The evolution of the atomic theory is traced from the time of Dalton to that of Mendeleef, with a careful examination of the steps leading to the determination of atomic weights, the writing of chemical formulae, the establishment of the valencies of the elements, and the construction of the periodic table.

**TEXTBOOK**


**REFERENCE BOOKS**

Berry, A. J. *From Classical to Modern Chemistry*. Dover.
Cardwell, D. S. L. ed. *John Dalton and the Progress of Science*. Manchester U.P.
Leicester, H. M. *The Historical Background to Chemistry*. Wiley.
Levere, T. M. *Affinity and Matter—Elements of Chemical Philosophy* 1800-1865 O.U.P.

(iii) *The History of Geology*

The history of geology in outline from antiquity to the present, with more detailed consideration of the following topics: the uniformitarian/catastrophist debate in the early nineteenth century; the birth of glacial geology; Kelvin and the age of the earth; the history of the hypothesis of continental drift from Wegener to the present; paradigmatic geology in the first half of the twentieth century; some new directions—geophysics, geochemistry, oceanography, tectonics, paleoecology, Quaternary geology and the evolution of the hominids, lunar geology, environmental geology.

**INTRODUCTORY READING**


**TEXTBOOKS**


**REFERENCE BOOKS**

Chambers, R. *The Vestiges of the Natural History of Creation*. Leicester U.P.
Cloud, P. *Adventures in Earth History*. Freeman.
Greene, J. C. *The Death of Adam*. Mentor.

(iv) *The History of Physics*

A critical study of the origins and development of modern theories of space and time, and matter and radiation. The course will begin with the "two small dark clouds" on the horizon of classical physics, the null result of the Michelson-Morlrey experiment and the ultra-violet catastrophe highlighted in the Rayleigh-Jeans law, and will go on to consider the empirical and theoretical background to the major revolution in the conceptual evolution of physics, which finally resulted in the theories of relativity and quantum
mechanics. The logical structures of these theories will be examined and some famous "paradoxes" will be discussed in order to demonstrate the incomplete nature of some orthodox interpretations of relativistic and quantum phenomena.

Selections from primary sources will be issued by the School.

**TEXTBOOKS**


Silva, A. & Lochak, G. *Quanta*. World University Library.

**REFERENCE BOOKS**


Hoffman, B. *The Strange Story of the Quantum*. Dover.


Prokhovnik, S. J. *The Logic of Special Relativity*, C.U.P.


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**SCHOOL OF SOCIAL WORK**

**63.001 Australian Social Organization**

After an examination of the demographic characteristics of Australia, a number of major organizational areas of Australian society are studied, for example, its organization with respect to industry and commerce, government, the law, religion, and the institutions of social welfare.

The subject calls for extensive reading, associated with regular classroom exercises.

**TEXTBOOKS**


*Commonwealth Legislation*


New South Wales State Legislation
Adoption of Children Act, 1965-1966 and as amended.
Mental Health Act, 1958-1965 and as amended.

REFERENCE BOOKS

63.412 Social Philosophy and Policy

Social policy and administration as a developing subject area overseas and in Australia. The relevance of philosophy.

The analysis of social norms and the underlying values which regulate behaviours in the modern welfare state:
(a) The diverse forms of norms, rules or behavioural prescriptions which exist in this kind of society, and methods of classifying these.
(b) The language and logic of rules.
(c) Societal values and ideologies (social, political, religious), and their relationship to behavioural prescriptions.
(d) The various principles and modes of justification used to support behavioural prescriptions—key social concepts like justice, rights, obligation, equality, democracy, legality, morality.
(e) The need for and limits of rationality.
(f) The values of social welfare.
(g) The values of the social work profession. Professional ethics.

As an exercise in social philosophy and policy analysis, students examine in seminars policy issues under current public discussion in the press, radio, television and parliament.

TEXTBOOKS

REFERENCE BOOKS


Cox, H. *The Secular City*.


63.421 Social Welfare Systems I

The major historical determinants of the pattern of development of social welfare systems in Australia: overseas and local influences.

TEXTBOOKS


REFERENCE BOOKS

Clark, M. Selected Documents in Australian History. 1788-1850 and 1851-1900.
Kewley, T. H. Social Security in Australia: Social Security and Health Benefits from 1900 to the Present. 2nd ed. Sydney U.P.
Organizational Analysis of Social Welfare Systems:

The relevance of organization theory for understanding social welfare systems. Five concepts of organizational level—international, national, community, agency, and professional. Dimensions of the system—goals, the objectives, clients and potential clients, the use and availability of resources (personnel, fiscal and technological), auspice or sponsorship, location, external and internal influences, stability and change, the politics of the system. Policy issues inherent in the range of alternatives within and between dimensions.

Social Welfare Sub-Systems:

A comparative study of the main social welfare sub-systems in an urban industrial society, with particular reference to Australia. Categories of sub-system—defined by a common social goal—income security, health, housing, education, civil and political rights. Each sub-system is studied in terms of its major organizational dimensions, as outlined above, and an attempt is made to evaluate the efficiency and effectiveness of each sub-system.

TEXTBOOKS


REFERENCE BOOKS


Social Welfare Sub-Systems:

A comparative study of the main social welfare sub-systems in an urban industrial society, with particular reference to Australia. Categories of sub-system: Defined by population category—age groups, physical disability, mental disability, sex, ethnicity, war service, religion, socio-legal deviance, geographic location, occupation, economic status.

Each sub-system is studied in terms of its major organizational dimensions. Its efficiency and effectiveness.

Social Welfare Planning:

Different bases of planning and co-ordination:
(a) The relationship between different levels of social organization; functional divisions on the one level of social organization and other linkage questions.

(b) Definition of a social problem as a basis for organization.

Students undertake a project on a selected social problem, studying its definition, incidence, theories of causation, and policies and provision to cope with it.

(c) The role of the social worker and the social work profession in social welfare planning.

The objective in this subject is to develop sound professional judgement in relation to social welfare problems, policies and provision, not to teach social policy practice roles as such.

TEXTBOOKS


63.511 Human Behaviour I

The processes of "normal" growth and development, using a multidisciplinary approach. The maturational phases of the life cycle, beginning with the prenatal period, proceeding to birth, new-born, infancy, pre-school, childhood, adolescence, young adulthood, middle years, old age. The various frames of reference—biological, psychological, and sociological—used to define and interpret the phases. The interaction of physical, intellectual, emotional, spiritual, and social influences and attributes in a human being. Individual "careers"—varying conceptions of effective social functioning and well-being. Particular attention is given to the influence of social structures (e.g. families, groups, organizations, communities, and societies) and social processes on the behaviour of individuals; and also on the behaviour of groups and communities. The nature and changing character of these structures in interaction with individuals, groups and communities. The potential for change in the social functioning of individuals, groups and communities.

Classroom learning is reinforced by observation of behaviour, under simulated and actual life conditions.

TEXTBOOKS


REFERENCE BOOKS


63.512 Human Behaviour II

An interdisciplinary approach to the development of deviant behaviour at various age stages, in individuals, groups and communities—biological, psychological, and social deviance. Concepts of disease and pathology; of social problems—definition, incidence, etiology. Differences and similarities. Classroom learning is reinforced by observation of behaviour, under simulated and actual life conditions.

TEXTBOOKS


63.611A Social Work Practice IA

The analysis of various forms of interpersonal communication with particular emphasis on its behavioural effects; the principles and techniques of interviewing. Emphasis is placed on experiential learning—through role-playing and skill-practice exercises, video-tapes and tape-recordings, students learn preliminary skills in interpersonal helping.

An introduction to social casework—its historical and present level of development, the nature of basic social casework theory.

A brief introduction to the social work methods of social group work, community work, and social welfare administration. Relationships between the major social work methods.

TEXTBOOKS


REFERENCE BOOKS

Under the supervision of a field instructor of the School, usually in a fairly structured social work agency, a student begins to learn to apply the principles of professional practice. The emphasis is on work with a range of clients and of social problems, rather than on depth of experience. The prime purpose is to begin to acquire, in an actual practice setting, skills and responsibility in interpersonal relations.

The duration of this first field placement is 42 working days (294 hours).

REFERENCE BOOKS


Norma Parker’s Record of Service, ed. R. J. Lawrence, Items 50-52 and passim.


63.612A Social Work Practice IIA

One stream deals in turn with further learning in social casework, social group work, community work, and social welfare administration.

A parallel stream considers: The professions in modern industrial societies. The professionalization of social work. The organization of the social work profession in Australia, the U.S.A. and Britain, and internationally—its educational institutions, employing agencies, and professional associations. The size, characteristics, location, objectives, and values of the profession. Current challenges and growing points of the profession.

TEXTBOOKS


63.612B Social Work Practice IIB

Usually as a member of a student unit located in a social work learning experiences which help him to acquire skills mainly in the casework agency and supervised by a field instructor of the school, student has method but with some introduction to group work and community organisation. Stress is placed on gaining self-awareness, understanding of conscious use of self in interpersonal relationships, and skills in problem definition and interpersonal helping. In the course of this placement the student gains understanding and responsibility in job management.

The duration of this second field work placement is 45 days (315 hours).
63.613A Social Work Practice IIIA

Divided into two major concurrent sections. The first section, taken by all students, deals with social welfare administration, followed by a study of social work practice delineated by field, such as the health field, family and child welfare, corrective services.

The second section, which uses a variety of educational methods, concentrates upon gaining professional competence in one of the following social work methods—social casework, social group work, community work, or social welfare administration. The last two of these elective methods can only be taken with the permission of the lecturer concerned.

Social Welfare Administration (General Stream)

TEXTBOOKS

REFERENCE BOOKS

Social Welfare Administration Elective

TEXTBOOKS

REFERENCE BOOKS

Community Work Elective

TEXTBOOKS

Kramer & Specht. eds. *Readings in Community Organization Practice*.

**REFERENCE BOOKS**

Alinsky, S. *Reveille for Radicals*.
*Directory of Services for Older People*. N.S.W. Council on the Ageing.

**Casework Elective**

**TEXTBOOKS**


**Group Work Elective**

**TEXTBOOKS**


**REFERENCE BOOKS**

Berne, E. *Principles of Group Treatment*.
Board of Professional Studies


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63.613B  Social Work Practice IIIB

Part 1—The emphasis in this third supervised field placement is upon field evaluation of aspects of service, using a theoretical basis gained from classroom teaching. For instance, students may devise means to evaluate their own interpersonal practice or the agency's method of delivery of service to clients or the effectiveness of a particular form of social work or social welfare intervention.

The duration of this placement is 40 days (280 hours).

Part 2—Usually as a member of a student unit located in a social work agency and supervised by a field instructor of the School, the student has further learning experiences in the social work method on which he has elected to concentrate in Social Work Practice IIIA.

The duration of this fourth and final placement is 51 days (357 hours).

63.621  Social Work Research Methods I

A general introduction to the philosophical basis of research: relationship between propositions; the nature of concepts and theories; theory and theory building; exploration and prediction; relationships between knowledge research and practice, with particular reference to social work.

Basic statistical procedures: collection and classification of data; descriptive statistics; inferential statistics; non-parametric statistics.

This course provides students with the opportunity to develop competence in the selection and use of appropriate statistical procedures. Emphasis is placed on preparation for third field placement, in which students are required to carry out a statistical analysis of certain aspects of social work practice in at least some of which they are directly involved.

TEXTBOOKS

REFERENCE BOOKS

63.622 Social Work Research Methods II

A general introduction to the design, execution, and evaluation of social work research: principles of experimentation; research design; formulating objectives and hypotheses; sources of data; observations and methods of making them; classifying observations; parameter-statistic relationships, presenting conclusions; evaluative and non-evaluative research; ethical considerations; elementary computer programming.

The objective in this subject is to develop both students' knowledge about how social work research is carried out and their ability to critically evaluate completed research.

TEXTBOOKS

REFERENCE BOOKS

63.801G Advanced Social Work Practice I (Interpersonal Helping)

This course is concerned with existing and established social casework and social group work theory. Various casework and group work models are critically evaluated, particular attention being paid to their local applicability. The notion of interpersonal helping as including both social casework and social group work methods is introduced, emphasis being placed on the integration of the two methods.
63.802G Advanced Social Work Practice II (Interpersonal Helping)

Further detailed analysis of the commonalities of social casework and social group work practice, including the following topics: accountability, sanction and authority, supervision, consultation, teamwork. Interpersonal helping as part of professional social work practice is compared and contrasted with the related practice of other helping professions. An analysis by fields is made of local social work practice; the current situation in each field is examined, special attention being directed to challenges to growth and development in particular fields.

Current controversial views about interpersonal helping are examined, emphasis being placed on problems of integration.

63.803G Advanced Social Work Practice I (Community Work and Administration)

Different types and aspects of organisational theory and various approaches to community analysis. Dimensions and structure of the Australian community, and the organisational arrangements for the delivery of social welfare services. Forces which bring about change and different methods and strategies of directing change and modifying social policy and organisational structure. Laboratory training and field experience designed to increase skills in management and community work process.

63.804G Advanced Social Work Practice II (Community Work and Administration)

This subject builds upon the work in 63.803G dealing with advanced organisational theory and programming and community work method. Special attention is given to practitioner skills in community work and administration looking at common elements and differences between each. In laboratory training and field experience attention is given not only to the acquisition of skills but also to the development of attitudes and values appropriate to the various tasks.

63.805G Issues for the Social Work Profession

Contemporary issues facing the social work profession—its distribution within social welfare services, by professional methods, and geographically; its sex composition; problems of professional organization; international responsibilities; relationships with client and other population groups; relationships with other professions; relationships with other welfare personnel; the profession's priorities.

63.806G Behavioural Science Seminar

Recent and current developments in the behavioural and social sciences.
63.807G Social Policy Analysis

A comparative examination of the development of social policy and social administration as a subject area in Britain, Australia, the United States, and other countries. Boundary problems, characteristic concerns, social policy and economic policy, social policy and the social sciences, the movement towards more systematic analysis.

63.808G Interpersonal Competence Seminar

Through both structured and unstructured group experiences, students have the opportunity to assess and increase their level of interpersonal competence, to develop a greater ability to be empathic with others, and to understand better the dynamics of small groups.

63.809G Project

A research project will be undertaken by each candidate, to be submitted not later than one session after completion of the formal course work. The project will be an original but limited investigation into some area of social welfare.

Each candidate will have a project supervisor.

63.811G Practice Theory and Social Welfare Administration

This course will review the contemporary development in all four methods of social work practice—casework, group work, community work and social welfare administration—and the implications of these developments for the structuring of social welfare services.

Candidates will contribute knowledge of their own elective method gained from Session I and its application to organizational structures.

63.812G Project Seminar

Candidates will be expected to present formally the progress of their projects. This will provide for discussion of projects between candidates and an opportunity to deal collectively with problems encountered.

63.813G Practice Applications of Contemporary Behavioural Science

This subject builds upon the work done in 63.806G. Recent behavioural science theory is applied to social work practice.

63.814G Social Planning

An analysis of social planning processes—task definition, policy formulation, programming, and evaluation and feedback. Australian and overseas examples. The location and scope of planning structures. A critical review of the stage of development of social planning theory.
73.011A  Principles of Physiology

An introductory course in physiology. It considers in some detail the basic problems of homeostasis encountered in man and animals. Function is considered at cellular and systemic levels, and examples are drawn from mammalian and invertebrate species.

TEXTBOOK

PREREQUISITES
17.001 General and Human Biology.
10.001 Mathematics I or 10.011 Higher Mathematics I or 10.021 Mathematics II.
2.001 Chemistry I.
This is a two-unit course that will continue for 6 hours each week throughout the year.