



# Bachelor of Arts (3403)

## Glossary of Terms

### **Assessment**

The process of evaluating learning outcomes, as reflected in the quality of a student's submitted assignments, examination responses, and other kinds of assessment tasks, relative to the standard expected.

### **Award**

A degree, diploma or certificate obtained when a student graduates from a program at UNSW. It recognises the student's successful completion of that program

### **Capstone Course**

A course taken towards the end of a degree designed to draw together the various strands of an undergraduate education. It is an opportunity for students to demonstrate that they have achieved the goals for learning. Typically, capstone activities will incorporate a research project or examination which encourages students to consider the broad context of their discipline.

### **Course**

Also known as a subject, a course is an individual study unit offered within a program and plan (for example, ARTS1450 – Introductory Chinese A). Students enrol in many courses to make up their program of study, made up of compulsory and elective courses. At UNSW, courses are identified by a four character alphabetic prefix which identifies the subject area or specialisation administering the course and a four-digit numeric suffix e.g. ECON1101 Microeconomics 1.

### **Course Authority**

The lecturer who is responsible for the course.

### **Designated Minor**

A field of study that cannot be completed as a major.

### **Discipline**

An area of academic or vocational specialisation, leading to a major or a minor.

### **Double major**

Two approved areas of academic or vocational specialisation that are part of single Program. For example, a student who is enrolled in a Bachelor of Arts Program may chose two areas of specialisation and obtain co-majors in History and International Relations. The two majors can be from two Faculties, provided they are approved.

### **Elective**

Courses that provide the breadth component of a degree program where students are given a choice of courses from across faculties are called electives. Elective units are often made up of unrestricted electives and/or restricted set of elective courses.

**General Education**

Students must complete 12 units of credit selected from courses outside the Faculty of Arts and Social Sciences. This requirement is met if a major or minor not offered by the Faculty is undertaken (e.g. Economics).

**Honours**

It is highest level of training in an undergraduate degree within the Australian tertiary education system in the BA. It is an optional fourth year of intensive study, including a significant research project, after three years of basic undergraduate study. For entry requirements, see individual undergraduate programs.

**Learning Outcomes**

Learning outcomes are explicit statements of what students need to know, understand, or be able to do as a result of completing their chosen course.

**Levels**

Programs are generally structured in a number of 'Levels' of study, requiring students to complete a specified number of units of credit and/or a particular sequence of courses at each stage. Generally, when a student completes their degree program within the normal minimum time, the different stages will correspond with the different years of the student's enrolment (e.g. Level 1 is Year 1, Level 2 is Year 2, etc).

**Major**

It is an approved depth sequence of study in a discipline or an area of academic or vocational specialisation. To qualify as a major, a specific number of courses set out by the faculty must be undertaken to meet the required UoC. Most programs require students to complete a major chosen from a list provided by the faculty.

**Minor**

In some programs, students are required to supplement their study major with a 'minor.' This is a sequence of depth study in a secondary area of specialisation, comprising fewer units of credit than a major. For example, a student enrolled in a Bachelor of Arts might complete a major in Theatre and Performance Studies and a minor in Art History and Theory. Lists of minors are available from faculties.

**Non-designated Minor**

A major from which a student is completing 36 UoC as a minor.

**Pre-requisite**

A pre-requisite is a requirement which must be completed before enrolling in the course or the next level of courses e.g. completing 12UoC of Level I Development Studies courses before progressing to Level II Development Studies courses.

**Program**

It is a combination of compulsory, restricted electives and/or free elective courses which are sequentially organised into plans. Students will enrol in a Program as the first step towards being awarded with a degree, diploma or a certificate. Programs may be undergraduate or postgraduate and are identified by a four-digit numeric code e.g. the program code for the Bachelor of Arts is 3403.

**Program authority**

The program authority is responsible for all matters that affect students enrolled in an award program is the Faculty Student Centre. Students in combined degree programs with the exception of Music/Science and Music/Science (Advanced) and internal combined FASS degree come under the control of the non-Arts Faculty for matters such as academic advising, late withdrawal of courses and leave from the program, although each program authority is separately responsible for certifying that students have satisfied requirements for their particular degree.

**Progression**

Rules and procedures to ensure students can appropriately complete their degree. This can refer to completing the required number of units of credit at each Level, and undertaking the required prerequisites.

In the BA students need to complete at least 30 UoC of Level 1 courses before enrolling in Level 2 courses and no more than 60UoC in total of Level 1 courses excluding requirement. In Faculties that award Pass Degree with Distinction, obtain a minimum of 75 WAM across the program and complete at least 72 UoC in that program at UNSW to be eligible.

**Substitution Rule**

Each Program may have rules allowing substitution of its prescribed courses with other courses to suit the special abilities or needs of individual students. Often such substitution must have prior approval of the Head of School.

**Units of Credit**

Each course at UNSW has a particular load or weighting which is referred to as a unit of credit. Most courses are 6 units in value. The standard annual full-time study load for degree programs is 48 UoC per academic year, or 24 UoC in each of the 1<sup>st</sup> and 2<sup>nd</sup> semesters often totalling 144uoc for a 3 year general undergraduate program. UNSW programs require the successful completion of a certain number of Uoc and fees are also charged on a UoC basis.

**WAM**

The Weighted Average Mark (WAM) is calculated by multiplying the mark obtained for each relevant result by the units of credit of the particular course, adding up the products and dividing by the total number of units of credit for the relevant courses. A 'Term WAM' is calculated for relevant results in a semester, and a separate cumulative WAM is calculated for relevant results over the student's entire program.