Acknowledgements
### Important dates

#### University semester and vacation dates for 2010

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<th>Summer/Winter School lectures</th>
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<tr>
<td>Summer School – December program</td>
<td>Begins: Monday 7 December 2009</td>
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<tr>
<td>Summer School – main program</td>
<td>Begins: Monday 4 January 2010</td>
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<tr>
<td>Summer School – late January program</td>
<td>Begins: Monday 18 January</td>
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<tr>
<td>Winter School – main program</td>
<td>Monday 28 June to Friday 24 July</td>
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#### Semester One

| International student orientation (Semester One) – STABEX | Monday 15 February and Tuesday 16 February |
| International student orientation (Semester One) – full degree | Wednesday 18 February and Thursday 19 February |
| Lectures begin | Monday 1 March |
| AVCC Common Week/non-teaching Easter period | Friday 2 April to Friday 9 April |
| International application deadline (Semester Two) * | Thursday 30 April * |
| Last day of lectures | Friday 4 June |
| Study vacation | Monday 7 June to Friday 11 June |
| Examination period | Tuesday 15 June to Saturday 26 June |
| Semester ends | Saturday 26 June |
| AVCC Common Week/non-teaching period | Monday 5 July to Friday 9 July |

#### Semester Two

| International student orientation (Semester Two) – STABEX | Monday 19 July and Tuesday 20 July |
| International student orientation (Semester Two) – full degree | Wednesday 22 July and Thursday 23 July |
| Lectures begin | Monday 26 July |
| AVCC Common Week/non-teaching period | Monday 27 September to Friday 1 October |
| Last day of lectures | Friday 29 October |
| International application deadline (for Semester One, 2011) * | Saturday 30 October * |
| Study vacation | Monday 1 November to Friday 5 November |
| Examination period | Monday 8 November to Saturday 20 November |
| Semester ends | Saturday 20 November |

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

#### Last dates for withdrawal or discontinuation for 2010

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<tr>
<td>Last day to discontinue without failure (DNF)</td>
<td>Friday 23 April</td>
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<tr>
<td>Last to discontinue (Discontinued – Fail)</td>
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<td>Tuesday 31 August</td>
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<td>Last day to discontinue without failure (DNF)</td>
<td>Friday 10 September</td>
</tr>
<tr>
<td>Last day to discontinue (Discontinued – Fail)</td>
<td>Friday 29 October</td>
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<tr>
<td>Last day to withdraw from a non-standard unit of study</td>
<td>Census date of the unit, which cannot be earlier than 20 per cent of the way through the period of time during which the unit is undertaken.</td>
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<td>Queen's Birthday</td>
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<td>Labour Day</td>
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What is a handbook?
The handbook is an official publication and an essential guide for every student who studies at the University of Sydney. It is an important source of enrolment information. It can also help you with more than just planning your course of study.

As a student at the University of Sydney you need to be aware of course structures and content, who your lecturers are, as well as examination procedures.

You should also become familiar with University policies and faculty rules and regulations. This handbook supplies a lot of this information. It will also point you to places and people around the University who can help with enquiries about library loans, child care, fees, casual employment, places to eat and stay, support groups and much more.

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

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

Where to find information
Course terminology
University terminology, such as 'credit point', 'unit of study', and 'WAM', can be found in the Abbreviations and Glossary chapters, at the back of this handbook.

Dates
The start and finish dates of semester can be found in the front section of the handbook. Summer School and Winter School dates are in the general information section at the back of the handbook.

Contents and index
The comprehensive Contents section at the back of the handbook explains the details you'll find within each chapter.

You'll find information like:
• how and where to contact faculty staff
• how to select your units of study and programs
• a list of degrees
• detailed information on all units of study, classified by unit identifiers (a four-alpha, four-digit code and a title)
• electives and streams
• scholarships and prizes
• information specific to faculties.

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

Colour-coded sections
• Ivory – for undergraduate courses
• Blue – for postgraduate courses

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

These should be read along with the University's own Coursework Rule 2000 (as amended) which is described in the Essential information for students chapter near the end of this book. Together they outline the agreement between student and faculty, and student and University.

General University information
This is information about the University in general, rather than information specific to the faculty. This information is at the back of the book and includes, among other things:
• terminology and abbreviations used at the University
• campus maps to help you find your way around
• Summer School and Winter School information
• information for international students
• student services.

Course planner
You might like to plot the course of your degree as you read about your units of study. Use the planner at the back of this handbook.

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

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

Students with a disability
For accessible (word, pdf and html) versions of this document, see: www.usyd.edu.au/handbooks/handbooks_disability

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

For details on registering with the service and online resources, see: www.usyd.edu.au/disability

Handbook updates
The information in this handbook is current at the time of publication. Further information on University policies, such as plagiarism and special consideration, can be found on the University’s website, along with official handbook amendments.

www.usyd.edu.au/handbooks/handbooks_admin/updates2010

Feedback regarding this handbook is welcome.
info@publications.usyd.edu.au
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To view the latest update, download, purchase or search a handbook visit Handbooks online: www.usyd.edu.au/handbooks
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Welcome to the Faculty of Pharmacy at the University of Sydney. Our faculty has long been recognised as one of the leading centres for Pharmacy education in Australia and enjoys an outstanding national and international reputation for research and innovation.

Students and staff at the faculty continually strive for excellence in their learning, teaching and research and the faculty actively promotes opportunities to allow its students to add new skills and experiences to their personal achievements.

A clear indication of the success of our programs is found in our most recent graduate destination survey, which shows that 96 percent of pharmacy graduates surveyed were employed in full time work within 4-6 months of graduation.

I feel privileged to lead the faculty in my role as Dean, and would encourage all new students to engage fully in university and faculty life from the beginning of semester.

Student life in the Faculty of Pharmacy

As a student in the Faculty of Pharmacy you will be taught by, and interact with, world-renowned academics. As well as being known as leaders in their field, they are highly regarded for their friendly approachable style.

Outside of the lecture theatre you will have access to a wealth of social, sporting and cultural activities organised by student organisations.

The Sydney University Pharmacy Association (SUPA) provides a range of academic, professional and social activities. SUPA representatives, elected by you the student, liaise with faculty staff to provide feedback on the student experience and input into the quality assurance process of the faculty.

Specialist programs

The faculty offers a number of specialist programs designed to help students reach their full potential.

The **Talented Students Program** is offered to undergraduate students of superior academic ability, recognising their exceptional quality and enabling them to realise their full academic potential. Students are given the opportunity to experience a wide range of activities across all disciplines of the pharmacy profession. Each student is assigned an academic staff mentor who facilitates their involvement in their chosen pharmacy-related activities.

The innovative **Blooms Business Skills Program** is offered to students on a voluntary basis, teaching them business management skills in small seminar groups led by pharmacy owners, all highly successful in their field. The program is increasingly popular with students, especially those who are considering owning a pharmacy in the future.

**Summer Vacation Placements** provide students with research experience that might not be available elsewhere in their degree. By gaining a greater understanding of the research process, students are given a preview of what further studies or a career in a research environment might involve.

The **Industry Placements** scheme has been developed to provide 2nd and 3rd Year students with experience in the pharmaceutical industry. Successful applicants undertake work experience for 4 to 8 weeks within local pharmaceutical or veterinary industries in the Sydney area during the summer vacation break.

**New Bachelor of Pharmacy curriculum**

The faculty recently updated the undergraduate curriculum to create a more integrated framework of pharmacy modules to reflect contemporary pharmacy practice and improve industry relevance. Students can choose to major in industrial or rural pharmacy in their final year, and also experience clinical placements and other practical aspects of pharmacy.

**Postgraduate coursework and research opportunities**

The faculty has a graduate entry **Master of Pharmacy** program designed for those who already have a non-pharmacy degree. This two year degree gives students the skills and knowledge equivalent to the Bachelor of Pharmacy and the opportunity to register as a pharmacist.

For those who want to pursue studies in herbal medicines, the faculty has a coursework program leading to a **Master of Herbal Medicines** (Graduate Certificate and Diploma qualifications are also available).

The faculty also offers **Doctor of Philosophy in Pharmacy** for students who wish to focus on a research career or gain the ultimate academic qualification. A **Master of Philosophy in Pharmacy** is also available.

**What can you achieve with a pharmacy degree?**

A degree in pharmacy will take your career to new heights. Pharmacists are an integral part of the healthcare system and have the capacity to directly affect the lives and lifestyles of the people with whom they interact.

Whether you choose to register as a pharmacist, work with the community or in hospital pharmacy, enter the pharmaceutical industry, work for government agencies, contribute to research and academia or specialise in pharmacy in remote and rural communities, you will have the expertise to help improve the health and well being of the nation.

I would like to wish all our students, new and continuing, every success in the coming year and I hope you have a stimulating, productive and rewarding 2010.

Iqbal Ramzan
Dean of the Faculty of Pharmacy
An introduction to Pharmacy

About this handbook
There are three main sections in this handbook:

• General information about the faculty: Chapter 1
• Undergraduate course information: Chapters 2 and 3
• Postgraduate course information: Chapters 4 and 5

Course outlines
The course outline tables set out the required units of study to be undertaken by students in each year of their enrolled course.

Units of study
The units of study section follows the course outline tables in alphabetical order by unit code (for example, BIOL1003).

Details of each unit offered in the current academic year are provided, eg course content, credit points, semester offered and assessment.

FAQs
For more information, see the website www.pharm.usyd.edu.au, where you can find answers to frequently asked questions and comprehensive details about the courses on offer.

A brief history of the Faculty of Pharmacy
Pharmacy at the University of Sydney has an established tradition of excellence in research and scholarship in pharmacy practice and the pharmaceutical sciences. The University's involvement with the education of pharmacists began in 1899. Among the earlier teachers, Horace Finnemore, appointed lecturer in 1927, had a strong research background. However, research in Pharmacy essentially commenced in 1949 with the arrival from the Burroughs Wellcome Laboratories of Roland H Thorp as Professor of Pharmacology and Director of Pharmaceutical Studies, followed by Sydney E Wright in 1950.

From the outset, Wright had the vision to develop active research in the Pharmaceutical Sciences and the programs he initiated were carried on by his associates well into the '80s and '90s. Wright was appointed to the first Chair in Pharmaceutical Chemistry in 1960 upon the introduction of the Bachelor of Pharmacy degree course. This marked the beginning of pharmacy degree programs in Australia.

In the 1990s, the undergraduate program underwent a number of changes, including the introduction of courses in pharmacy practice. In 1996, the department began the transition of the three-year undergraduate degree into a four-year program, with the first graduation of four-year graduates occurring in 2001.

In July 1997, the Herbal Medicines Research and Education Centre (HMREC) was established as part of the Department of Pharmacy to undertake and promote high quality research and education on herbal and complimentary medicines. On 1 January 2000, the Faculty of Pharmacy was established, becoming the first such faculty in Australia.

Demand for undergraduate places in the Bachelor of Pharmacy degree has always been high, with over 1000 prospective students listing pharmacy as their first preference for 2008. Demand for the two year MPharm professional degree is also very strong. With approximately 160 postgraduate coursework and research students, the Faculty has the one of the largest postgraduate pharmacy programs in Australia.

Pharmacy has many collaborative research projects: with other faculties of the University, teaching hospitals, research institutes, the pharmaceutical industry, and with the profession itself.

Research in pharmacy covers a broad spectrum of pharmaceutical and clinical sciences ranging from the design, synthesis, testing and mechanism of action of drugs, through studies on methods of drug delivery and on the fate of drugs in humans and animals, to research on the clinical and sociological aspects of pharmacy.

Sydney University Pharmacy Association (SUPA)
SUPA represents the interests of pharmacy students at the University of Sydney. For over 40 years SUPA has been providing services, organising social events and representing our members on campus, and to the wider profession and community.

What does SUPA do?
• SUPA organises over 12 social events each year, including pub crawls, barbecues, trivia nights, cruises, an annual ski trip, annual ball and more.
• We are often asked to help out at pharmacy events in Sydney, and SUPA coordinates the student participation at such events.
• Similarly, we assist the Faculty of Pharmacy at student information days and open days at the University.
• We sell reference books, textbooks, and dispensing equipment required for the course at substantially reduced prices.
• We organise annual second-hand textbook sales, allowing students to easily buy and sell books from other students.
• We provide student input at the Faculty of Pharmacy's Teaching and Learning Committee.
• Our year representatives present student issues and represent students at staff-student liaison meetings.
• We design and sell merchandise, including the fourth-year jersey and our (in)famous annual t-shirt.
• We coordinate the Pharmacy teams in the interfaculty sporting competitions.
• We are the contact point between pharmacy organisations, such as the Pharmaceutical Society of Australia, and students.
• We can provide you with advice and refer you to the right people for any issues or enquiries you might have as a pharmacy student.
• We publish our newsletter The Mortar on a regular basis.
• We receive several leading pharmacy publications such as Pharmacy News and offer copies to members for free.
• All SUPA members are automatically members of National Australian Pharmacy Students Association (NAPSA), and receive all NAPSA benefits too.
• All members of NAPSA are also members of the International Pharmaceutical Students' Federation (IPSF). This allows our members to gain a national and international perspective, and the associated membership benefits of these larger organisations.
• In conjunction with the PSA Young Pharmacists Group we co-ordinate an annual careers night to educate students on the career opportunities available to them on the completion of their degree.
• We provide support mechanisms to incoming students ensuring transition to university, with a particular focus on the unique challenges that pharmacy students face.

Jan Zdon
SUPA President 2009–10
Email: supa@mail.usyd.edu.au
1. About the faculty

General enquiries
Pharmacy and Bank Building, A15
University of Sydney
NSW 2006 Australia
Phone: +61 2 9351 2320
Fax: +61 2 9351 4391
Email: enquiries@pharm.usyd.edu.au
Website: usyd.edu.au/pharmacy

Information and advice
Student Services Office
Main Office, Pharmacy and Bank Building, A15
Open Monday to Friday, 9am to 5pm
Phone: +61 2 9351 2320 (main line)
Fax: +61 2 9351 4391

Undergraduate enquiries
Phone: +61 2 9351 2320
Email: ug@pharm.usyd.edu.au

Postgraduate enquiries
Phone: +61 2 9351 2320
Email: pg@pharm.usyd.edu.au

Student Services will direct your enquiry to the relevant staff member.

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Room S323
Phone: +61 2 9351 2831
Fax: +61 2 9351 6950

Executive Officer
Room S323
Phone: +61 2 9351 8583
Fax: +61 2 9351 4391

Herbal Medicines Research and Education Centre
Room N411
Phone: +61 2 9351 4435
Fax: +61 2 9351 8538

Pharmacy Practice Foundation
Pharmacy Alumni Association
Phone: +61 2 9351 2668
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Executive Officer
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Chair of Pharmacy Aged Care (Concord Hospital)
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Professor of Pharmacogenomics
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Paul Young, BSc (Hons) UWE Brist. PhD Bath

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Timothy F Chen, BPharm DipPharmPhD, MPS
William Brez Church, BSc (Hons) UNSW DipEd UNE PhD, MRACI
Colin C Duke, BSc UQ PhD JCU, MRACI
Thomas Grewal, Dip (Hons) Cologne, PhD Freiburg, Habilitation Hamburg
Ramin Rohanizadeh, BSc Tehran MSc PhD Nantes
Bandana Saini, MPHarm Panjab MBA UWS PhD, MPS
Lorraine Smith, BA (Hons) PhD
Daniela Traini, BSc (Hons) Milan PhD Bath
Kylie Williams, BPharm DipPharmPhD

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1. About the faculty

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Wendy Poyer, B. Business (HRM) CSU
Lenka Munoz, MPharm Pharm D Comenius PhD, Bonn
Handoko Adi, BSc (Hons) PhD Monash
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Linda Brown, BEd USQ, GradDipEdStud UNE MEd Deakin
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Anneliese Rittau, BMEdChem (Hons) PhD
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Melissa Chapman, BPharm
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Andrea Thompson

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Paul Jones, BScAppSci

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Jiyan You, BSc Shanghai MPharmSc

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Christopher J Hick
Robert Koryzma
Maung Maung Soe, BE MSc
Andrew Wood, BSc UNSW DipEd CSU PhD UOW

Assistant
Jie Li

Attendant
Jay O’Sullivan

Note: Details in this chapter correct at 3 November 2009.
Introduction

The information in this chapter is in summary form and is subordinate to the provisions of the degree Resolutions, which can be found in Chapter 3.

Results

For all units of study in the Bachelor of Pharmacy degree, the following mark ranges apply:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Mark</th>
</tr>
</thead>
<tbody>
<tr>
<td>HD</td>
<td>High Distinction</td>
<td>85–100</td>
</tr>
<tr>
<td>D</td>
<td>Distinction</td>
<td>75–84</td>
</tr>
<tr>
<td>CR</td>
<td>Credit</td>
<td>65–74</td>
</tr>
<tr>
<td>P</td>
<td>Pass</td>
<td>50–64</td>
</tr>
<tr>
<td>R</td>
<td>Satisfied requirements</td>
<td>Below 50</td>
</tr>
<tr>
<td>F</td>
<td>Fail</td>
<td>Below 50</td>
</tr>
<tr>
<td>AF</td>
<td>Absent Fail</td>
<td>Below 50</td>
</tr>
</tbody>
</table>

Honours

The following Honours grades apply. A grade of Honours is determined by the HWAM and final mark in Advanced units of study.

<table>
<thead>
<tr>
<th>Grade</th>
<th>HWAM</th>
<th>Minimum average mark in Advanced units</th>
</tr>
</thead>
<tbody>
<tr>
<td>H1M</td>
<td>85</td>
<td>90</td>
</tr>
<tr>
<td>H1</td>
<td>75</td>
<td>85</td>
</tr>
<tr>
<td>H21</td>
<td>70</td>
<td>80</td>
</tr>
<tr>
<td>H22</td>
<td>65</td>
<td>75</td>
</tr>
</tbody>
</table>

New curriculum

A new Bachelor of Pharmacy curriculum was introduced into first year in 2008.

The new curriculum allows students to undertake the study of a Major in their final year of the program. Majors are offered in Rural Pharmacy, Industrial Pharmacy and International Pharmacy. These majors allow students to participate in a range of activities including extended placements in rural or industrial environments or to participate in an exchange program.

Students who commenced prior to 2008 and will be in 4th year in 2010 will continue with the current curriculum. Students who commenced prior to 2008 and are not yet in 4th year will need to consult the Faculty to determine their program of study. Year 4 of the new curriculum will be introduced in 2011. Table 1 refers to the new units of study for Years 1, 2 and 3, however units of study for Year 4 are listed for students enrolled prior to 2008.

Assumed knowledge

It should be noted that most of the first year units of study will be taught on the assumption that students have reached the standard of assumed knowledge specified in Table 1.

Prerequisites and corequisites

To be eligible to enrol in Second Year, Third Year and Fourth Year units of study, students must have completed the prerequisite unit(s) of study. Any corequisite unit(s) of study not previously completed must be taken concurrently (see Table 1).

Registration requirements for pharmacists

A student who intends to qualify to be registered as a pharmacist under the Pharmacy Act 1964 is first required to qualify for the degree of Bachelor of Pharmacy. In addition he/she is required to serve not less than 2000 hours as an assistant to a registered pharmacist in a pharmacy within the Commonwealth of Australia. This period must be served following the successful completion of the degree.

Further details concerning the requirements for registration can be obtained from the Pharmacy Board of New South Wales:

3rd Floor, 28 Foveaux Street
Surry Hills
NSW 2010 Australia
Phone: +61 2 9281 7736
Fax: +61 2 9281 2924
Web: www.pbns.org.au
Postal Address:
Locked Bag 2
Haymarket
NSW 1240 Australia

Degree resolutions

See Chapter 3.
### 2. Undergraduate degree requirements

#### Undergraduate units of study

**Table 1:** Bachelor of Pharmacy pass degree and honours degree

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Year</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOL1003</td>
<td>6</td>
<td>A HSC 2-unit Biology. Students who have not completed HSC biology (or equivalent) are strongly advised to take the Biology Bridging Course in (February).</td>
<td>N BIOL1903, EDUH1016. It is recommended that BIOL (1001 or 1911) be taken concurrently with this unit of study.</td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>Human Biology</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Summer Main</td>
</tr>
<tr>
<td>CHEM1611</td>
<td>6</td>
<td>A HSC Chemistry and Mathematics</td>
<td>Note: Department permission required for enrolment Students must have special permission from the Faculty of Pharmacy to enrol in this Unit of Study.</td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>Chemistry A (Pharmacy)</td>
<td>6</td>
<td>A HSC Chemistry</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>PHAR1611</td>
<td>6</td>
<td>A HSC Chemistry</td>
<td>C PHAR1811, CHEM1611</td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>Foundations of Pharmacy</td>
<td>6</td>
<td>A HSC Chemistry</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>PHAR1812</td>
<td>6</td>
<td>A HSC Chemistry</td>
<td>C PHAR1811, CHEM1611</td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>Basic Pharmaceutical Sciences</td>
<td>6</td>
<td>A HSC Chemistry</td>
<td></td>
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<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>CHEM1612</td>
<td>6</td>
<td>A HSC Chemistry</td>
<td>C CHEM1611 Chemistry A (Pharmacy)</td>
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<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>Chemistry B (Pharmacy)</td>
<td>6</td>
<td>A HSC Chemistry</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>Molecular Biology and Genetics (Intro)</td>
<td>6</td>
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<td>Semester 2</td>
</tr>
<tr>
<td>PHAR1821</td>
<td>6</td>
<td>A HSC Chemistry</td>
<td>C PHAR1811</td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>Social Pharmacy</td>
<td>6</td>
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<td>Semester 2</td>
</tr>
<tr>
<td>PHAR1822</td>
<td>6</td>
<td>A HSC Chemistry</td>
<td>C PHAR1811</td>
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<td>Semester 2</td>
</tr>
<tr>
<td>Physical Pharmaceutics and Formulation A</td>
<td>6</td>
<td>A HSC Chemistry and Mathematics</td>
<td></td>
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<td>Semester 2</td>
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<td>C PHSI2601</td>
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<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>Drug Discovery and Design A</td>
<td>6</td>
<td>A HSC Chemistry</td>
<td></td>
<td></td>
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<td>Semester 1</td>
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<tr>
<td>PHAR2812</td>
<td>6</td>
<td>P BIOL1003, PHAR1811, PHAR1812, MBLG1001</td>
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<td>Semester 1</td>
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<tr>
<td>Microbiology and Infection</td>
<td>6</td>
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<td>Semester 1</td>
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<tr>
<td>PHAR2813</td>
<td>6</td>
<td>P CHEM1612, BIOL1003, MBLG1001, PHAR1822</td>
<td>C PHSI2601</td>
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<td>Semester 1</td>
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<tr>
<td>Therapeutic Principles</td>
<td>6</td>
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<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>PHSI2601</td>
<td>6</td>
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<td></td>
<td>Semester 1</td>
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<tr>
<td>Physiology for Pharmacy</td>
<td>6</td>
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<td></td>
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<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>PCOL2605</td>
<td>6</td>
<td>P CHEM1611 and CHEM1612 and (BIOL1003 or BIOL1903) and MBLG1001</td>
<td>C PHSI2601</td>
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<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>Pharmacology for Pharmacy</td>
<td>6</td>
<td>A HSC Chemistry</td>
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<td>Semester 2</td>
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<tr>
<td>PHAR2821</td>
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<td>C PHAR2811 and PCOL2605</td>
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<td>Semester 2</td>
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<tr>
<td>Drug Discovery and Design B</td>
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<td>Semester 2</td>
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<tr>
<td>PHAR2822</td>
<td>6</td>
<td>P PHAR1811 and PHAR1821</td>
<td>C PHSI2601 and PCOL2605</td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>Pharmacy Practice</td>
<td>6</td>
<td>A HSC Chemistry</td>
<td></td>
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<td></td>
<td>Semester 2</td>
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<td>PHAR2823</td>
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<td>P CHEM1611, CHEM1612, PHAR1812, PHAR1822</td>
<td>C PHAR2812</td>
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<td>Semester 2</td>
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<tr>
<td>Physical Pharmaceutics and Formulation A</td>
<td>6</td>
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<td>Semester 2</td>
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<td>PCOL2605</td>
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<td>C PHSI2601</td>
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<tr>
<td>Drug Discovery and Design B</td>
<td>6</td>
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<td>Semester 2</td>
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<tr>
<td><strong>Third Year</strong></td>
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<tr>
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<tr>
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<tr>
<td>PHAR3813</td>
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<td>C PHAR3811, PHAR3812, PHAR3813</td>
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<td>Semester 1</td>
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<tr>
<td>Endocrine, Diabetes and Reproductive</td>
<td>6</td>
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<td>Semester 1</td>
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<tr>
<td>PHAR3814</td>
<td>6</td>
<td>P All first and second year units of study.</td>
<td>C PHAR3811, PHAR3812, PHAR3813</td>
<td></td>
<td></td>
<td>Semester 1</td>
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<tr>
<td>Gastrointestinal</td>
<td>6</td>
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<td></td>
<td></td>
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<td>Semester 1</td>
</tr>
<tr>
<td>PHAR3821</td>
<td>6</td>
<td>P All first and second year units of study.</td>
<td>C PHAR3811, PHAR3812, PHAR3813, PHAR3814, PHAR3822, PHAR3823, PHAR3824</td>
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<td>Semester 2</td>
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<td>Mental Health</td>
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<td>Semester 2</td>
</tr>
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<td>PHAR3822</td>
<td>6</td>
<td>P All first and second year units of study.</td>
<td>C PHAR3811, PHAR3812, PHAR3813, PHAR3814, PHAR3822, PHAR3823, PHAR3824</td>
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<td></td>
<td>Semester 2</td>
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<tr>
<td>Neurology</td>
<td>6</td>
<td>A HSC Chemistry</td>
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<td>Semester 2</td>
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<tr>
<td>PHAR3823</td>
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<td>P All first and second year units of study.</td>
<td>C PHAR3811, PHAR3812, PHAR3813, PHAR3814, PHAR3822, PHAR3823, PHAR3824</td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>Musculoskeletal, Dermatological &amp; Senses</td>
<td>6</td>
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<td></td>
<td></td>
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<td>Semester 2</td>
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<tr>
<td>PHAR3824</td>
<td>6</td>
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<td>C PHAR3811, PHAR3812, PHAR3813, PHAR3814, PHAR3822, PHAR3823</td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>Oncology and Immunology</td>
<td>6</td>
<td>A HSC Chemistry</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td><strong>Fourth Year</strong></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHAR4618</td>
<td>12</td>
<td>P A pass in all second year units of study; PHAR3609 or PHAR3629; PHAR3610; either PHAR3630 or (PHAR3611 and PHAR3612); either PHAR3613 or PHAR3623; PHAR3614 or PHAR3615 or PHAR3624 or PHAR3627; either PCOL3605 or (PCOL3603 and PCOL3604).</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>Integrated Pharmacy Practice</td>
<td>12</td>
<td>A HSC Chemistry</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>PHAR4619</td>
<td>6</td>
<td>P A pass in all Second Year units of study; either PHAR3630 or (PHAR3611 and PHAR3612); either PHAR3631 or (PHAR3607, PHAR3608, PHAR2812 and (PHAR2614 or PHAR2623), PHAR3609 or PHAR3629; PHAR3610 or PHAR3620; either PCOL3605 or (PCOL3603 and PCOL3604).</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>Drug Development &amp; New Drug Technologies</td>
<td>6</td>
<td>A HSC Chemistry</td>
<td></td>
<td></td>
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<td>Semester 1</td>
</tr>
</tbody>
</table>
2. Undergraduate degree requirements

Unit of study Credit points A: Assumed knowledge P: Prerequisites C: Corequisites N: Prohibition Session

**PHAR4620 Integrated Dispensing**
- 6
- P A pass in all second year units of study, either PHAR3601 or PHAR3602; either PHAR3613 or PHAR3623; either PHAR3614 or PHAR3615 or PHAR3624 or PHAR3627.
- Semester 1

**PHAR4616 Pharmacotherapeutics in Practice**
- 6
- P A pass in all second year units of study.
- Semester 2

**PHAR4621 Clinical Practice**
- 12
- P A pass in all second year units of study.
- C PHAR4618
- Semester 2

**PHAR4622 Pharmacy Management**
- 6
- P A pass in all second year units of study.
- Semester 2

**Fourth Year Honours**

**PHAR4618 Integrated Pharmacy Practice**
- 12
- P A pass in all second year units of study; PHAR3609 or PHAR3629; PHAR3610; either PHAR3630 or (PHAR3611 and PHAR3612); either PHAR3613 or PHAR3623; PHAR3614 or PHAR3615 or PHAR3624 or PHAR3627; either PCOL3605 or (PCOL3603 and PCOL3604).
- Semester 1

**PHAR4620 Integrated Dispensing**
- 6
- P A pass in all second year units of study; either PHAR3601 or PHAR3602; either PHAR3613 or PHAR3614 or PHAR3615 or PHAR3624 or PHAR3627.
- Semester 2

**PHAR4616 Pharmacotherapeutics in Practice**
- 6
- P A pass in all second year units of study.
- Semester 2

**PCOL4909 Pharmacology Advanced 4A (Pharmacy)**
- 6
- Note: Department permission required for enrolment
- Enrolment is by invitation only.
- Semester 1

**PHAR4927 Pharmaceuticals Advanced 4A**
- 6
- Note: Department permission required for enrolment
- Enrolment is by invitation only.
- Semester 1

**PHAR4928 Pharmaceutical Chemistry Advanced 4A**
- 6
- Note: Department permission required for enrolment
- Enrolment is by invitation only.
- Semester 1

**PHAR4929 Pharmacy Practice Advanced 4A**
- 6
- Note: Department permission required for enrolment
- Enrolment is by invitation only.
- Semester 1

**PCOL4910 Pharmacology Advanced 4B (Pharmacy)**
- 18
- P A credit average in first semester marks, including PCOL4909
- C PHAR4616
- Note: Department permission required for enrolment
- Semester 2

**PHAR4930 Pharmaceuticals Advanced 4B**
- 18
- P A credit average in first semester marks, including PHAR4927
- C PHAR4616
- Note: Department permission required for enrolment
- Semester 2

**PHAR4931 Pharmaceutical Chemistry Advanced 4B**
- 18
- P A credit average in first semester marks, including PHAR4928
- C PHAR4616
- Note: Department permission required for enrolment
- Semester 2

**PHAR4932 Pharmacy Practice Advanced 4B**
- 18
- P A credit average in first semester marks, including PHAR4929
- C PHAR4616
- Note: Department permission required for enrolment
- Semester 2

### Units of study

**B I O L 1 0 0 3 Human Biology**

**Credit points:** 6  
**Session:** Semester 1, Summer Main  
**Classes:** Two 1 hour lectures per week (3 lectures in some weeks); One 3 hour practical class and 6-9 hours HBOnline every week two weeks covering online practical activities, prework and homework.  
**Prohibitions:** B I O L 1 9 0 3, E D U H 1 0 1 6.  
**Assumed knowledge:** H S C 2-unit Biology. Students who have not completed HSC biology (or equivalent) are strongly advised to take the Biology Bridging Course (in February).  
**Assessment:** One 2 hour exam, assignments and quizzes.  
**Note:** It is recommended that B I O L (1001 or 1911) be taken concurrently with this unit of study.

**Associated degrees:** B H l h t S c i, B S c (M a r i n e S c i e n c e), B H l h t S c i, M C V S, B H l h t S c i, M H I, B A (A d v i c e), M B B S, U G S u m m e r / W i n t e r S h o o l, B S c (E n v i r o n m e n t a l), B O H, B N, B A, B M e d S c, B H l h t S c i, M N, B N, B A g E c, B S c (B i o i n f o r m a t i c s), U G S t u d y A b r o a d P r o g r a m, B P h a.

This Unit of Study has three main components: lectures, practicals and HBOnline activities. The unit of study provides an introduction to human evolution and ecology, cell biology, physiology and anatomy, through lectures and practical work. The unit of study includes human nutrition, distribution of essential requirements to and from cells, control of body functions and defence mechanisms. After discussion of reproduction and development, it concludes with modern studies and research prospects in biotechnology and human genetics.

This unit of study, together with B I O L (1001 or 1911 or 1002 or 1902), or M B L G (1001 or 1901), provides entry to Intermediate units of study in Biology, but the contents of B I O L (1002 or 1902) is assumed knowledge for B I O L (2011 or 2012) and P L N T 2003, and students entering these units with B I O L (1003 or 1903) need to do some preparatory reading.

**Textbooks**


**C H E M 1 6 1 1 Chemistry A (Pharmacy)**

**Credit points:** 6  
**Teacher/Coordinator:** See School of Chemistry for list of staff  
**Session:** Semester 1  
**Classes:** Three 1 hour lectures and one 1 hour tutorial per week; one 3 hour practical per week for 10 weeks.  
**Assumed knowledge:** H S C Chemistry and Mathematics  
**Assessment:** A theory examination is held at the end of the semester. Students are advised at the beginning of the semester about other factors contributing to assessment in the unit of study.  
**Note:** Department permission required for enrolment. Note: Students must have special permission from the Faculty of Pharmacy to enrol in this Unit of Study.

**Associated degrees:** U G S t u d y A b r o a d P r o g r a m, B P h a r m, B P h a r m (R u r a l).

Chemistry provides the basis for understanding molecular structures and processes, essential knowledge for many later year Pharmacy units of study. Lecture topics include some fundamental concepts, atomic theory, states and properties of matter, equations and stoichiometry, introduction to organic chemistry, nomenclature, aliphatic chemistry, aromatic chemistry, heterocyclic compounds, isomerism, stereoisomerism, reaction mechanisms, biomolecules, amino acids and peptides, carbohydrates, general acid-base theory, atomic structure, chemical bonding. Practical work is designed to enhance confidence and develop skills in the handling and manipulation of chemicals and in the observation and processing of experimental results.

Special preparative studies: Students wishing to enrol in C H E M 1 6 1 1 who do not have the assumed chemical knowledge are advised to
consult the School of Chemistry for information about a bridging course.

Textbooks
Students should obtain a booklist from the School of Chemistry during the orientation period.

CHEM1612
Chemistry B (Pharmacy)
Credit points: 6
Teacher/Coordinator: See School of Chemistry for list of staff
Session: Semester 2
Classes: Three 1 hour lectures and one 1 hour tutorial per week; one 3 hour practical per week for 10 weeks.
Corequisites: CHEM1611 Chemistry A (Pharmacy)
Assessment: A theory examination is held at the end of the semester. Students are advised at the beginning of the semester about other factors contributing to assessment in the unit of study.
Note: Department permission required for enrolment. Note: Students must have special permission from the Faculty of Pharmacy to enrol in this Unit of Study.
Associated degrees: UG Study Abroad Program, B Pharm, B Pharm (Rural).
Chemistry provides the basis for understanding molecular structures and processes, essential knowledge for many later year Pharmacy units of study. Lecture topics include redox reactions, electrochemistry, introduction to colloids and surface chemistry, the biological periodic table, radiochemistry, chemical energetics, equilibrium theory, solution theory. Practical work is designed to enhance confidence and develop skills in the handling and manipulation of chemicals and in the observation and processing of experimental results.

Textbooks
Students should obtain a booklist from the School of Chemistry during the orientation period.

MBLG1001
Molecular Biology and Genetics (Intro)
Credit points: 6
Teacher/Coordinator: Dr Dale Hancock
Session: Semester 2
Classes: Two 1-hour lectures per week; one 1-hour tutorial and one 4-hour practical per fortnight
Assumed knowledge: 6 credit points of Junior Biology and 6 cp of Junior Chemistry
Assessment: One 2.5-hour exam, in-semester skills test and assignments
Associated degrees: B Sc (Marine Science), B App Sc (Ex & Sp Sc), by undertaking preliminary laboratory work and preparing a literature review and research proposal for both oral and written presentation.

Molecular biology and genetics -i.e., the molecular basis of life. The course begins with the information macro-molecules in living cells: DNA, RNA and protein, and explores how their structures allow them to fulfill their various biological roles. This is followed by a review of how DNA is organised into genes leading to discussion of replication and gene expression (transcription and translation). The unit concludes with an introduction to the techniques of molecular biology and, in particular, how these techniques have led to an explosion of interest and research in Molecular Biology. The practical component complements the lectures by exposing students to experiments which explore the measurement of enzyme activity, the isolation of DNA and the ‘cutting’ of DNA using restriction enzymes. However, a key aim of the practicals is to give students higher level generic skills in computing, communication, criticism, data analysis/evaluation and experimental design.

Textbooks
TBA

PCOL2605
Pharmacology for Pharmacy
Credit points: 6
Teacher/Coordinator: Dr Kellie Charles
Session: Semester 2
Classes: 4 lect/wk, 13 hours prac/workshop/tutorial
Prerequisites: CHEM1611 and CHEM1612 and (Biol1003 or Biol1903) and MBLG1001
Corequisites: PSY2601
Assessment: 1x2hr exam (70%), continuous assessment (lab reports or assignments) (30%)
Associated degrees: UG Study Abroad Program, B Pharm.
This unit of study provides a basic understanding of drug actions related to physiological and pathological functions. It covers areas of drug-receptor interactions, pharmacodynamics and drug treatment of various physiological systems (e.g. autonomic nervous system, cardiovascular, respiratory and endocrine), management of pain and complementary drug therapy.

Textbooks

PCOL4909
Pharmacology Advanced 4A (Pharmacy)
Credit points: 6
Teacher/Coordinator: Dr J Henderson
Session: Semester 1
Classes: Seminar, tutorial/workshop/practical class, project work per week.
Assessment: Assignments, oral presentations, written reports, exam.
Note: Department permission required for enrolment. Note: Enrolment is by invitation only.
Associated degrees: B Pharm
The aim of this unit of study is to develop students’ awareness and understanding of the pivotal role of experimental pharmacology in the development of drugs, and to develop their ability to conduct experimental investigations in accordance with established standards of scientific methodology and critical analysis. The experimental pharmacological aspects of the development of selected drug classes is studied by means of enquiry-based learning approaches utilising seminars, workshops, library research and written assignments. Experience in a range of pharmacological experimental techniques is gained in supervised laboratory practical classes by completing a series of experimental pharmacological investigations into the actions of selected classes of drugs whose activity is well established; experience in the practical aspects of experiment design, analysis, interpretation and reporting of pharmacological investigations is also gained. Students will also commence a pharmacology research project to be completed in PCOL4910 Pharmacology Advanced 4B (Pharmacy), by undertaking preliminary laboratory work and preparing a literature review and research proposal for both oral and written presentation.

PCOL4910
Pharmacology Advanced 4B (Pharmacy)
Credit points: 18
Teacher/Coordinator: Dr J Henderson
Session: Semester 2
Classes: Seminar, project per week. Prerequisites: A credit average in first semester marks, including PCOL4909 Corequisites: PHAR4616 Assessment: Oral presentation, written dissertation, laboratory placement work.
Note: Department permission required for enrolment.
Associated degrees: B Pharm.
The aim of this unit of study is to develop students’ research skills and understanding of how experimental pharmacology influences drug development. Students will conduct experimental investigations in accordance with established standards of scientific methodology and develop their critical analytical thinking and writing. In this unit of study, each student will gain experience in some advanced experimental pharmacological research techniques, through the undertaking of an individual research project under the direct supervision of academic and research staff in the Department, and the preparation of an oral presentation and a written dissertation on the experimental project work. The experimental project work is largely undertaken in Semester 2, during placement in Department research laboratories, following initial preparation in the Semester 1 unit of study, PCOL4909 Pharmacology Advanced 4A (Pharmacy), in which preliminary literature reviews and research proposals were completed.

PHAR1811
Foundations of Pharmacy
Credit points: 6
Teacher/Coordinator: E Sainsbury
Session: Semester 1
Classes: 3 x lectures/wk, 1 x 2hr workshop/wk, 1 x 2hr workshop/fortnight
Prerequisites: HSC Chemistry Assessment: Individual assignments (15%), group reports (30%) and final exam (55%) Practical field work: One class will be held in the dispensing laboratory and 4 hours of fieldwork in a community pharmacy are required
Associated degrees: UG Study Abroad Program, B Pharm.
Foundations of Pharmacy is a broad introduction to the discipline of pharmacy and the roles that pharmacists play in health care as well as the ideas, issues, skills and knowledge base required of a professional pharmacist. A number of topics are introduced but not covered in depth; they will be further developed in subsequent units.
PHAR1812 Basic Pharmaceutical Sciences
Credit points: 6 Teacher/Coordinator: Dr L Munoz Session: Semester 1 Classes: 3 x lectures/wk, 1 x 2hr tutorial/wk Corequisites: PHAR1811, CHEM1611 Assumed knowledge: HSC Chemistry Assessment: Written exam (50%), workshop reports (20%), quizzes (20%) and poster presentation (10%)

Associated degrees: UG Study Abroad Program, B Pharm.

Basic Pharmaceutical Sciences provides an introduction to principles which will be expanded and applied in later years. This unit is concerned with several aspects of pharmaceutical chemistry and pharmacetics discipline. The physicochemical properties of drugs are explored from the perspective of pharmacy as they complement perspectives gained from chemistry. Further modules provide introduction to solubility characteristics of drug molecules, dosage forms, drug discovery and fundamental mathematics. Small group work in workshop sessions will complement and support the learning of material introduced in lectures.

Textbooks
Basic Pharmaceutical Science Resource Book

PHAR1821 Social Pharmacy
Credit points: 6 Teacher/Coordinator: Dr L Smith Session: Semester 2 Classes: 3 x 1hr lectures/wk, 1 x 2hr workshop/wk Corequisites: PHAR1811 Assessment: Exam (40%), reports (40%), presentation and participation (20%) Practical field work: Teamwork project and interview

Associated degrees: UG Study Abroad Program, B Pharm.

This unit of study consists of two major streams, social pharmacy and interprofessional practice. Social pharmacy is designed to provide a broad perspective of patient health and illness, and encourage a view of the patient as a whole person. Topics include self-regulation, pain, chronic illness and support networks. The emphasis will be on the psychosocial processes that underpin patient behaviour. Interprofessional practice provides an introduction to teamwork and the working relationships that pharmacists have with other healthcare professionals.

Textbooks

PHAR1822 Physical Pharmaceutics and Formulation A
Credit points: 6 Teacher/Coordinator: Dr P Young Session: Semester 2 Classes: 3 x lectures/wk, 8 x maths lectures, 5 x 1hr maths tutorials, classes will be arranged as needed Corequisites: PHAR1812 Assumed knowledge: HSC Chemistry and Mathematics Assessment: Exam (50%), minor exam (15%), prac/labs (35%) Practical field work: 6 x laboratory sessions

Associated degrees: UG Study Abroad Program, B Pharm.

This unit of study aims to provide knowledge in a number of fundamental areas that guide and provide evidence to support the production of clean and sterile pharmaceutical products in both community and hospital pharmacy, and in industrial manufacture. Topics include the comparison of the structure, function and importance of the major groups of micro-organisms; pathogenicity and epidemiology of infectious diseases (e.g., HIV); infection control measures and principles underlying treatment of infectious diseases; mechanisms of action, characteristics, and types of antibiotics and synthetic antimicrobial agents; antibiotic resistance; principles and methods of sterilisation, aspects of disinfection and preservation; concepts of good manufacturing practice and aseptic techniques. The practical component is illustrative of the lectures and focuses on techniques of handling microbial culture and identifying micro-organisms; factors affecting the microbial growth; transmission of diseases and host defence mechanisms; basic aseptic microbiological technique applicable to pharmaceutical sciences; and evaluation of different antimicrobial agents.

Textbooks

PHAR2811 Drug Discovery and Design A
Credit points: 6 Teacher/Coordinator: Dr W Bret Church Session: Semester 1 Classes: 3 x lectures/wk and tutorials scheduled as required Corequisites: CHEM1611, CHEM1612, PHAR1811, PHAR1812, MBLG1001 Assessment: 2.5 hr exam (65%), laboratories and workshops (25%), major quiz (10%) Practical field work: 3hr workshop/wk as required

Associated degrees: UG Study Abroad Program, B Pharm.

This unit of study aims to provide the background to the study of drugs and the important interactions of drugs and their targets. Learning about the molecular bases of such interactions requires discussions of the fundamental macromolecules of life: DNA, RNA and proteins and processes as replication, transcription and translation. The course therefore also covers the fundamental mechanisms of the regulation of targets, as well as fundamental molecular interactions important for both detection and diagnostic applications for drugs and metabolites. Fuel metabolism and storage is considered, including metabolic adaptation and disorders of metabolism. Students get experience with a variety of practical techniques to assist learning in the course.

Textbooks
Patrick, GL An Introduction to Medicinal Chemistry (4th ed) Oxford University Press, 2009

PHAR2812 Microbiology and Infection
Credit points: 6 Teacher/Coordinator: Dr R Rohanizadeh Session: Semester 1 Classes: 2 x lectures/wk, workshop classes will be arranged as needed Corequisites: BIOL1003, PHAR1811, PHAR1812, MBLG1001 Assessment: Exam & quiz (70%), practicals including workshop (30%) Practical field work: Laboratory work

Associated degrees: UG Study Abroad Program, B Pharm.

This unit of study provides information on the biology of micro-organisms with particular reference to the importance of micro-organisms in pharmacy and the pharmaceutical sciences. The unit also involves the application of basic microbiological principles to the production of clean and sterile pharmaceutical products in both community and hospital pharmacy, and in industrial manufacture. Topics include the comparison of the structure, function and importance of the major groups of micro-organisms; pathogenicity and epidemiology of infectious diseases (e.g., HIV); infection control measures and principles underlying treatment of infectious diseases; mechanisms of action, characteristics, and types of antibiotics and synthetic antimicrobial agents; antibiotic resistance; principles and methods of sterilisation, aspects of disinfection and preservation; concepts of good manufacturing practice and aseptic techniques. The practical component is illustrative of the lectures and focuses on techniques of handling microbial culture and identifying micro-organisms; factors affecting the microbial growth; transmission of diseases and host defence mechanisms; basic aseptic microbiological technique applicable to pharmaceutical sciences; and evaluation of different antimicrobial agents.

Textbooks
This unit of study is an introduction to Pharmacy Practice. It focuses on disease and the delivery of health care by the pharmacist. It will build on knowledge acquired in Physiology and Pharmacology and aims to develop knowledge and skills around common acute and chronic conditions, with a particular focus on elements of health care delivery that are unique to the pharmacist, within the health care environment. Different models of health care will be used to demonstrate effective health strategies.

Textbooks

PHAR2823 Physical Pharmaceutics and Formulation B
Credit points: 6 Teacher/Coordinator: Dr D Traini Session: Semester 2 Classes: 3 x lectures/wk. Prerequisites: PHAR1812, PHAR1822 Corequisites: PHAR282 Assessment: Final exam (65%), minor exam (10%) practical exam (25%) Practical field work: Laboratory work
Associated degrees: UG Study Abroad Program, B Pharm.

This unit of study builds on the material presented in Physical Pharmaceutics. The topics covered in this unit include: solid dose forms and particle science, rheology; dispersion dose forms including suspensions, colloidal dispersions, and emulsions; topical dose forms and semisolids; inhalation pharmaceutical aerosols; protein and peptide drugs and formulations; rectal products and novel drug delivery technologies. Aspects pertaining to the stability of dose forms are also presented in this unit. Practical activities relate to the preparation, quality control and quality assurance of a marketed solid dosage form.

Textbooks

PHAR3811 Cardiovascular and Renal
Credit points: 6 Teacher/Coordinator: Dr B Bajorek Session: Semester 1 Classes: An average of 3.5 hrs of lectures, 2.5 hrs of tutorials, 3 hr practical and 3hr experiential placement/week. Prerequisites: All first and second year units of study. Corequisites: PHAR3812, PHAR3813, PHAR3814 Assessment: 3hr written exam and practical assessment
Associated degrees: UG Study Abroad Program, B Pharm.

This unit of study will cover the therapeutics of cardiovascular and renal disorders including the pharmaceutical sciences that underpin such drug therapies. This unit will also include the epidemiology, pathophysiology and clinical features of cardiovascular and renal disorders. Through the use of case-based learning, students will participate in the interpretation, application and dissemination of pharmaceutical and pharmacotherapeutic concepts and knowledge. On completion of this unit of study students will be able to apply an understanding of the pharmaceutical sciences to optimising the drug and non-drug therapy of patients with cardiovascular and renal disorders. Interprofessional communication and the application of specialist knowledge to implementing pharmacist cognitive services such as clinical interventions and/or medication management review will also be explored. Students will be familiarised with drug information software and a number of computerised drug information databases will also occur. Role-plays will be used to develop students’ communication skills for interaction between pharmacists and their clients (patients, doctors, other health professionals).

This unit of study will also include a practical component including laboratory classes and experiential placements.

PHAR3812 Respiratory
Credit points: 6 Teacher/Coordinator: Dr C C Duke Session: Semester 1 Classes: An average of 3.5 hrs of lectures, 2.5 hrs of tutorials, 3 hr practical and 3hr experiential placement/week. Prerequisites: All first and second year units of study. Corequisites: PHAR3811, PHAR3813, PHAR3814 Assessment: 3hr written exam and practical assessment
Associated degrees: UG Study Abroad Program, B Pharm.

This unit of study will cover the therapeutics of respiratory disorders including the pharmaceutical sciences that underpin such drug therapies. This unit will also include the epidemiology, pathophysiology

PHAR2822 Pharmacy Practice
Credit points: 6 Teacher/Coordinator: Dr S Bosnic-Anticevich Session: Semester 2 Classes: 3 x lectures/wk, 1.5 hr tutorial/wk Prerequisites: PHAR1811 and PHAR1821 Corequisites: PHIS2601 and PCOL2605 Assessment: Written exam (45%), oral assessment (40%), and assignment (15%)
Associated degrees: UG Study Abroad Program, B Pharm.

This unit of study is an introduction to Pharmacy Practice. It focuses on disease and the delivery of health care by the pharmacist. It will

PHAR2821 Drug Discovery and Design B
Credit points: 6 Teacher/Coordinator: Dr C C Duke Session: Semester 2 Classes: 3 x lectures/wk, tutorials and workshops will be scheduled as required Corequisites: PHAR2811 and PCOL2605 Assessment: 2hr exam (55%), workshops and quizzes (45%) Practical field work: 9 hrs tutorials/workshops
Associated degrees: UG Study Abroad Program, B Pharm.

This unit of study covers drug design; physicochemical properties of drugs and how this determines the interactions of small molecules (drugs) with biological macromolecules (enzymes and receptors). All stages in the process of drug design and development will be investigated, including computational drug design and the required mathematics for computational and statistical treatment; role of stereochemistry in drug action, structure-activity relationships and molecular modelling; drug metabolism, bioactivation and inactivation; advanced analytical methods for the identification of drugs, their metabolites and degradation products; sources of drugs; discovery of new small molecules as leads for drug development. Workshops consist of the Stereochemistry/Ligand-Based Drug Design molecular modelling workshop, drug action workshop and drug metabolism problem-based learning workshop.

Textbooks

2. Undergraduate degree requirements

drugs interacting with target sites in the body and the effect produced (i.e. pharmacodynamic principles) and understanding the physiological and physicochemical factors that govern the movement of drugs around the body and the time course of exposure of body tissues and blood to drugs (i.e. pharmacokinetic principles). The principles involved in developing concepts and models to explain drug activity in patients and to guide appropriate drug dosage selection. To support this, relevant mathematical principles involving calculus are introduced during this unit of study.

This unit will also explore reasons behind variability in response to medicines among different individuals. The effects of disease, other drugs, demographics and the genetic basis for variable response will be introduced. Basic pharmacogenetic principles for explaining and predicting pharmacodynamic and pharmacokinetic variability in response will be explored.

Students are also exposed to the notion that medicines may produce adverse effects (as well as beneficial ones). The mechanisms underlying adverse reactions to drugs and how these are classified are explored as are the principles for detecting and avoiding these effects.

Ultimately, many options often exist to manage illness. While the fundamental principles described above assist in understanding how individual drugs should be used, they do not alone provide knowledge to select among alternative options. This unit will introduce students to methods that are used to provide evidence of efficacy and safety of different therapeutic options and to define the place in therapy of these options. To do this, the principles that underpin evidence based medicine (including the clinical trial and pharmacoepidemiology) and the notion of levels of evidence are introduced. Exposure to these principles is intended to develop in students a basic understanding of how to critically evaluate therapeutic options. The evaluation of therapeutic options requires an understanding of statistical methods, which are also introduced during this unit of study.

PHAR2821 Drug Discovery and Design B
Credit points: 6 Teacher/Coordinator: Dr C C Duke Session: Semester 2 Classes: 3 x lectures/wk, tutorials and workshops will be scheduled as required Corequisites: PHAR2811 and PCOL2605 Assessment: 2hr exam (55%), workshops and quizzes (45%) Practical field work: 9 hrs tutorials/workshops
Associated degrees: UG Study Abroad Program, B Pharm.

This unit of study covers drug design; physicochemical properties of drugs and how this determines the interactions of small molecules (drugs) with biological macromolecules (enzymes and receptors). All stages in the process of drug design and development will be investigated, including computational drug design and the required mathematics for computational and statistical treatment; role of stereochemistry in drug action, structure-activity relationships and molecular modelling; drug metabolism, bioactivation and inactivation; advanced analytical methods for the identification of drugs, their metabolites and degradation products; sources of drugs; discovery of new small molecules as leads for drug development. Workshops consist of the Stereochemistry/Ligand-Based Drug Design molecular modelling workshop, drug action workshop and drug metabolism problem-based learning workshop.

Textbooks
and clinical features of respiratory disorders. Through the use of case-based learning, students will participate in the interpretation, application and dissemination of pharmaceutical and pharmacotherapeutic concepts and knowledge. On completion of this unit of study students will be able to apply an understanding of the pharmaceutical sciences to optimising the drug and non-drug therapy of patients with respiratory disorders. Interprofessional communication and the application of specialist knowledge to implementing pharmacist cognitive services such as clinical interventions and/or medication management review will also be explored. Students will be familiarisation with drug information software and a number of computerised drug information databases will also occur. Role-plays will be used to develop students’ communication skills for interaction between pharmacists and their clients (patients, doctors, other health professionals).

This unit of study will also include a practical component including laboratory classes and experiential placements.

**PHAR3813 Endocrine, Diabetes and Reproductive**

Credit points: 6 Teacher/Coordinator: Dr R Roubin Session: Semester 1 Classes: An average of 3.5 hrs of lectures, 2.5 hrs of tutorials, 3 hr practical and 3 hrs experiential placement/week. Prerequisites: All first and second year units of study. Corequisites: PHAR3811, PHAR3812, PHAR3814 Assessment: 3hr written exam and practical assessment

Associated degrees: UG Study Abroad Program, B Pharm.

This unit of study will cover the therapeutics of endocrine, diabetes and reproductive disorders including the pharmaceutical sciences that underpin such drug therapies. This unit will also include the epidemiology, pathophysiology and clinical features of endocrine, diabetes and reproductive disorders. Through the use of case-based learning, students will participate in the interpretation, application and dissemination of pharmaceutical and pharmacotherapeutic concepts and knowledge. On completion of this unit of study students will be able to apply an understanding of the pharmaceutical sciences to optimising the drug and non-drug therapy of patients with endocrine, diabetes and reproductive disorders. Through the use of case-based learning, students will participate in the interpretation, application and dissemination of pharmaceutical and pharmacotherapeutic concepts and knowledge. On completion of this unit of study students will be able to apply an understanding of the pharmaceutical sciences to optimising the drug and non-drug therapy of patients with endocrine, diabetes and reproductive disorders including the pharmaceutical sciences that underpin such drug therapies.

**PHAR3822 Neurology**

Credit points: 6 Teacher/Coordinator: A/Prof M Collins Session: Semester 2 Classes: An average of 3.5 hrs of lectures, 2.5 hrs of tutorials, 3 hr practical and 3 hrs experiential placement/week. Prerequisites: All first and second year units of study. Corequisites: PHAR3811, PHAR3812, PHAR3813, PHAR3814, PHAR3821, PHAR3823, PHAR3824 Assessment: 3hr written exam and practical assessment

Associated degrees: UG Study Abroad Program, B Pharm.

This unit of study will cover the therapeutics of neurological disorders including the pharmaceutical sciences that underpin such drug therapies. This unit will also include the epidemiology, pathophysiology and clinical features of neurological disorders. Through the use of case-based learning, students will participate in the interpretation, application and dissemination of pharmaceutical and pharmacotherapeutic concepts and knowledge. On completion of this unit of study students will be able to apply an understanding of the pharmaceutical sciences to optimising the drug and non-drug therapy of patients with neurological disorders. Interprofessional communication and the application of specialist knowledge to implementing pharmacist cognitive services such as clinical interventions and/or medication management review will also be explored. Students will be familiarisation with drug information software and a number of computerised drug information databases will also occur. Role-plays will be used to develop students’ communication skills for interaction between pharmacists and their clients (patients, doctors, other health professionals).

This unit of study will also include a practical component including laboratory classes and experiential placements.
and 3 hrs experiential placement/week. **Prerequisites:** All first and second year units of study. **Corequisites:** PHAR3811, PHAR3812, PHAR3813, PHAR3814, PHAR3821, PHAR3822, PHAR3823, PHAR3824. **Assessment:** 3hr written exam and practical assessment

**Associated degrees:** UG Study Abroad Program, B Pharm.

This unit of study will cover the therapeutics of musculoskeletal, dermatological and special senses including the pharmaceutical sciences that underpin such drug therapies. This unit will also include the epidemiology, pathophysiology and clinical features of musculoskeletal, dermatological and special senses disorders. Through the use of case-based learning, students will participate in the interpretation, application and dissemination of pharmaceutical and pharmacotherapeutic concepts and knowledge. On completion of this unit of study students will be able to apply an understanding of the pharmaceutical sciences to optimising the drug and non-drug therapy of patients with musculoskeletal, dermatological and special senses disorders. Interprofessional communication and the application of specialist knowledge to implementing pharmacist cognitive services such as clinical interventions and/or medication management review will also be explored. Students will be familiarised with drug information software and a number of computerised drug information databases will also occur. Role-plays will be used to develop students' communication skills for interaction between pharmacists and their clients (patients, doctors, other health professionals). This unit of study will also include a practical component including laboratory classes and experiential placements.

**PHAR3824**

**Oncology and Immunology**

**Credit points:** 6. **Teacher/Coordinator:** Dr M Beabaw. **Session:** Semester 2. **Classes:** An average of 3.5 hrs of lectures, 2.5 hrs of tutorials, 3 hr practical and 3 hrs experiential placement/week. **Prerequisites:** All first and second year units of study. **Corequisites:** PHAR3811, PHAR3812, PHAR3813, PHAR3814, PHAR3821, PHAR3822, PHAR3823, PHAR3824. **Assessment:** 3hr written exam and practical assessment

**Associated degrees:** UG Study Abroad Program, B Pharm.

This unit of study will cover the therapeutics of oncology and immunology including the pharmaceutical sciences that underpin such drug therapies. This unit will also include the epidemiology, pathophysiology and clinical features of oncology and immunology disorders. Through the use of case-based learning, students will participate in the interpretation, application and dissemination of pharmaceutical and pharmacotherapeutic concepts and knowledge. On completion of this unit of study students will be able to apply an understanding of the pharmaceutical sciences to optimising the drug and non-drug therapy of patients with oncology and immunology disorders. Interprofessional communication and the application of specialist knowledge to implementing pharmacist cognitive services such as clinical interventions and/or medication management review will also be explored. Students will be familiarised with drug information software and a number of computerised drug information databases will also occur. Role-plays will be used to develop students' communication skills for interaction between pharmacists and their clients (patients, doctors, other health professionals).

This unit of study will also include a practical component including laboratory classes and experiential placements.

**PHAR4616**

**Pharmacotherapeutics in Practice**

**Credit points:** 6. **Teacher/Coordinator:** Dr M Sukkar. **Session:** Semester 2. **Classes:** 1 x 2hr lecture/week, 3hrs tutorials/week, 1 x 3hr workshop/fortnight. **Prerequisites:** A pass in all second year units of study. **Corequisites:** PHAR4618. **Assessment:** Tutorial participation and case presentation (20%), student-developed disease state management service (15%), ethics assessment (10%), quiz (10%), final exam (45%). Satisfactory performance in all areas of this unit of study is required.

**Associated degrees:** UG Study Abroad Program, B Pharm.

This unit of study should consolidate previous study units from Year 1 to Semester 1 of Year 4 of the curriculum, through the presentation and solving of clinical and ethical problems. It continues a focus on knowledge consolidation, therapeutics, application of knowledge, and medication management review and disease state management within a self-directed learning environment (problem based learning). Lectures will be followed up with tutorials which will be practice-based in order to illustrate specific practice situations. In addition, two ethics workshops and four disease state management workshops will develop student skills in ethical problem solving and delivery of elements of disease state management services for diabetes, asthma, drugs of dependence and sleep disorders.

**Textbooks**


**PHAR4618**

**Integrated Pharmacy Practice**

**Credit points:** 12. **Teacher/Coordinator:** Dr B Saini & Dr B Chaar. **Session:** Semester 1. **Classes:** 1 x 2hr lecture/wk, 2 x 2hr tutorials/week, 3 x 4hr tutorials for orientation and feedback sessions. **Corequisites:** PHAR3609 or PHAR3610 or PHAR3611 or PHAR3612; either PHAR3613 or PHAR3623; PHAR3614 or PHAR3615 or PHAR3624 or PHAR3627; either PCOL3605 or PCOL3603 or PCOL3604. **Assessment:** Oral presentations - Clinical-pathology (10%), PBL tutorial participation (10%), PBL case presentations (10%), final exam (40%), reflective diaries (10%), medication review cases and portfolios (10%), preceptor assessments (10%). Satisfactory performance in all areas of this unit of study is required. **Practical field work:** 10 x 5hr clinical placement fieldwork

**Associated degrees:** UG Study Abroad Program, B Pharm, B Pharm (Rural).

This unit of study focuses on knowledge consolidation, therapeutics, application of knowledge, medication management review and disease state management within a self-directed learning environment (problem based learning) and supplemented by clinical placements. Lectures will be followed up with tutorials which will be practice-based in order to illustrate specific practice situations. In addition, PBL tutorials will provide the opportunity for further development of students' skills in information gathering, assessment and communication skills. The therapeutic topics to be covered in this unit include cardiovascular, infectious diseases and primary care. The unit of study will expand the role of the pharmacist in monitoring therapeutic outcomes, and in participating in therapeutic decision-making. The principles and practice of clinical pharmacy as it is applied to the diagnosis, screening and monitoring of physiological processes in health and disease will be covered, as will the measurement of specific analyses. The clinical interpretation of the results of clinical pharmacy investigations in diagnosis, screening and monitoring will also be discussed.

**Textbooks**


**PHAR4619**

**Drug Development & New Drug Technologies**

**Credit points:** 6. **Teacher/Coordinator:** Dr T Grewal. **Session:** Semester 1. **Classes:** 7 x lectures, 6 x 3hr workshops. **Prerequisites:** A pass in all Second Year units of study; either PHAR3630 or (PHAR3611 and PHAR3612); either PHAR3631 or PHAR3607, PHAR3608, PHAR3616 or PHAR2613 and (PHAR3614 or PHAR2624); PHAR3609 or PHAR3629; PHAR3610 or PHAR3620; either PCOL3605 or (PCOL3603 and PCOL3604). **Assessment:** Final exam (25%), assignment (25%), workshops (50%). All assessments must be passed to satisfy requirements of the course.

**Textbooks**

Associated degrees: UG Study Abroad Program, B Pharm, B Pharm (Rural).

This unit of study consists of two streams: (1) Pharmaceutical Biotechnology stream (lectures) and (2) Design of Biological Drugs stream (workshops). Stream 1 aims to expose students to developing biotechnologies relevant to pharmacy. The course materials will be covered by a series of lectures given by the faculty. Stream 2 consists of a series of workshops that focus on the areas involved in protein drug development: native protein purification; gene cloning; cloned gene expression; recombinant protein isolation; recombinant protein dosage form design; preclinical and clinical testing. This unit of study expands on second and third year pharmaceutical science units of study by exposing you to drug development and developing biotechnologies, such as gene therapy, vaccines, DNA arrays, new drug targets and drugs/therapies as well as clinical trials. This unit of study will introduce you to developing biotechnologies, new drug targets and therapies enabling you to be aware of up and coming biotechnologies and how they will impact on pharmaceutical care. Such knowledge will help you decide your future career direction and give you understanding of practical problems encountered in design and use of biotechnology derived drugs. In addition, this unit of study promotes integration and application of prior knowledge in pharmaceutical science to solving problems in tasks encountered in pharmaceutical research and development as well as allowing students to develop knowledge related to biotechnology derived drugs and skills in obtaining and critically assessing peer-reviewed publications. It also allows students to obtain people skills by participating in group work, resolve conflict management and obtain written and oral communication skills.

Textbooks

PHAR4620 Integrated Dispensing
Credit points: 6 Teacher/Coordinator: Dr P Aslani Session: Semester 1 Classes: 1 x 2hr lecture and 1 x 2hr workshop/week. Prerequisites: A pass in all second year units of study, either PHAR3601 or PHAR3602; either PHAR3613 or PHAR3623; either PHAR3614 or PHAR3615 or PHAR3624 or PHAR3627. Assessment: Demonstrate adequate performance in practical exams (30%), continuous assessment (30%), written exam (30%) and portfolio presentation (10%). Practical field work: 1 x 2hr practical/week
Associated degrees: UG Study Abroad Program, B Pharm, B Pharm (Rural).

Integrated Dispensing links together the skills and knowledge that students have developed in Dispensing and Pharmacy Practice. The emphasis is on clinical practice and develops the theme that dispensing is not a single event but draws on skills and knowledge from a variety of areas of pharmacy practice, including communication with the patient and prescriber. This is achieved using a simulated practice environment. Students learn to integrate the training they have received in dose form preparation with patient counselling skills, forensic and administrative requirements (including the use of computer-based dispensing programs), as well as the professional aspects of pharmacy to allow them to become competent dispensers of medicines.

Textbooks
Australian Medicines Handbook (2008 or 2009) Australian Pharmaceutical Formulary (latest edition) Pharmacy and Poisons legislation is required but is made available in a specific format for the unit

PHAR4621 Clinical Practice
Credit points: 12 Teacher/Coordinator: Dr L Pont Session: Semester 2 Classes: On-campus workshops. Prerequisites: A pass in all second year units of study. Corequisites: PHAR4618 Assessment: Medication management reviews (40%), poster (10%), oral presentation (10%), portfolio tasks (10%), and written exam (30%). Satisfactory preceptor assessment and exam is required to pass this unit of study. Practical field work: Clinical placement and online learning

Associated degrees: UG Study Abroad Program, B Pharm. This is an experiential unit of study which allows students to integrate their knowledge and skill-base within a variety of professional placements. Sites may include community and hospital pharmacies as well as professional organisations. In the clinical setting, students gain an awareness of the role of the pharmacist and the interaction between patient, pharmacist and other health professionals. In the non-clinical setting, the focus is on provision of healthcare services within Australia. Students complete a series of placements over a 10-week period. An optional 2-week July block placement may also be undertaken. Students not participating in the optional placement undertake an additional 10-week placement during semester 2. Additionally students will participate in campus-based workshops that provide a forum for discussion of the various issues experienced during clinical placement.

Textbooks

PHAR4622 Pharmacy Management
Credit points: 6 Teacher/Coordinator: Ms Wendy Poyer Session: Semester 2 Classes: 1 x 2hr lecture/wk, 1 x 2hr tutorial/wk. Classes will be arranged as required. Self directed/expertential learning required - 1.5 hrs/week. Prerequisites: A pass in all second year units of study. Assessment: Final exam (60%), group assignment (part A) (15%) and group assignment (part B) (25%). The mark for the exam must be greater than 50% of the possible mark in order for the student to satisfy the requirements of the course.
Associated degrees: UG Study Abroad Program, B Pharm. This course will introduce management issues that are crucial for understanding pharmacy business operations. It includes finance and accounting, human resources and marketing topics.

Textbooks
Pharmacy Management PHAR 4622 Pearson, 2009

PHAR4927 Pharmaceutics Advanced 4A
Credit points: 6 Teacher/Coordinator: Dr F Zhou Session: Semester 1 Classes: Seminar, tut/workshop, project/wk. Assessment: Oral presentations (30%), seminars and postgraduate presentations (10%), literature review (40%), supervisor evaluation (20%), workshop attendance/contributions, project/report. Note: Department permission required for enrolment. Note: Enrolment is by invitation only.
Associated degrees: B Pharm.
This unit of study is designed to extend the Pharmacy undergraduate’s knowledge and skills in research methodology, problem solving and written and oral scientific communication in specialist areas of Pharmaceutics. It provides an important basis in advanced coursework and laboratory research for those who wish to become candidates for the PhD, MSc and MPhil degrees. Advanced students will also retain essentially all of the professionally based training of the Pass degree and complete in the same time.

PHAR4928 Pharmaceutical Chemistry Advanced 4A
Credit points: 6 Teacher/Coordinator: Dr C C Duke Session: Semester 1 Classes: Seminar, tut/workshop, project/wk. Assessment: Assignments (20%), oral presentations (45%), written reports (30%), seminar attendance (5%) Note: Department permission required for enrolment. Note: Enrolment is by invitation only.
Associated degrees: B Pharm.
Pharmaceutical Chemistry Advanced 4A is designed to extend the Pharmacy undergraduate’s knowledge and skills in research practice and problem solving, and written and oral scientific communication. It provides an important basis for those who wish to become candidates for the PhD, MSc and MPhil degrees. In addition, the unit
of study provides extra training in specialised areas and will be particularly useful for those seeking employment in industrial, government and hospital laboratories. Advanced students will also retain essentially all of the professionally based training of the pass degree and complete in the same time.

PHAR4929
Pharmacy Practice Advanced 4A
Credit points: 18 Teacher/Coordinator: Assoc Prof I Krass Session: Semester 1 Classes: Seminar, tut/workshop/wk Assessment: Seminar attendance (10%), research diary (30%), literature review (40%), data management assignment (10%), scientific presentation (10%). Note: Department permission required for enrolment. Note: Enrolment is by invitation only.

Associated degrees: B Pharm.
A series of lectures / tutorials / practicals will cover topics such as literature review, research methods, scientific writing and presentation and data analytic skills. These will equip students with advanced research skills needed for their research projects. Research projects in areas of Pharmacy Practice such as Pharmacoeconomics, Pharmacoepidemiology, Professional Practice, Geriatric Patients, Asthma Management and Clinical Practice or Pharmacy Management will be offered. Weekly discussion between students, their supervisors and other pharmacy practice personnel will take place in order to evaluate and formulate possible methodologies for research projects. Advanced students will also retain essentially all of the professionally based training of the Pass degree and complete in the same time.

Textbooks

PHAR4930
Pharmaceutics Advanced 4B
Credit points: 18 Teacher/Coordinator: Dr F Zhou Session: Semester 2 Classes: Seminar, tut/workshop, project/wk. Prerequisites: A credit average in first semester marks, including PHAR4927 Corequisites: PHAR4928 Assessment: Oral presentation (30%), project/report (40%), seminar attendance/reports (10%), research capability/commitment (20%) Note: Department permission required for enrolment.

Associated degrees: B Pharm.
This unit of study is designed to extend the Pharmacy undergraduate's knowledge and skills in research practice and problem solving, and written and oral scientific communication acquired in the first semester unit of study PHAR4928. It provides an important basis for those who may wish to branch into specialised areas and will be particularly useful for those seeking employment in industry, government, hospital laboratories, research institutions and also for those considering continuation to postgraduate studies. The workshop and seminar components of the unit of study will assist in the development of advanced research skills and will complement the research project. The individual research project planned in the first semester will be pursued. A final research presentation and report describing research results and conclusions is to be presented at the end of the year.

PHAR4932
Pharmacy Practice Advanced 4B
Credit points: 18 Teacher/Coordinator: Assoc Prof I Krass Session: Semester 2 Classes: Seminar/tut/workshop, project/wk. Prerequisites: A credit average in first semester marks, including PHAR4929 Corequisites: PHAR4928 Assessment: Protocol presentation (10%), project/report (45%), seminar attendance (10%), research presentation (25%), supervisor assessment (10%). Note: Department permission required for enrolment.

Associated degrees: B Pharm.
This unit of study is designed to extend the Pharmacy undergraduate's knowledge and skills in research practice and problem solving, and written and oral scientific communication acquired in PHAR4929. It provides an important basis for those seeking employment in industry, government, hospital laboratories, research institutions and also for those considering continuation to postgraduate studies. The workshop/tutorial/seminar component of the course will assist in the development of advanced research skills and will complement the research project. A final research presentation and report describing research results and conclusions is to be presented at the end of the semester.

PHIS2601
Physiology for Pharmacy
Credit points: 6 Teacher/Coordinator: Dr Bronwyn McAllan Session: Semester 1 Classes: 4x1hr lect and 1x2hr tut per week Prerequisites: CHEM1611 and CHEM1612 and (BIOL1001 or BIOL1101 or BIOL1901 or BIOL1003 or BIOL1903) and MBLG1001 Assessment: 1x2hr exam, mid-semester test, continuous assessment

Associated degrees: UG Study Abroad Program, B Pharm, B Pharm (Rural).
Physiology for Pharmacy provides a broad basic knowledge of human structure and function. Topics covered include studies of nerve and muscle physiology, and movement and consciousness. It also covers human endocrine hormones, reproduction, blood, heart and circulation, fluid regulation and electrolyte balance, the skin, sensory perception, gastro-intestinal function and respiration.

Textbooks
3. Undergraduate degree regulations and policies

Resolutions of the Senate

Bachelor of Pharmacy

1. Requirements for the Bachelor of Pharmacy
   1.1 To qualify for the pass degree of the Bachelor of Pharmacy candidates must:
   1.1.1 complete successfully units of study giving credit for a total of 192 credit points; and
   1.1.2 satisfy the requirements of all relevant By-laws, Rules and Resolutions of the University.

2. Specialisations, Streams or Majors
   2.1 The following majors will be awarded in the Bachelor of Pharmacy:
   2.1.1 Rural
   2.1.2 Industrial
   2.1.3 International

3. Requirements for the honours degree (where honours is an option)
   3.1 To qualify for the award of the honours degree candidates must:
   3.1.1 complete successfully units of study giving credit for a total of 192 credit points; and
   3.1.2 satisfy the requirements of all other relevant By-laws, Rules and Resolutions of the University.

Resolutions of the Faculty

Bachelor of Pharmacy

1. Admission
   1.1 Admissions to the BPharm course is based on:
   1.1.1 Results of a Special Tertiary Admission Test (STAT) or the equivalent, or a tertiary studies record.
   1.1.2 NSW HSC Australian Tertiary Admissions Rank (ATAR) or the equivalent definition of rural applicable to other states.

2. Under the Faculty of Pharmacy Rural Students Entry Scheme a number of places have been set aside for entry to the Bachelor of Pharmacy program for prospective rural students who meet the selection criteria approved by the Academic Board, as set out below. Details of the application process are available from the Faculty.

3. Criteria for Admission to the BPharm under the Faculty of Pharmacy Rural Students Entry Scheme.
   3.1.1 Current NSW HSC or interstate equivalent applicants may be offered a place under the Faculty of Pharmacy Rural Students Entry Scheme if they meet all the criteria set out below:
   3.1.1.1 The applicant’s ATAR is not more than five points below the UAC main round cut off mark for the year of entry.
   3.1.1.2 Applicants must have completed at least the last four years of secondary education at a rural school (the definition of "rural" is detailed below).
   3.1.1.3 Applicants must have had a permanent home address in a rural area for a significant period (at least four years) at any time prior to their application (the definition of "rural" is detailed below).
   3.1.1.4 Applicants must be able to demonstrate a commitment to a career in a rural health setting. (This may include an exceptional record of involvement and achievement in community affairs at school or local community level in a rural environment).
   3.1.1.5 Applicants are not eligible for a place under this Scheme if they have completed one full-time year (or part-time equivalent) of tertiary study. (Tertiary study refers to Diploma, Advanced Diploma, Bachelors Degree or higher qualification recognised by the University of Sydney).

1.3.1.6 Applicants are not eligible for a place under this Scheme if they accept an offer under any other Access and Equity Program offered by the University.

1.3.2 Applicants must satisfy the Special Tertiary Admissions Test criterion outlined above.

Definition of ‘rural’
   The basis for the definition of “rural” will be the area encompassing the rural NSW Area Health Service regions, as announced by the NSW Department of Health on 16 March 1966, or the equivalent definition of rural applicable to other states. Basically, all of New South Wales is considered rural with the exception of Sydney, Central Coast, Newcastle, Wollongong, the Blue Mountains and their surrounding areas. In other states, similar definitions will apply.

2. Units of study
   2.1 The units of study for the degree are as set out in the Faculty of Pharmacy Handbook.

3. Requirements for the Bachelor of Pharmacy
   3.1 To qualify for the award of Pass degree students must:
   3.1.1 gain a minimum of 192 credit points by successfully completing all first year, second year, third year and fourth year units of study;
   3.1.2 satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University.

4. Requirements for the Honours degree
   4.1 The degree of Bachelor of Pharmacy shall be awarded in two grades, namely, Pass and Honours.
   4.2 Except with the permission of the Faculty, candidates of more than four years standing in the degree shall not be awarded the degree with honours.
   4.3 Except with the permission of the Faculty, Honours will not normally be awarded to any student with a grade of F or AF in any unit of study.
   4.4 Honours students can progress to Second Semester Advanced only if they obtain a credit average in their first semester marks. Students who fail this requirement will go back to the Pass stream, Fourth Year Second Semester.
   4.5 In order to be considered for the award of the University Medal, a student must obtain a WAM of 85 or greater over the entire degree, and must achieve minimum final honours mark of 90 or greater in two Advanced units of study – Research Methods and Research Project in the same stream. The decision to award a University Medal shall be made by the Faculty Honours Board of Examiners.
   4.6 To be eligible for the grade of Honours from 2001, a student must successfully complete two Advanced units of study in the same stream.
   4.7 A weighted average mark (WAM) will be calculated for each candidate as an overall measure of performance in the degree.
   4.8 The degree will be awarded with the following grades:
   4.8.1 First Class Honours: HWAM of 75 or greater with a minimum final honours mark of 85;
   4.8.2 Second Class Honours, division I: HWAM of 70–74 with a minimum final honours mark of 80; Second Class Honours, division II: HWAM of 65–69 with a minimum final honours mark of 75;
   4.9 HWAM means the Honours weighted average mark calculated by the Faculty from results for all 2000, 3000 and 4000 level units attempted for the degree, weighted 2, 3, 4 for the respective levels. The Advanced (Honours) units of study are given double weighting in this calculation.
5. Award of Bachelor of Pharmacy with Major
5.1 Except with the permission of the Faculty, candidates of more than four years standing in the degree shall not be permitted to undertake a unit of study resulting in award of the degree with a major.
5.2 In order to receive the award of Pass Degree with Major students must complete the required unit(s) of study.
5.3 Entry to the prescribed units of study leading to the award of a Major will be on basis of academic merit.

6. Enrolment in more/less than minimum load
6.1 In the first year of attendance candidates, unless granted credit in accordance with section 13, shall enrol in all the First Year units of study listed in Table 1.
6.2 Except with the permission of the Faculty, and subject to the exigencies of the timetable, candidates in subsequent years of attendance shall enrol in the maximum number of prescribed units of study for which they are qualified, provided that they may not take units of study totalling in excess of 54 credit points.
6.3 Students who have attempted or gained credit for all units of study in First and Second Years of the degree may be eligible to apply for prerequisite waiver which would allow enrolment in the full complement of units of study for the following academic year, together with the failed unit, provided they have no prior grade fail.

7. Restrictions on enrolment
7.1 Except with the permission of the Faculty, candidates may not take a Second Year unit of study until they have:
7.1.1 gained credit for at least 24 credit points in First Year units of study; and
7.1.2 completed the First Year units of study, if any, prescribed by the Faculty as qualifying units of study or prerequisites for the Second Year of Study, as set out in Table 1.
7.2 Except with the permission of the Faculty, candidates may not take a Third Year unit of study until they have:
7.2.1 gained credit for at least 18 credit points derived from Second Year units of study; and
7.2.2 completed all the First Year units of study, and all the Second Year units of study, if any, prescribed as qualifying units of study or prerequisites for the Third Year unit of study, as set out in Table 1.
7.3 Except with the permission of the Faculty, candidates may not take a Fourth Year unit of study until they have:
7.3.1 gained credit for at least 18 credit points derived from Third Year units of study; and
7.3.2 completed all the Second Year units of study, and all the Third Year units of study, if any, prescribed by the Faculty as qualifying units of study or prerequisites for the Fourth Year unit of study, as set out in Table 1.
7.4 Candidates may not take a higher unit of study in any subject area without having previously completed the lower unit of study, if any, in the same subject.
7.5 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.

8. Discontinuation of enrolment
8.1 A candidate must re-enrol each calendar year unless the Faculty has approved suspension of candidature. Candidature lapses if a candidate has not obtained approval for suspension and does not re-enrol. Candidates whose candidature has lapsed must be selected for admission again before they can re-enrol.
8.2 Except with the prior permission of the Faculty, a candidate shall not be granted a suspension of candidature in order to enrol in another course of tertiary study. Candidature shall lapse if a candidate enrolls in another course of tertiary study without prior permission of the Faculty.

9. Re-enrolment after an absence
9.1 A student must enrol in the semester following a period of approved absence.
9.2 Failure to re-enrol immediately after an approved suspension of candidature will result in candidature lapsing.

10. Satisfactory progress
10.1 Refer to the University of Sydney (Coursework) Rule 2000 (as amended) and Academic Board policies.

11. Time limit
11.1 Refer to the University of Sydney (Coursework) Rule 2000 (as amended).

12. Assessment policy
12.1 Candidates may be tested by written and oral class examinations, oral examinations, assignments, exercises, essays, or practical work or any combination of these; and
12.1.1 the results of such tests may be taken into account by the Faculty Board of Examiners in determining the final results for a unit of study.
12.2 In all units of study, work of a higher standard than that required for an ordinary pass may be recognised by the award of high distinction, distinction or credit.
12.3 Candidates who have been prevented by duly certified illness or misadventure from sitting for the whole or part of a unit of study assessment may be tested at such times and in such a way as the head of department concerned shall determine.
12.4 Candidates who do not pass in a unit of study shall, unless exempted by the Faculty:
12.4.1 again attend lectures and other classes; and
12.4.2 complete the prescribed written and other work in all such units of study in which they are permitted to re-enrol.
12.5 Candidates who present themselves for re-examination in any unit of study shall not be eligible for any prize or scholarship awarded in connection with such examination.
12.6 With the consent of the Faculty, additional assessment will only be permitted where:
12.6.1 a specific case of special consideration has been approved by the Faculty; or
12.6.2 a student in his or her final year fails a single compulsory assessment resulting in a grade of fail in only that unit of study preventing him or her from completing the degree that year.

13. Credit transfer policy
13.1 Refer to the University of Sydney (Coursework) Rule 2000 (as amended) and Academic Board policies.
This chapter sets out requirements for both research and coursework postgraduate programs offered in the Faculty of Pharmacy. Following a brief description of the research degrees and notes on the presentation of theses, details of the requirements and units of study for the coursework programs are listed.

The information in this chapter is in summary form and is subordinate to the provisions of the relevant degree resolutions (see Chapter 5). Another valuable resource for intending and current postgraduate students is the Postgraduate Research and Coursework Handbook published by the University of Sydney. See: www.usyd.edu.au/handbooks/handbooks_admin/postgraduate.shtml


Research degrees
Research degrees offered by the faculty are:

- Doctor of Philosophy
- Master of Philosophy

Doctor of Philosophy (PhD)
Course code: PB000

The degree of Doctor of Philosophy is a research degree awarded for a thesis considered to be a substantially original contribution to the subject concerned. Some coursework may be required (mainly in the form of seminars) but in no case is it a major component. See Chapter 5 for the Resolutions of the Senate and Academic Board relating to the degree of Doctor of Philosophy.

Applicants should normally hold a masters degree or a bachelor's degree with first class honours from the University of Sydney, or an equivalent qualification from another university or institution.

The degree may be taken on either a full-time or part-time basis. In the case of full-time candidates:

- the minimum period of candidature can, with the permission of the faculty, be two years for candidates holding an MSc degree or equivalent, or three years in the case of candidates holding a bachelor's degree with first class or second class honours
- the maximum period of candidature is normally four years.

Part-time candidature may be approved for applicants who can demonstrate that they are engaged in an occupation or other activity, which leaves them substantially free to pursue their candidature for the degree. For part-time candidates:

- the minimum period of candidature will normally be determined on the recommendation of the faculty but in any case will not be less than three years
- the maximum period of candidature is normally eight years.

Doctor of Philosophy degree resolutions
See Chapter 5.

Master of Philosophy (MPhil)
Course code: PC082

The degree is awarded on the successful examination of a thesis based on original research. The faculty offers a wide choice of research areas (see below). There is a coursework component to this degree, consisting of a Research Methods unit of study, but by no means is it a major component.

The minimum admission requirements are:

- a bachelor's degree with first or second class honours from the University of Sydney in pharmacy or science (e.g., pharmacology, chemistry or biochemistry), or
- a bachelor's degree from the University of Sydney or other approved institution without first or second class honours, after the applicant has passed a qualifying examination at a standard equivalent to the bachelor's degree with first or second class honours.

The Faculty of Pharmacy may exempt an applicant from the qualifying examination if the applicant has obtained at least a credit in the highest course available in the subject or subjects relevant to the Master of Philosophy (Pharmacy).

The degree may be taken on either a full-time or part-time basis. The minimum period of candidature will be one year with a maximum of two years for students enrolled on a full-time basis. For students enrolled on a part-time basis, the minimum period of candidature is two years, and four years maximum.

Master of Philosophy degree resolutions
See Chapter 5.

Research in the Faculty of Pharmacy

Research in Pharmacy covers a broad spectrum of pharmaceutical and clinical sciences, including:

- the design, synthesis, testing and mechanism of action of drugs
- studies on advanced drug delivery
- investigation of the fate of drugs in humans including pharmacogenomics and other aspects of drug disposition, and
- research on the clinical and sociological aspects of pharmacy and health services research.

Within the pharmacy profession, the Faculty of Pharmacy at the University of Sydney is established as a leader in research and innovation. We are experiencing a sustained period of significant growth as we continue to attract outstanding researchers to the faculty through the provision of facilities that promote world class research.

Research income has increased from approximately $0.5 million in 1999 to over $3.4 million in 2007. Research in the faculty is supported through nationally competitive grant funding from professional bodies, such as the Pharmacy Guild of Australia, National Health and Medical Research Council, Australian Research Council, Ramaciotti Foundation and Rebecca L Cooper Medical Research Foundation, among others.

Research projects are also conducted as collaborative ventures and contracts with the pharmaceutical industry or with State or Commonwealth Departments of Health.

The research activities at the Faculty of Pharmacy can be divided into three broad streams incorporating our research strengths. These are:

- Pharmaceutical Chemistry
- Pharmaceutics
- Pharmacy Practice

Pharmaceutical Chemistry

Drug Discovery – Research in Drug Discovery focuses on the conceptualization, design and testing of drugs (including drug quality). Utilising molecular modelling and computational chemistry, the
structural group has been active in its work aimed at targets for inflammation and schizophrenia, allowing it to develop compounds with promising therapeutic profiles.

The neuroscience team is involved in the design and synthesis of analogues of gamma aminobutyric acid (GABA), the major inhibitory neurotransmitter in the mammalian central nervous system.

GABA receptors are key targets for drugs which have important therapeutic actions including epilepsy, depression, anxiety and memory-related deficits implicated in Alzheimer’s disease and schizophrenia.


Our current research programs in this area include investigation of novel therapeutic targets for future pharmacological intervention in inflammatory diseases such as asthma and cancer, and structure-activity studies of receptors implicated in neurological conditions using mutagenesis methods to help us identify key amino acid residues that are important in the binding and function of receptors in neuroscience.

**Herbal Medicines** – The Herbal Medicines Research and Education Centre was founded in 1997, the first of its kind in Australia, which was established within the pharmaceutical chemistry program. The centre focuses on scholarship and research into the quality, safety and efficacy of herbal and complementary medicines and their interactions with conventional drugs.

Linkages and cooperation between the pharmaceutical, herbal and complementary medicine industries and user groups are actively promoted. The use of plants and other naturally occurring materials as sources of safe and effective therapeutic agents is a major objective of research carried out in the Herbal Medicines Research and Education Centre.

**Pharmaceutics**

Pharmacogenomics and Drug Development – The Pharmacogenomics and Drug Development Group has interests in how human gene variation influences drug action and safety. The principal focus is on human drug metabolising enzymes (cytochromes P450 in particular) and transporters that determine the concentrations of drugs in tissues and their durations of action.

Projects cover clinical aspects of human drug safety in addition to laboratory-based projects of human gene regulation in cells. At present, the emphasis is on anti-cancer agents and on atypical antipsychotic drugs.

Advanced Drug Delivery – The Advanced Drug Delivery Group is focussed on understanding physical properties of materials used in pharmaceutical sciences and relating those to in-vitro and subsequent in-vivo performance. More specifically, the group’s main focus is in respiratory drug delivery science.

In addition to the basic aerosol characterisation techniques, the group utilises a series of advanced techniques to allow direct insight into how surface morphology and chemistry influence in-vitro performance parameters in respiratory physical science.

**Pharmacy Practice**

Health Services Research – A particular strength of the Pharmacy Practice group is health services research focusing on the role of pharmacy in the health care setting. Implementing change to pharmacy practice in recent decades has required a solid base of research and evidence to support the clinical and economic value of extended roles for pharmacists.

Active research projects in this group include: airway smooth muscle and mast cells in asthma, private hospital pharmacy services and QUM indicators, exploring ethnic and cultural differences in behaviours and attitudes toward medicine-taking, customer perceptions and clinical assessment of home medicines reviews, continuity of care and home medicine reviews, optimising business viability in Australian community pharmacies by integrating cognitive pharmacy services, hospital pharmacy workforce and industrial relations, investigating the valproate-clozapine interacting in people with schizophrenia, extemporaneous compounding in community pharmacy, measuring perceived service quality in the public healthcare system, chronic disease and health economics, health services and policy, the impact of model of service delivery variables on the self management and metabolic control of children and adolescents with Type 1 diabetes, development and evaluation of a prescribing decision support tool for anticoagulation in the prevention of atrial fibrillation, psychotropic drug use in nursing homes, optimal dosing in children with malignant disease, ethnic differences in drug response, provision of mental health services in community pharmacy, asthma devices and self-management, development and provision of CMI, patient perceptions and their satisfaction with pharmacy services, medication counselling practice in community pharmacy, drug access, policy and clinical trials in paediatrics, sociocognitive examination of service quality and satisfaction within professional health services and measuring pharmacist inter-professional communication.

Quality Use of Medicines – Assuring medication safety and the Quality Use of Medicines in the community and institutional setting is also the key focus of research activity. Examples of research in the institutional setting include drug use reviews, clinical therapeutic drug monitoring, the role of drug committees and the impact of clinical services in the hospital setting.

In the community setting, research focuses on the impact of Residential Medication Management Review (RMMR) and HMR on medicines use and health outcomes. Medicines information is another focus of research activity with investigations into consumer needs, preferences, experiences and impacts on medicine taking behaviour.

Understanding the causes and consequences of age-related changes in response to medicines is a major focus in the research area of Pharmacy Aged Care within the Pharmacy Practice discipline. This involves investigations into the use of medicines in older people, clinical pharmacology studies to characterise changes in drug disposition and how these translate into practice.

Asthma – Cellular research in asthma is centred on examining the role of mechanism and interactions of inflammatory mediators, mast and smooth muscle cells in the pathophysiology of asthma. This may lead to the identification of new therapeutic targets to improve prevention and management of the condition.

**Pharmacy Management**

- In an increasingly competitive environment, skills such as marketing, human resources, leadership, retail management and strategic management are vital for the ongoing success of pharmacy. The Faculty of Pharmacy at the University of Sydney is the first school in Australia, and one of only a few in the world, to address this need through the development of a research program.

Research projects have commenced concerning strategic barriers to entry, human resource management in community pharmacy, home medicines reviews, the success factors affecting the introduction of automated dispensing systems into community pharmacy and perceived services quality.

The current focus is on integrating the business and professional aspects of practice by optimising business viability. Organisational frameworks, such as organisational flexibility are being used to examine and support the practical implementation of professional services in community pharmacies.

**Presentation of theses**

The following information is presented for the guidance of candidates. It should be regarded as a summary only. Candidates should also

Formal requirements for Doctor of Philosophy

- Four copies of the candidate’s thesis should be submitted for examination for the degree of Doctor of Philosophy. These may be bound in either a temporary or a permanent form.
- Theses submitted in temporary binding should be strong enough to withstand ordinary handling and postage.
- The degree shall not be awarded until the candidate has submitted a permanently bound copy of the thesis (containing any corrections or amendments that may be required), printed on acid-free or permanent paper.
- The thesis shall be accompanied by a certificate from the supervisor stating whether in the supervisor’s opinion the form of presentation of the thesis is satisfactory.
- Thesis in permanent form shall normally be on International Standard A4 size paper sewn and bound in boards covered with book cloth or buckram or other binding fabric.
- The title of the thesis, the candidate’s initials and surname, the title of the degree, the year of submission and the name of the University of Sydney should appear in lettering on the front cover or on the title page. The lettering on the spine, reading from top to bottom, should conform as far as possible to the above except that the name of the University of Sydney may be omitted and the thesis title abbreviated.
- Supporting material should be bound in the back of the thesis as an appendix or in a separate sheet of covers.

Formal requirements for Master of Philosophy

- Similar formal requirements to those above exist for the presentation of masters theses.
- Three copies must be submitted.

Coursework degrees

Requirements for the following coursework degrees offered by the Faculty, and their associated units of study, are listed in this chapter in the following order:

- Master of Pharmacy
- Master of Herbal Medicines
- Graduate Diploma in Herbal Medicines
- Graduate Certificate in Herbal Medicines

Results

For all coursework programs, the following mark ranges apply:

<table>
<thead>
<tr>
<th>Grades</th>
<th>Mark Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>HD</td>
<td>85–100</td>
</tr>
<tr>
<td>D</td>
<td>75–84</td>
</tr>
<tr>
<td>CR</td>
<td>65–74</td>
</tr>
<tr>
<td>P</td>
<td>50–64</td>
</tr>
<tr>
<td>R</td>
<td>Satisfied requirements</td>
</tr>
<tr>
<td>F</td>
<td>Fail</td>
</tr>
<tr>
<td>AF</td>
<td>Absent Fail</td>
</tr>
</tbody>
</table>

Coursework degree resolutions

See Chapter 5.

Master of Pharmacy (MPharm)

Course code: PC034

This postgraduate coursework program in pharmacy is a graduate entry level or professional masters degree offered to applicants who have completed an undergraduate degree. With a strong practical focus, the course is designed to provide an alternative mode of entry into the pharmacy profession.

The course has been designed to satisfy the academic requirements for registration with the Pharmacy Board of New South Wales.

Admission requirements

Successful applicants must meet each of the following admission requirements:

- a prior bachelor’s degree
- satisfactory score in the GAMSAT for local applicants or MCAT for international applicants
- a minimum GPA as determined by the faculty
- meeting equivalent to a minimum of 42 of the 54 credit points of prerequisite units of study – human biology, chemistry, calculus, statistics, biochemistry, physiology and pharmacology
- a satisfactory score for the Pharmacy Case Study Scenario.

Summary of requirements

The degree of Master of Pharmacy is a full-time two year course, including clinical placements undertaken during the summer and winter inter-semester periods. Progression towards the degree is by the accumulation of credit points. The requirements for the degree are set out in the Senate Resolutions (see Chapter 5) which should be read by all intending candidates.

To satisfy the requirement for the degree candidates must gain a minimum of 96 credit points by completing the units of study prescribed for the degree. Table 2 outlines the units of study which comprise the program of study for the Master of Pharmacy.

Registration requirements for pharmacists

A student who intends to qualify to be registered as a pharmacist under the Pharmacy Act 1964 is first required to qualify for the degree of Master of Pharmacy. In addition he or she is required to serve not less than 2000 hours as an assistant to a registered pharmacist in a pharmacy within the Commonwealth of Australia. This period must be served following the successful completion of the degree.

Further details concerning the requirements for registration can be obtained from the Pharmacy Board of New South Wales:

Postal address:
Locked Bag 2
3rd Floor, 28 Foveaux Street
Haymarket
NSW 2010 Australia
Phone: +61 2 9281 2924
Fax: +61 2 9281 2924
Web: www.pbnsw.org.au

Master of Pharmacy degree resolutions

See Chapter 5.

Postgraduate coursework programs in Herbal Medicines

Master of Herbal Medicines

(MLHerbMed) – Course code PC032

Graduate Diploma in Herbal Medicines

(GradDipHerbMed) – Course code PF002

Graduate Certificate in Herbal Medicines

(GradCertHerbMed) – Course code PG000

Objectives

The Master of Herbal Medicines, Graduate Diploma in Herbal Medicines, and Graduate Certificate in Herbal Medicines are designed to provide health care professionals and science graduates with an advanced education encompassing scientific and pharmaceutical aspects of herbal medicines, and their clinical applications. Candidates will at the same time acquire systematic knowledge of traditional medicine.
The programs are suitable for postgraduate studies by pharmacists, practitioners and dispensers of complementary medicine and Chinese medicine, medical practitioners, science graduates and professionals who would like to specialise in herbal medicines manufacturing, government regulation and research.

Program outcomes
Graduates with a pharmacy or medical background will gain appropriate knowledge and skills to enable them to provide information and in-depth advice on herbal products in their practice.

Graduates with a traditional Chinese medicine or medical acupuncture background will extend their scientific and pharmaceutical knowledge underpinning the clinical application of Chinese herbal medicines, attain knowledge on the interaction between Western and Chinese medicine, and extend skills necessary to prescribe or dispense scheduled herbs safely in the regulatory context.

Graduates from other scientific disciplines will gain and/or expand their knowledge and further develop skills necessary for work in manufacturing, teaching and the research areas of herbal medicines.

Admission requirements
The basic entry requirement is a bachelor's degree in pharmacy, medicine, nursing, Chinese medicine, complementary medicine, science, veterinary science, agriculture or other appropriate disciplines from an approved university. Under special circumstances other applicants with demonstrable relevant occupational experience and holding relevant diplomas may, on successfully meeting such requirements, be eligible for admission subject to approval by the Dean. The faculty's usual English language admission requirements also apply.

Program requirements
The Herbal Medicines programs are available for both part-time and full-time study. However, international students are only permitted to enrol full-time.

The course consists of lectures, tutorials, laboratory practical, excursions, and assignment projects. There are approximately eight hours (two/three evenings) of lectures/tutorials per week during semester for part-time study and approximately sixteen hours (five evenings) of lectures/tutorials per week during semester for full-time study.

Extra hours are required to attend excursions, carry out literature searches, complete assignments and undertake other self-directed study. Honours students should be prepared to conduct their research at the university during the daytime in addition to attending classes in the evening.

The candidates are required to complete 48 credit points to qualify for the Masters pass degree, with an additional 12 credit points for the honours dissertation; 36 credit points to qualify for the Graduate Diploma; 24 credit points to qualify for the Graduate Certificate.

For part-time study, the Master of Herbal Medicines is to be taken over two to four years. The Graduate Diploma in Herbal Medicines is to be taken over one and a half to three years. The Graduate Certificate in Herbal Medicines is to be taken over one to two years.

For full-time study, the Master of Herbal Medicines is to be taken over one to two years; the honours component for the Master of Herbal Medicines adds an extra semester to the initial Masters program; the Graduate Diploma in Herbal Medicines is to be taken over one to one and a half years; the Graduate Certificate in Herbal Medicines is to be taken over half a year to one year.

Summary of requirements for part-time study

<table>
<thead>
<tr>
<th>Program</th>
<th>Credit points required</th>
<th>Minimum time for completion</th>
<th>Maximum time for completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master of Herbal Medicines</td>
<td>48</td>
<td>2 years</td>
<td>4 years</td>
</tr>
<tr>
<td>Master of Herbal Medicines (honours level)*</td>
<td>60</td>
<td>2.5 years</td>
<td>4 years</td>
</tr>
<tr>
<td>Graduate Diploma in Herbal Medicines</td>
<td>36</td>
<td>1.5 years</td>
<td>3 years</td>
</tr>
<tr>
<td>Graduate Certificate in Herbal Medicines</td>
<td>24</td>
<td>1 year</td>
<td>2 years</td>
</tr>
</tbody>
</table>

* A dissertation is required for the Master of Herbal Medicine at honours level.

Flexibility between courses
This is a fully embedded program. The Graduate Certificate and Graduate Diploma are linked to the Masters degree. Candidates enrolled in the Masters degree or Graduate Diploma may choose to terminate their enrolment earlier to qualify for the Graduate Diploma or Graduate Certificate. Candidates are eligible to apply to transfer their enrolment from Graduate Certificate to Graduate Diploma, or from Graduate Diploma to Masters. Local candidates are eligible to apply for conversion between part-time and full-time study.

Course structure
The Master of Herbal Medicines program has four core units of study and seven electives, with the core units of study offered Monday to Thursday, and the elective units of study offered Monday to Friday. Full-time candidates are required to attend classes potentially for five days (evenings) per week, depending on electives chosen, but with a minimum of four days (evenings) per week. The table below shows the graduate programs in herbal medicines, including the suggested units of study for those candidates wishing to specialise in different fields: clinical, industry and dispensary fields. Flexibility is allowed for electives and students also have the option of choosing one unit of study from other disciplines within the university, or from another university, subject to approval by the course coordinator.

To be eligible to apply for the dissertation required for the Master of Herbal Medicines at honours level, students need an average weighted mark of at least 65 in 24 credit points of core unit coursework in Semester 1. A weighted average mark of 70 must be maintained in Semester 2. Approved students are then required to undertake a small supervised research project in herbal medicines and complete a formal dissertation component. The offer of a dissertation is subject to availability of staff and laboratory space.
At least 50 per cent of total credit points earned should be from core units. Flexibility is allowed for electives, however there are recommended electives for each stream. An elective unit of study may not be offered if a certain enrolment number is not reached.

Credit
Prior to admission to candidature, a candidate who has completed relevant graduate coursework in the University of Sydney or another recognised university may be eligible for credit of up to one third of the overall degree towards the requirements for the Master of Herbal Medicines, the Graduate Diploma in Herbal Medicines, or the Graduate Certificate in Herbal Medicines degrees respectively. The graduate study completed (within the previous five years) must be considered by the faculty to be equivalent to programs prescribed for the degree.

Herbal Medicines degree resolutions
See Chapter 5.

### Units of study: tables

**Table 2: Master of Pharmacy degree**

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PCOL5001 Current Topics in Pharmacology</td>
<td>6</td>
<td></td>
<td></td>
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<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>PHAR5513 Pharmaceutical Chemistry 1A</td>
<td>6</td>
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<td></td>
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<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>PHAR5515 Pharmaceutical Science</td>
<td>6</td>
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<td>Semester 1</td>
</tr>
<tr>
<td>PHAR5516 Pharmaceutical Chemistry 1B</td>
<td>6 C PHAR5513 and PHAR5515</td>
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<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>PHAR5517 Pharmaceutics 1B</td>
<td>6 C PHAR5515</td>
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<td></td>
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<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>PHAR5518 Pharmacy Practice A</td>
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<td>Semester 2</td>
</tr>
<tr>
<td>PHAR5505 Clinical Residency 1</td>
<td>12 C PHAR5518</td>
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<td></td>
<td></td>
<td></td>
<td>S2 Late Int</td>
</tr>
<tr>
<td>Year 2</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHAR5507 Dispensing Practice</td>
<td>6 P PHAR5517</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>PHAR5508 Pharmacy Practice B</td>
<td>6 P PHAR5505 and PHAR5518</td>
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<td></td>
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<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>PHAR5514 Pharmaceutics 2A</td>
<td>6</td>
<td></td>
<td></td>
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<td>Semester 1</td>
</tr>
<tr>
<td>PHAR5506 Pharmaceutical Chemistry 2B</td>
<td>6 P PHAR5513, PHAR5516</td>
<td></td>
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<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>PHAR5509 Integrated Pharmaceutics</td>
<td>6 P PHAR5517 C PHAR5514</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>PHAR5510 Pharmacy Practice C</td>
<td>6 C PHAR5508</td>
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<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>PHAR5512 Clinical Residency 2</td>
<td>12 C PHAR5508 and PHAR5510</td>
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<td></td>
<td></td>
<td></td>
<td>S2 Late Int</td>
</tr>
</tbody>
</table>
Table 3: Postgraduate coursework programs in Herbal Medicine

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>HERB5550 Integriative Herbal Therapeutics</td>
<td>6</td>
<td></td>
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<td>Semester 1</td>
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<tr>
<td>HERB5551 Botany and Herbal Chemistry</td>
<td>6</td>
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<td>Semester 1</td>
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<tr>
<td>HERB5552 Herbal Pharmacology</td>
<td>6</td>
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<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
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<tr>
<td>HERB5553 Herbal Regulation and Dispensing</td>
<td>6</td>
<td></td>
<td></td>
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<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>HERB5554 Chinese Medicine and Materia Medica</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>HERB5555 Herbal Pharmaceutics and Analysis</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>HERB5556 Herbal Toxicology</td>
<td>6</td>
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<td></td>
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<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>HERB5557 Pharmacognosy</td>
<td>6</td>
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<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>HERB5558 Clinical Studies and Monographs</td>
<td>6</td>
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<td>Semester 2</td>
</tr>
<tr>
<td>HERB5559 Chinese Herbal Formulas and Processing</td>
<td>6</td>
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<td>Semester 2</td>
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<tr>
<td>HERB5560 Dissertation</td>
<td>12</td>
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<td>Semester 1</td>
</tr>
</tbody>
</table>

* For Master of Herbal Medicines (honours level)

**Note:** Department permission required for enrolment

### Units of study: listings

**HERB5550 Integriative Herbal Therapeutics**

**Credit points:** 6  
**Teacher/Coordinator:** Dr George Li  
**Session:** Semester 1  
**Classes:** lectures 3 hrs/wk for 11 wks, practicals, tutorials, 3 hrs/wk for 2 wks  
**Assessment:** examinations (50%), assignments (25%), practical work (25%)  
**Associated degrees:** PG Coursework Exchange, Grad Dip H M, M Pharm (Clin), M Herb Med, Grad Cert H M.

This unit of study is designed for the healthcare practitioners who would like to extend their understanding in clinical applications of traditional herbal medicines. ‘Integration’ is the essence of this unit of study, linking and combining the knowledge and practice of Western and traditional medicine in the treatment of common diseases. The unit covers some common chronic diseases, such as hypertension, hyperlipidemia, diabetes, asthma, rheumatism, prostate hypertrophy, menopausal syndrome, depression etc. The disease states based on the symptomology of Western medicines are extended towards the syndrome and holistic model of traditional medicines (Chinese, Western and Ayurvedic).

**Textbooks**


**HERB5551 Botany and Herbal Chemistry**

**Credit points:** 6  
**Teacher/Coordinator:** Dr George Li  
**Session:** Semester 1  
**Classes:** lectures 3 hrs/wk for 12 wks, practicals, tutorials, 3 hrs/wk for 4 wks  
**Assessment:** examinations (50%), assignments (25%), practical work (25%)  
**Associated degrees:** PG Coursework Exchange, Grad Dip H M, M Pharm (Clin), M Herb Med, Grad Cert H M.

Medicinal botany is the study of the structure, morphology and taxonomy of medicinal plants. The objectives of the subject are to classify and identify medicinal plants, to ensure the safety and quality of herbal medicines by eliminating the confusion of herbal species, and to develop new resources of medicinal plants. Herbal chemistry comprises the study of extraction and separation, chemical properties, structure determination and biosynthesis pathways of chemical components in herbal medicines. The objective is to use both modern science and technology and traditional theory to study the relationship between chemical components and properties of herbal medicines.

**Textbooks**


**HERB5552 Herbal Pharmacology**

**Credit points:** 6  
**Teacher/Coordinator:** Dr George Li  
**Session:** Semester 1  
**Classes:** lectures 3 hrs/wk for 12 wks, practicals, tutorials, 3 hrs/wk for 3 wks  
**Assessment:** examinations (50%), assignments (25%), practical work (25%)  
**Associated degrees:** PG Coursework Exchange, Grad Dip H M, M Pharm (Clin), M Herb Med, Grad Cert H M.

Herbal pharmacology is the study of the function and mechanism of action of herbal medicines with modern scientific methods. The objectives are: to understand pharmacological principles of herbal medicines which will help health-care practitioners to understand the prescribing of herbal medicines effectively; to understand the underlying nature of traditional medical theory; to provide data on pharmacodynamics and toxicology for new herbal products development. This subject will emphasise the pharmacological study of traditional herbal medicines. The pharmacology of each class of...
Drugs are discussed in relation to traditional theories and classification of herbs.

Textbooks
Montvale N.J, PDR for Herbal Medicines. Medical Economic, 1998

HERB5533
Herbal Regulation and Dispensing
Credit points: 6
Teacher/Coordinator: Dr George Li
Session: Semester 1
Classes: lectures 3 hrs/wk for 9 wks, practicals, tutorials, 3 hrs/wk for 2 wks
Assessment: examinations (50%), assignments (25%), practical work (25%)
Associated degrees: PG Coursework Exchange, Grad Dip H M, M Pharm (Clin), M Herb Med, Grad Cert H M.

This unit of study covers the government legislation concerning products and practice of complementary medicines. This unit will help industry professionals to understand TGA Legislation to ensure that medicinal preparations are of acceptable quality, safety and efficacy, and for health-care practitioners to dispense herbal medicines safely.

Topics in this unit of study will include: The Australian Therapeutic Goods Administration; accreditation of complementary medicine practitioners; Registration and Listing of traditional or complementary medicines; GMP of herbal manufacturing; dispensing and quality management of herbal medicines, and quality use of medicines.

Textbooks
Guidelines for the Appropriate Use of Herbal Medicines. World Health Organisation, 1998
Botanical Medicine: Efficacy, Quality Assurance and Regulation, D Eskinazi, Mark Blumenthal, Norman Farnsworth, Chance W Riggins, Mary Ann Liebert, 1999
Complementary Medicine and the Law, Julie Stone and Joan Matthews, Oxford University Press, 1996

HERB5544
Chinese Medicine and Materia Medica
Credit points: 6
Teacher/Coordinator: Dr George Li
Session: Semester 1
Classes: lectures 3 hrs/wk for 13 wks, practicals, tutorials, 3 hrs/wk for 3 wks
Assessment: Examinations (50%), assignments (25%), practical work (25%)
Associated degrees: PG Coursework Exchange, Grad Dip H M, M Pharm (Clin), M Herb Med, Grad Cert H M.

Basic Chinese medicine includes basic theory and its application in the four diagnosis methods, pattern differentiation methods, treatment principles and methods. The unit of study provides systematic knowledge on Chinese medicine and lays a solid foundation for further study on the materia medica and formulary of Chinese medicine. This unit will study the basic theory of Chinese materia medica and the origin, collection, property, function, and clinical application of Chinese herbs in Chinese medicine context. It bridges Chinese medicine theory, formulas and clinical practice. It also provides a foundation for modern herbal monographs.

Textbooks

HERB5555
Herbal Pharmaceutics and Analysis
Credit points: 6
Teacher/Coordinator: Dr George Li
Session: Semester 2
Classes: lectures 3 hrs/wk for 11 wks, practicals, tutorials, 3 hrs/wk for 5 wks
Assessment: examinations (50%), assignments (25%), practical work (25%)
Associated degrees: PG Coursework Exchange, Grad Dip H M, M Pharm (Clin), M Herb Med, Grad Cert H M.

Pharmacological technology of herbal medicines includes the study of formulation theory and manufacturing techniques, quality control and application of herbal products using methods of modern science and technology, combined with traditional medicine theory. The primary objective of pharmaceutical technology of herbal medicines is to formulate herbal medicines into dosage forms, and meet the requirements of quality, efficacy, safety and stability. Analysis of herbal medicines is the study of methods of chemical analysis, qualitative and quantitative analysis of chemical components, chemical analysis of formulations. The objectives of this course are to develop an understanding of the underlying principles of the analytical methodology used in identifying and quantifying the main chemical components of herbal medicines, as well as contaminants and impurities, and to become familiar with the concepts of method validation and stability-indicating analysis as applied to herbal substances.

Textbooks
Martin A N. Physical Pharmacy. Lea & Febiger, 1993
Ansel H C. Introduction to Pharmaceutical Dose Forms. Lea & Febiger, 1985
Witholt M. Herbal Drugs and Phytochemicals. translated by N Bisset. 1994

HERB5556
Herbal Toxicology
Credit points: 6
Teacher/Coordinator: Dr George Li
Session: Semester 2
Classes: lectures 3 hrs/wk for 7 wks, practicals, tutorials, 3 hrs/wk for 4 wks
Assessment: examinations (50%), assignments (25%), practical work (25%)
Associated degrees: PG Coursework Exchange, Grad Dip H M, M Pharm (Clin), M Herb Med, Grad Cert H M.

Herbal toxicology deals with the theory and application of toxicology and safety aspects related to the herbal medicine industry and practice. Topics in this unit of study will include: mechanisms of toxicity, toxicological testing, toxicity of plants, adverse reactions, report mechanism for adverse reactions, contraindications and interactions with pharmaceutical drugs, scheduling of pharmaceutical and herbal medicines, list of toxic herbs.

Textbooks

HERB5557
Pharmacognosy
Credit points: 6
Teacher/Coordinator: Dr George Li
Session: Semester 2
Classes: lectures 3 hrs/wk for 9 wks, practicals, tutorials, 3 hrs/wk for 3 wks
Assessment: examinations (50%), assignments (25%), practical work (25%)
Associated degrees: PG Coursework Exchange, Grad Dip H M, M Pharm (Clin), M Herb Med, Grad Cert H M.

Pharmacognosy is the study of natural substances, principally plants, used in medicine. The current subject, pharmacognosy-identification of herbs focuses on the study of herbal identification and quality and development of new herbal resources. It utilizes experience of traditional medicine and theory and methods of modern sciences such as botany, zoology, and chemistry. It studies the origin, characteristics, microscopic characters, chemical components, physical and chemical properties of herbal medicines to ensure the quality of herbal materials and develop new resources.

Textbooks
Montvale, N.J. PDR for Herbal Medicines. Medical Economic, 1998

25
HERB5558
Clinical Studies and Monographs
Credit points: 6 Teacher/Coordinator: Dr George Li Session: Semester 2 Classes: 3 hrs/wk for 11 wks, practicals, tutorials, 3 hrs/wk for 4 wks Assessment: examinations (50%), assignments (25%), practical work (25%)
Associated degrees: PG Coursework Exchange, Grad Dip H M, M Pharm (Clin), M Herb Med, Grad Cert H M.

This unit has two modules with Module 1 covering the evaluation of clinical studies which refers to the amount of scientific and clinical literature on herbal medicines which is rapidly expanding. This subject will cover the quantitative aspects of study design, the extent and type of use of herbal medicines in world communities, evaluation of methodology of clinical trials, recent developments in clinical trials of herbal medicines in Australia and overseas and literature search training. Module 2 covers herbal monographs which is the information and application of common herbs and herbal preparations available in Australia. Topics will cover botanic description, traditional usage, chemical composition, pharmacology, therapeutic application, toxicity, clinical trial data, TGA regulatory status, and products in the market.

Textbooks
National Statement on Ethical Conduct in Research Involving Humans, National Health and Medical Research Council, 1999
DeAngelis C. An Introduction to Clinical Research, Oxford University Press
Iber FL, Riley WA, Murray PJ, Conducting Clinical Trials, Plenum Medical Book Company, 1989
Montvale NJ, PDR for Herbal Medicines, Medical Economic, 1998
Monographs on the Medicinal Uses of Plant Drugs, European Scientific Cooperative on Phytotherapy
Zhu Y. Chinese Materia Medica, Chemistry, Pharmacology, and Applications

HERB5559
Chinese Herbal Formulas and Processing
Credit points: 6 Teacher/Coordinator: Dr George Li Session: Semester 2 Classes: lectures 3 hrs/wk for 11 wks, practicals, tutorials, 3 hrs/wk for 3 wks Assessment: examinations (50%), assignments (25%), practical work (25%)
Associated degrees: PG Coursework Exchange, Grad Dip H M, M Pharm (Clin), M Herb Med, Grad Cert H M.

A formula of Chinese medicine is a preparation of a number of herbs for clinical use according to certain guidelines, on the basis of pattern differentiation and treatment methods. Formulary of Chinese medicine is based on the study of theory and application of formulae of Chinese medicine. Processing of Chinese medicine is a subject dealing with the theory, history and techniques of processing of Chinese materia medica, and the quality standard of processed herbs and the principles of processing. The objective of processing of Chinese herbal medicines is to maintain the quality of processed herbs, and ensure the safety and clinical efficacy of herbal medicines.

Textbooks
Whitten G. Herbal Harvest-Commercial Production of Quality Dried Herbs in Australia. Agmeda, 1997

HERB5560
Dissertation
Credit points: 12 Teacher/Coordinator: Dr George Li Session: Semester 1, Semester 1a, Semester 1b, Semester 2, Semester 2a, Semester 2b Classes: Weekly meetings with coordinator and supervisor. Students are required to spend approx 24 hrs/wk on their project for one semester on a part-time basis Assessment: Research and dissertation of up to 20,000 words, or as a manuscript (approx. 3500 words). The manuscript should match the style and content of a nominated journal. The dissertation or manuscript should be bound and will be sent to two examiners.
Note: Department permission required for enrolment.
Associated degrees: M Herb Med (Hons).

To be eligible to apply for the Dissertation students need an average weighted mark of at least 65 in 24 credit points of core unit coursework in Semester 1. A weighted average mark of at least 70 must be maintained in Semester 2. Approved students are then required to undertake a small supervised research project in herbal medicines and complete a formal Dissertation component. The offer of Dissertation is subject to availability of staff and laboratory space. Students enrolled in the Master of Herbal Medicines (Honours) will undertake a research project over half (full-time) to one semester (part-time students). This research project will involve a literature review, the development of a research proposal and protocol, obtaining ethics approval, and collection of data, and then preparation of a minor treatise under the supervision of a faculty staff member. Supervision will normally involve a 1hr/week meeting with the student's supervisor. Facilities and equipment appropriate to the research will be arranged within the faculty as needed. Students will be required to write a major treatise up to 20,000 words documenting an original research endeavour in the area of herbal medicines. Students will be expected to attend the Postgraduate Research Symposium and to present their research proposal and their ongoing work to peer review.

PCOL5001
Current Topics in Pharmacology
Credit points: 6 Teacher/Coordinator: Dr Slade Matthews Session: Semester 1 Classes: 2hrs of lectures and 3hrs laboratory classes/workshops per week Assessment: final examination (50%), mid-semester examination (25%) in semester assessments (25%)
Associated degrees: M Pharm.

This unit aims to develop students' understanding of the therapeutic applications of drugs based on their underlying pharmacodynamic and pharmacokinetic properties, concentrating on the pharmacology of agents most widely used in Australia and exploring issues related to the use and safety of these agents.

PHAR5505
Clinical Residency 1
Credit points: 12 Teacher/Coordinator: Dr B Bajorek Session: S2 Late Int Classes: 5 x lectures, 30hrs of tutorials/workshops and 40hrs of on-line workshops Corequisites: PHAR5516 Assessment: Continuous assessment via clinical portfolios, including skill-based competencies (30%); tutorial/workshop participation, including pre-work (30%); oral presentation (20%); reflexion (10%); and preceptor evaluation (10%) Practical field work: 156hrs of off-campus experiential placements over 6 wks
Associated degrees: M Pharm.

This unit of study integrates the information and skills developed in Pharmacy Practice A and Current Topics in Pharmacology within an experiential setting, providing students with the opportunity to enhance their knowledge and skill base. Students will undertake their learning within both the community and hospital setting, where they will: observe the role of the pharmacist, and their relationship to other health care professionals, within the health care team; utilise their communication skills to educate and deliver drug information to pharmacy clients (patients, pharmacists, health professionals, peers); and develop their clinical knowledge by observing, monitoring, and researching the application of pharmacotherapy to patient care, focusing on the core therapeutic areas (as covered in coursework). Additionally, students will participate in campus-based (face-to-face and/or on-line) tutorial and/or workshop sessions, as well as on-line activities and self-directed learning modules, that will enable them to demonstrate, in a group setting, clinical knowledge and skill development, as well as provide a forum to discuss various practice issues, as experienced during clinical placement.

PHAR5506
Pharmaceutical Chemistry 2B
Credit points: 6 Teacher/Coordinator: Dr R Roubin Session: Semester 2 Classes: 2 x 1hr lectures/wk and 7 x 3hr workshops as well as self-directed learning Prerequisites: PHAR5513, PHAR5516 Assessment: Exam (50%), drug action workshop I (15%), drug action workshop II (15%), drug action workshop III (20%)
Associated degrees: M Pharm.

The aim of this unit of study is to explore recent advances in drug technology and to illustrate how basic research underpins clinical
practice and pharmaceutical care. Students will be exposed to the newly developed and "up-and-coming" biotechnologies such as gene therapy, immunotherapies and prodrugs in the context of neurological disorders, inflammatory diseases, cancer and AIDS. Students will also obtain molecular insights into the actions of natural products. On successful completion of this unit of study, students will: be aware of the latest advances in drug technology; understand how basic research underpins clinical practice and pharmaceutical care; have developed advanced literature searching skills and be able to comprehend the work in original research articles and extract the relevant information from those articles; have improved their writing and oral communication skills; and comprehend the role chemistry plays in determining the molecular basis of drug action. This unit of study will hone the student's critical thinking, literature searching and scientific presentation skills - thus equipping the students with the essential skills for life-long learning.

Textbooks
TL Lemke & DA Williams. Foye's Principles of Medicinal Chemistry (Lippincott Williams & Wilkins, 6th Ed, 2008)
W-G Shen & S.G. Louie. Immunology for pharmacy students (Harwood Academic, 1999)

PHAR5507
Dispensing Practice
Credit points: 6
Teacher/Coordinator: E Sainsbury
Session: Semester 1
Classes: 1 x 2hr lecture/wk, 7 x 1hr tutorials and 6 x 2hr tutorials
Prerequisites: PHAR5517
Assessment: Practical exams (30%), written exam (30%), continuous practical assessment (30%), dispensing portfolio (10%). Satisfactory performance in all areas of this unit of study is required. Practical field work: 7 x 3hr practicals and 6 x 2hr practicals
Associated degrees: M Pharm.
This unit of study gives an introduction to dispensing practice, accuracy in dispensing, legal aspects of dispensing procedures, prescriptions for dispensing prescriptions, documentation of dispensing procedures, containers and labelling of dispensed medicines, dispensing of particular formulations, effect of changing formulation variables on the physical properties and efficacy of pharmaceutical products, dispensing and therapeutics, dosage, pricing of prescriptions. A series of workshops and practical classes complements the lectures, allowing students to dispense and critically assess a variety of pharmaceutical products and a range of proprietary items, as well as facilitating the development of error-detection skills. During the second half of the semester, the process of dispensing is extended to include therapeutic aspects and recommendations.

Textbooks
Australian Medicines Handbook 2009 or 2010 Australian Pharmaceutical Formulary (latest version)

PHAR5508
Pharmacy Practice B
Credit points: 6
Teacher/Coordinator: Dr S Megall
Session: Semester 1
Classes: 2 x lectures/wk and 2 x 2hr tutorials/wk
Prerequisites: PHAR5505 and PHAR5518
Assessment: Tutorial participation and contribution (30%), final written exam (50%), MCQ exam (20%)
Associated degrees: M Pharm.
This unit of study is a continuation of Pharmacy Practice A and B. A number of therapeutics topics will be covered in a problem-based learning format. Practice-based tutorials will be supplemented with relevant therapeutics lectures and other learning resources. Students will explore the role of the pharmacist in advising on primary and self care, performing clinical interventions, conducting medication reviews, monitoring therapeutic outcomes, participating in therapeutic decision making and involvement in health promotion and public health within these therapeutic areas. Themes such as evidence based practice, pharmacoepidemiology, drug information, medication safety, ethics and communication skills will be incorporated throughout the unit of study.

Textbooks

PHAR5509
Integrated Pharmaceutics
Credit points: 6
Teacher/Coordinator: R Salama
Session: Semester 2
Classes: 3 x 1hr lectures/wk and 1 x 3hr workshop/wk
Prerequisites: PHAR5517
Assessment: Corequisites: PHAR5514
Assessment: Exam (40%) and workshop presentations (60%)
Associated degrees: M Pharm.
This unit of study aims to expose the students to six themes associated with new drug development. As an integrated pharmaceutics course, this unit covers the topics of preclinical screening, ADME and animal testing, pre-formulation, formulation, clinical trials and finally product marketing and post marketing responsibilities. Themes will be introduced in the form of lectures given by the faculty as well as presented by invited scientific professionals.

PHAR5510
Pharmacy Practice C
Credit points: 6
Teacher/Coordinator: Dr K Williams
Session: Semester 2
Classes: 3 x lectures/wk and 2 x 2hr tutorials/wk
Corequisites: PHAR5508
Assessment: Tutorial contribution (30%) and exams (70%)
Associated degrees: M Pharm.
This unit of study is a continuation of Pharmacy Practice A and B. A number of therapeutics topics will be covered in a problem-based learning format. Practice-based tutorials will be supplemented with relevant therapeutics lectures and other learning resources. Students will explore the role of the pharmacist in advising on primary and self care, performing clinical interventions, conducting medication reviews, monitoring therapeutic outcomes, participating in therapeutic decision making and involvement in health promotion and public health within these therapeutic areas. Themes such as evidence based practice, pharmacoepidemiology, drug information, medication safety, ethics and communication skills will be incorporated throughout the unit of study.

Textbooks

PHAR5512
Clinical Residency 2
Credit points: 12
Teacher/Coordinator: Professor A McLachlan
Session: S2 Late Int
Corequisites: PHAR5508 and PHAR5510
Assessment: Block 1: reflective diary (15%), portfolio of cases and activities (10%), preceptor evaluation (20%), case two (15%); Block 2: reflective diary (10%), preceptor evaluation (20%), case two or project report (15%). All assessment tasks must be completed. Satisfactory performance in all areas of this unit of study is required.

Practical field work: 2 x 2wk experiential placements

Associated degrees: M Pharm.
This is an experiential unit of study. Off-campus placements will provide students with opportunities to enhance their knowledge and skill-base within clinical and professional settings. The sites may include primary and tertiary health care, general and specialist practice in rural and metropolitan areas, professional organisations and Quality Use of Medicines settings as well as the pharmaceutical industry. Two block placements are undertaken, 1 x 2 weeks in July (Block 1) and 1 x 2 weeks in November/December (Block 2). The July placement must be undertaken in a clinical setting, either community pharmacy or hospital.

PHAR5513
Pharmaceutical Chemistry 1A
Credit points: 6
Teacher/Coordinator: Dr J Hanrahan
Session: Semester 1
Classes: 2 x lectures/wk, 5 x 2hr tutorials, 4 x 4hr workshops and self-directed learning Assessment: Exam (60%), laboratories (25%), workshops (10%) and modelling (5%) Practical field work: 3 x 4hr labs
Associated degrees: M Pharm.
This unit will explore the physicochemical properties of drugs and how this determines the interactions of small molecules (drugs) with biological macromolecules (enzymes and receptors). All stages in the process of drug design and development will be investigated, including
computational drug design, structure activity studies, synthesis and activity assays. Students will also gain experience in a variety of experimental techniques related to drug design. In addition, students will develop skills including critical thinking, the use of information technology and report writing.

Textbooks

PHAR5514
Pharmaceutics 2A
Credit points: 6 Teacher/Coordinator: Dr M Bebawy Session: Semester 1 Classes: 3 x 5 lectures/wk and 2hr workshops scheduled as required Assessment: Quizzes (summative and formative), workshops (formative), final examination (summative). All assessments are compulsory.

Associated degrees: M Pharm.

This unit of study is intended to provide knowledge in a number of fundamental areas that guide and provide evidence to support the safe, effective and ethical use of medicines. These fundamental areas of knowledge start with an understanding of the relationship between drugs interacting with target sites in the body and the effect produced (i.e. pharmacodynamic principles) and understanding the physiological and physicochemical factors that govern the movement of drugs around the body and the time course of exposure of body tissues and blood to drugs (i.e. pharmacokinetics). These principles involve developing concepts and models to explain drug activity in patients and to guide appropriate drug dosage selection. To support this, relevant mathematical principles involving calculus are introduced during this unit of study.

This unit will also explore reasons behind variability in response to medicines among different individuals. The effects of disease, other drugs, demographics and the genetic basis for variable response will be introduced. Basic pharmacogenetic principles for explaining and predicting pharmacodynamic and pharmacokinetic variability in response will be explored.

Students are also exposed to the notion that medicines may produce adverse effects (as well as beneficial ones). The mechanisms underlying adverse reactions to drugs and how these are classified are explored as are the principles for detecting and avoiding these effects.

Ultimately, many options often exist to manage illness. While the fundamental principles described above assist in understanding how individual drugs should be used, they do not alone provide knowledge to select among alternative options. This unit will introduce students to methods that are used to provide evidence of efficacy and safety of different therapeutic options and to define the place in therapy of these options. To do this, the principles that underpin evidence based medicine (including the clinical trial and pharmacoeconomics) and the notion of levels of evidence are introduced. Exposure to these principles is intended to develop in students a basic understanding of how to critically evaluate therapeutic options. The evaluation of therapeutic options requires an understanding of statistical methods, which are also introduced during this unit of study.

PHAR5515
Pharmaceutical Science
Credit points: 6 Teacher/Coordinator: Dr R Rohanzadeh Session: Semester 1 Classes: 2 x lectures/wk, 2hrs self-directed learning/wk, 1 x 3hr workshop/wk Assessment: 2 x 1.5hr exams (70%), microbiology workshops (10%), drug molecular properties workshops (10%), metabolism assignments (10%).

Associated degrees: M Pharm.

This unit of study will provide an introduction to the concepts required for the study of Pharmacy and integrate knowledge from the various sub-disciplines within the Pharmaceutical Sciences. Topics studied include physicochemical/molecular properties underlying drug action, toxicology, drug metabolism, bioactivation and inactivation, identification of drugs and their metabolites, micro-organisms in pharmacy, sterilisation techniques, disinfection and preservation of pharmaceutical products, and cleanroom technology. These concepts will be further explored in workshop formats.

Textbooks
Denyer SP, Hodges NA & Gorman SP. Hugo & Russell's Pharmaceutical Microbiology, 7th edition, Blackwell, 2004

PHAR5516
Pharmaceutical Chemistry 1B
Credit points: 6 Teacher/Coordinator: Dr L Munoz Session: Semester 2 Classes: 3 x lectures/tutorials per week, 10 hours of self-directed learning Corequisites: PHAR5513 and PHAR5515 Assessment: 2 x 1.5 hr exams (60%); laboratories & workshops (40%) Practical field work: 2 x 4hr laboratory practicals, 4 x 4hr computer-based practical workshops and 2 x 2hrs herbal workshops

Associated degrees: M Pharm.

This unit of study utilises the knowledge gained in PHAR5513 Pharmaceutical Chemistry 1A to develop students' ability to apply basic scientific and medicinal chemistry concepts in the rationalization of observed biological activities for a series of drug molecules. The unit of study will be presented as a series of discrete topic areas based on therapeutic classes (hormonal, cardiovascular, herbal medicines, central nervous system, chemotherapy, antihistamines, photochemistry and sunscreens) and macromolecular targets (enzyme, G-protein coupled receptor, nuclear receptor). Lectures will be supported by self-directed learning and tutorials. Students will also undertake quantitative structure-activity relationship (QSAR) computer-based workshops and herbal medicine practicals as well as prepare a herbal medicine assay and oral presentation. These learning activities will further develop students' skills in critical thinking, the use of information technology and report writing.

Textbooks
Foye's Principles of Medicinal Chemistry (6th edn), edited by TL Lemke & DA Williams, Williams & Wilkins, 2008
Patrick, G. L. An Introduction to Medicinal Chemistry (3rd edn) Oxford University Press, 2005

PHAR5517
Pharmaceutics 1B
Credit points: 6 Teacher/Coordinator: Dr D Traini Session: Semester 2 Classes: Lectures and oral presentation will be scheduled as required Corequisites: PHAR5515 Assessment: Final exam (60%), minor exam (10%), laboratory practicals (15%), scientific oral presentation (15%) Practical field work: 2 x lab/prac classes

Associated degrees: M Pharm.

In this unit of study students learn to evaluate the physicochemical principles, design, formulation, and manufacture of pharmaceutical dose forms. The formulation of liquid dose forms including parenteral, nasal, ophthalmic and aural products is discussed. Related topics such as diffusion and dissolution of drugs, drug solubilisation, surface and interfacial tension, surface active materials, micelle formation, pharmaceutical complexes and drug-packaging interactions are covered. Other topics covered in this unit include solid dose forms and particle science, rheology, dispersion dose forms including suspensions, colloidal dispersions, and emulsions; topical dose forms and semisolids; inhalation pharmaceutical aerosols; protein and peptide drugs and formulations; rectal products; novel drug delivery technologies. Aspects pertaining to the stability of dose forms are also presented in this unit.

Textbooks

PHAR5518
Pharmacy Practice A
Credit points: 6 Teacher/Coordinator: Dr K Williams Session: Semester 2 Classes: 3 x lectures/wk and 2 x 2hr tutorials/wk Assessment: Tutorial contribution (30%), exams (oral and written) (70%)

Associated degrees: M Pharm.
This unit of study is the first of three integrated units (Pharmacy Practice A, Pharmacy Practice B and Pharmacy Practice C) that will be completed during the MPharm program. It will commence with an introduction to the profession of pharmacy, the Australian health care and drug distribution systems, and the National Medicines Policy, including the National Strategy for Quality Use of Medicines. Themes such as evidence based practice, pharmacoepidemiology, drug information, medication safety, ethics and communication skills will be introduced early in the unit of study and will then be revisited and reinforced in the remainder of Pharmacy Practice A, as well as throughout Pharmacy Practice B and C. During the second half of semester, a number of therapeutics topics will be covered in a problem-based learning format. Practice-based tutorials will be supplemented with relevant therapeutics lectures and other learning resources. Students will explore the role of the pharmacist in advising on primary and self care, performing clinical interventions, conducting medication reviews, monitoring therapeutic outcomes and participating in therapeutic decision making within these therapeutic areas.

Textbooks
Therapeutic Guidelines, Therapeutic Guidelines Ltd, North Melbourne, Vic. (latest editions)
Australian Medicines Handbook, Rossi S (ed), 2010
Clinical Pharmacy and Therapeutics (4th edn), Walker R, Whittlesea C (eds), 2007
5. Postgraduate degree regulations and policies

Resolutions of the Senate

Master of Herbal Medicines

1. Requirements for the Master of Herbal Medicines
   1.1 To qualify for the award of the Master of Herbal Medicines a student must:
       1.1.1 complete successfully units of study giving credit for a total of 48 credit points; and
       1.1.2 satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University.

2. Requirements for the Honours degree
   2.1 To qualify for the award of the honours degree a student must complete the honours requirements published in the Faculty Resolutions relating to the course.

Master of Pharmacy

1. Requirements for the Master of Pharmacy
   1.1 To qualify for the award of the Master of Pharmacy a student must:
       1.1.1 complete successfully units of study giving credit for a total of 96 credit points; and
       1.1.2 satisfy the requirements of all other relevant By-laws, Rules and Resolutions of the University.

Master of Philosophy

1. Requirements for the Master of Philosophy
   1.1 To qualify for the award of the Master of Philosophy a student must:
       1.1.1 complete a 6 credit point unit of study on research methods plus such courses or units of study, if any, as may be prescribed by the head of the discipline concerned;
       1.1.2 carry out supervised research on a topic approved by the Faculty on the recommendation of the head of the discipline concerned;
       1.1.3 write a thesis embodying the results of this research that passes examination; and
       1.1.4 satisfy the requirements of all other relevant By-laws, Rules and Resolutions of the University.

Graduate Diploma in Herbal Medicines

1. Requirements for the Graduate Diploma of Herbal Medicines
   1.1 To qualify for the award of the Graduate Diploma of Herbal Medicines a student must:
       1.1.1 complete successfully units of study giving credit for a total of 36 credit points; and
       1.1.2 satisfy the requirements of all relevant By-Laws, Rules and Resolutions of the University.

Graduate Certificate in Herbal Medicines

1. Requirements for the Graduate Certificate in Herbal Medicines
   1.1 To qualify for the award of the Graduate Certificate in Herbal Medicines a student must:
       1.1.1 complete successfully units of study giving credit for a total of 24 credit points; and
       1.1.2 satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University.

Resolutions of the Faculty

Master of Philosophy

1. Admission
   1.1 Except as provided in Part 9, section 47 of the University of Sydney (Amendment Act) Rule 1999, the Faculty of Pharmacy may, admit to candidature for the degree of Master of Philosophy:
       1.1.1 an applicant who holds the degree of bachelor with first or second class honours, or
       1.1.2 an applicant who holds the degree of bachelor of the University of Sydney or other approved institution without first or second class honours after the applicant has passed a qualifying examination at a standard equivalent to the bachelor’s degree with first or second class honours, provided that a faculty may exempt an applicant from the qualifying examination if the applicant has obtained at least a credit in the highest course available in the subject or subjects relevant to the proposed course of advanced study and research.

   1.2 The qualifying exam may include completion of a period of relevant full-time or part-time advanced study and/or research towards a postgraduate award course in the University of Sydney, at such a standard as would demonstrate to the satisfaction of the faculty that the candidate is suitably prepared in the particular field of study to undertake candidature for the degree of Master of Philosophy.

   1.3 The faculty may admit as a candidate for the degree an applicant holding qualifications which, in the opinion of the faculty concerned, are equivalent to those prescribed in 1.1 above and such candidate shall proceed to the degree under such conditions as the Faculty may prescribe.

   1.4 The faculty may require a candidate, as part of the evidence of the candidate’s training and ability to pursue the proposed course, to pass a special examination or assessment.

   1.5 An applicant, for admission to candidature, shall submit to the Faculty a research proposal as part of the application. This proposal will detail a course of advanced study and research, in which the work is to be carried out to be undertaken by the applicant in a discipline of the Faculty of Pharmacy.

   1.6 Admission to candidature will be conditional upon the appointment of an appropriate supervisor and associate supervisor as stipulated in the Academic Board Policy entitled “Postgraduate Research Higher Degree Training Supervision at the University of Sydney”.

2. Method of Progression
   2.1 A candidate for the Master of Philosophy shall proceed by completing a 6 credit point unit of study on research methods and by research and thesis.

   2.2 A full-time candidate shall not keep the normal academic year but shall pursue candidature for the degree continuously throughout the year except for a period of 4 weeks recreation leave and shall dedicate a minimum of 35 hours per week to their candidature.

   2.3 A candidate who does not comply with section 2.2 should be enrolled as a part-time candidate.

3. Requirements
   3.1 A Master of Philosophy candidate proceeding by research shall:
3.1.1 complete a 6 credit point unit of study on research methods during the probationary period;  
3.1.2 complete such other assessments or units of study, if any, as may be prescribed by the head of the discipline concerned;  
3.1.3 carry out supervised research on a topic approved by the Faculty on the recommendation of the Dean;  
3.1.4 write a thesis embodying the results of this research; and  
3.1.5 lodge with the Registrar three copies of this thesis, typewritten and bound.  
3.2 The candidate shall state in the thesis:  
3.2.1 the sources from which the information was derived;  
3.2.2 the extent to which the work of others has been used; and  
3.2.3 the portion of the work claimed as original.  
3.3 The candidate may include in the thesis published papers of which the candidate is sole or joint author, provided that:  
3.3.1 the papers are based on work undertaken during the candidature for the degree;  
3.3.2 the papers are identified as published work;  
3.3.3 the papers are compatible with the overall coherence and organisation of the text of the thesis; and  
3.3.4 the candidate provides evidence to identify satisfactorily the sections of work for which the candidate is responsible, such as assigned, written statements from all authors attesting to the contribution of the candidate.  
3.4 Any other papers of which the candidate is sole or joint author may be lodged in support of the thesis.  
3.5 The thesis contains original contributions to the knowledge of the subject concerned;  
3.5.1 the thesis affords evidence of originality by the exercising of independent critical ability;  
3.5.2 the thesis is a satisfactory literary presentation; and  
3.5.3 material in the thesis is suitable for publication.  
3.6 The thesis shall be accompanied by a statement from the supervisor stating whether, in the supervisor’s opinion, the form of presentation of the thesis is satisfactory.  
3.7 A candidate may not present as the thesis a work which has been presented for a degree in this or another university, but will not be precluded from incorporating such in the thesis provided that in presenting the thesis the candidate indicates the part of the work which has been so incorporated.  
3.8 The candidate may include in the thesis published papers of which the candidate is responsible, such as assigned, written statements from all authors attesting to the contribution of the candidate.  
3.9 The thesis shall be typewritten and bound.  
3.10 The thesis shall be lodged with the Registrar three copies of this thesis.  
3.11 The candidate shall state in the thesis:  
3.11.1 the availability of adequate and appropriate supervision;  
3.11.2 availability of resources; and  
3.11.3 availability of adequate and appropriate supervision.  
3.12 The candidate shall state in the thesis:  
3.12.1 the availability of adequate and appropriate supervision;  
3.12.2 the availability of resources; and  
3.12.3 the portion of the work claimed as original.  
4. Probation  
4.1 A candidate will normally be accepted by the Faculty on a probationary basis for a period not exceeding twelve months.  
4.2 The provision to waive probationary acceptance would only be exercised in exceptional circumstances. All requests to waive probation will need to be approved by the Chair of the Board of Postgraduate Studies.  
4.3 A Probation Review Report must be completed by the candidate’s supervisor in consultation with the Postgraduate Coordinator and submitted to the Faculty at least four weeks before the end of probation.  
4.4 The Faculty will write to the candidate to advise of the outcome of the probation review, either confirming the candidate’s status, extending the probationary period or terminating the candidature.  
4.5 In the case of a candidate accepted on a probationary basis under section 4.1, the candidature shall be deemed to have commenced from the date of such acceptance.  
5. Enrolment  
5.1 A student must be enrolled in each semester in which he or she is actively pursuing the requirements for the award course.  
5.2 The candidature of a student who has not re-enrolled and who has not obtained approval from the Faculty for a suspension of candidature for the relevant semester will be deemed to have lapsed.  
6. Restrictions on enrolment  
6.1 Admission to candidature may be limited by a quota. In determining the quota the Faculty will take into account:  
6.1.1 the availability of resources;  
6.1.2 the availability of adequate and appropriate supervision; and  
6.2 In considering an application for admission the Dean will take into account the quota.  
6.3 Entry will be based on applicants who are most meritorious in terms of Section 1 above.  
7. Discontinuation of enrolment  
7.1 A candidate who wishes to discontinue enrolment from the Master of Philosophy must notify the Faculty in writing and will be presumed to have discontinued enrolment from the date of that notification, unless evidence is produced showing:  
7.1.1 that the discontinuation occurred at an earlier date; and  
7.1.2 that there was good reason why the notification could not be made at the earlier time.  
8. Suspension of candidature  
8.1 A candidate who wishes to suspend their candidature must apply, in writing, to the Faculty.  
8.2 The application must be received by the Faculty prior to the commencement of the relevant semester.  
8.3 A candidate may only apply for a period of suspension for one semester at any one time. Should a candidate wish to suspend their candidature for more than one semester another application must be made to the Faculty for each subsequent semester, prior to the commencement of the relevant semester.  
8.4 Late applications may be considered at the Faculty’s discretion.  
8.5 Where the candidate has previously had two semesters of suspension the application will be considered by the Board of Postgraduate Studies for the Faculty.  
9. Re-enrolment after an absence  
9.1 A student must enrol in the semester following a period of approved suspension.  
9.2 A student whose candidature has lapsed must apply for re-admission in accordance with procedures determined by the Faculty.  
10. Satisfactory progress  
10.1 At the end of each year each candidate shall complete an Annual Progress Report providing evidence of progress to the satisfaction of the supervisor, Dean, any postgraduate review committee and the Board of Postgraduate Studies.  
10.2 On the basis of evidence provided, the Dean or the Chair of the Board of Postgraduate Studies shall recommend the conditions of candidature to apply for the following year and may require the candidate to provide further evidence of progress at the end of one semester or such other period as the Dean or the Chair of the Board of Postgraduate Studies considers appropriate.  
10.3 If a candidate fails to submit evidence of progress or if the Dean considers that the evidence submitted does not indicate satisfactory progress, the Board of Postgraduate Studies may, on the Dean’s recommendation, call upon that candidate to show cause why that candidature should not be terminated by reason of unsatisfactory progress towards completion of the degree and where, in the opinion of the Board of Postgraduate Studies, the candidate does not show good cause, the Board of Postgraduate Studies may terminate that candidature or may impose conditions on the continuation of that candidature.  
11. Credit  
11.1 A candidate who, before admission to candidature, has spent time in advanced study in the University of Sydney, or in another university, or in another institution whose courses are deemed by the Faculty to be equivalent, may be deemed by the Faculty to have spent such time after admission to candidature.  
12. Time limits  
12.1 Except with the permission of the Faculty on the recommendation of the Dean, a full-time research candidate shall complete the requirements for the degree not earlier than the end of the second semester of candidature and not later than the end of the fourth semester of candidature.  
12.2 Except with the permission of the Faculty on the recommendation of the Dean, a part-time research candidate shall complete the requirements for either degree not earlier than the end of the fourth semester of candidature and not later than the end of the eighth semester of candidature.
13. Location
13.1 Subject to approval of the supervisor, Dean and Board of Postgraduate Studies, the candidate may request a period of time away to pursue the course of advanced study and research within industrial laboratories or research institutions or other institutions considered by the Board of Postgraduate Studies on the recommendation of the Dean to provide adequate facilities and appropriate supervision for that candidate.

13.2 A candidate pursuing candidature outside Australia must also complete a minimum of one semester of candidature within the University before submission [but not necessarily immediately before submission] of the thesis.

14. Examination of thesis
14.1 The examination of a thesis for the degree of Master of Philosophy shall follow closely the examination process as stipulated by the Resolutions of the Academic Board for the degree of Doctor of Philosophy (with any reference to the PhD Award Subcommittee being substituted by the Board of Postgraduate Studies) except for the following variations:

14.1.1 The Dean shall recommend the appointment of two examiners of the thesis of whom at least one shall be an external to the Faculty, not being a member of staff or a clinical academic title holder of the Faculty. Approval of the examiners is the responsibility of the Board of Postgraduate Studies.

14.1.2 The supervisor and Dean shall take all possible steps to ensure that examiners are appointed within four weeks of the submission of the thesis and where this does not occur, shall report the circumstances to the Board of Postgraduate Studies.

Master of Pharmacy

1. Admission
1.1 Eligibility for admission to the Master of Pharmacy course is based on:

1.1.1 a prior bachelor’s degree;
1.1.2 successful completion of the GAMSAT for local applicants or MCAT for international applicants;
1.1.3 meeting the minimum GPA as determined by the faculty;
1.1.4 achieving a satisfactory mark for the Pharmacy Case Study; and
1.1.5 meeting equivalent to a minimum of 42 out of the 54 credit points of prerequisite units of study;
1.1.6 achieving a satisfactory mark for the Pharmacy Case Study Scenario.
1.2 Admission to candidature will be limited by quota. In determining the quota the Faculty will take into account:

1.2.1 availability of resources;
1.2.2 availability of adequate and appropriate supervision.
1.3 In considering an application for admission the Dean will take into account the quota.
1.4 Entry will be based on applicants who are most meritorious in terms of Section 1.

2. Units of study
2.1 The units of study for the degree are as set out in the Faculty Handbook.

3. Requirements for the Master of Pharmacy degree
3.1 To qualify for the award of the MPHarm degree students must:

3.1.1 gain credit for at least 48 credit points in first year units of study; and
3.1.2 satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University.

4. Restrictions on enrolment
4.1 Refer to the University of Sydney (Coursework) Rule 2000 (as amended).

5. Progression
5.1 Except with the permission of the Faculty, candidates may not take a second year unit of study until they have:

5.1.1 satisfactorily completed all outstanding entry criteria prerequisites, as outlined in the admission criteria for the Master of Pharmacy;
5.1.2 gained credit for at least 48 credit points in first year units of study; and
5.1.3 completed the first year units of study, if any, prescribed by the Faculty as qualifying units of study or prerequisites for the second year of study, as set out in the Faculty Handbook.
5.2 Students who have failed 12 or more credit points in Year 1 will not be permitted to progress to Year 2 until they have successfully gained credit for 48 credit points in Year 1 units of study.
5.3 Candidates may not take a higher unit of study in any subject area without having previously completed the lower unit of study, if any, in the same subject.
5.4 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.

6. Discontinuation of enrolment
6.1 Refer to the University of Sydney (Coursework) Rule 2000 (as amended).

7. Suspension of candidature
7.1 A candidate who wishes to suspend their candidature must apply, in writing, to the Faculty.
7.2 The application must be received by the Faculty prior to the commencement of the relevant semester.
7.3 A candidate may only apply for a period of suspension for one semester at any time.
7.4 Should a candidate wish to suspend their candidature for more than one semester another application must be made to the Faculty for each subsequent semester, prior to the commencement of the relevant semester.
7.5 Late applications may be considered at the Faculty’s discretion.
7.6 Where a student has previously enrolled for the relevant semester, a suspension of enrolment may be recorded as Withdrawn (W) or Discontinued – Not to count as failure (DNF): where that application is received within the time-frames specified by the University and published by the Student Centre; or where the student meets other conditions as specified by the Faculty.
7.7 Where the candidate has previously had two semesters of suspension the application will be considered by the Faculty.

8. Re-enrolment after an absence
8.1 A student must enrol in the semester following a period of approved suspension.
8.1.1 a student whose candidature has lapsed must apply for re-admission in accordance with procedures determined by the Faculty.

9. Satisfactory progress
9.1 The Faculty may:
9.1.1 call upon any candidate to show cause why that candidature should not be terminated by reason of unsatisfactory progress towards the completion of the degree; and
9.1.2 where the candidate does not show good cause, terminate the candidature.

10. Time limit
10.1 A candidate will proceed on a full-time basis and shall complete the requirements for the Master of Pharmacy degree:
10.1.1 not earlier than the end of the sixth semester; and
10.1.2 not later than the end of the twelfth semester, unless otherwise determined by the Faculty.

11. Assessment policy
11.1 With the consent of the Faculty, additional assessment will only be permitted where:
11.1.1 a specific case of special consideration has been approved by the Faculty; or
11.1.2 a student in his or her final year of study fails a single compulsory assessment resulting in a grade of fail in only that unit preventing him or her from completing the degree that year.
5. Postgraduate degree regulations and policies

11.2 Refer to the Resolutions of the Academic Board relating to Assessment and Examination of Coursework.

12. Credit transfer policy
12.1 Refer to the University of Sydney (Coursework) Rule 2000 (as amended) and Academic Board policies.

Master of Herbal Medicines

1. Admission
1.1 Except as provided in Part 9, section 47 of the University of Sydney (Amendment Act) Rule 1999 the Faculty may admit to candidature an applicant who:
1.1.1 has successfully completed a bachelor’s degree in Pharmacy, Medicine, Nursing, Chinese Medicine, Complementary Medicine, Science, Veterinary Science, Agriculture or other appropriate disciplines from approved universities or;
1.1.2 has equivalent qualifications subject to approval by the Dean.

2. Units of study
2.1 The units of study for the degree are as set out in the Faculty Handbook.

3. Requirements for the Master of Herbal Medicines
3.1 A candidate for the Master of Herbal Medicines proceeding by coursework only shall:
3.1.1 successfully complete 48 credit points of coursework covering material new to the candidate, selected from units of study prescribed by the Faculty;
3.1.2 satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University.

4. Admission for the Honours degree
4.1 A candidate for the Master of Herbal Medicines (Honours) proceeding by coursework and dissertation shall:
4.1.1 have achieved a minimum weighted average mark of 65 in at least 24 credit points of the degree prior to admission.

5. Requirements for honours degrees
5.1 A candidate for the Master of Herbal Medicines (Honours) proceeding by coursework and dissertation shall:
5.1.1 successfully complete 48 credit points of coursework covering material new to the candidate, selected from units of study prescribed by the Faculty;
5.1.2 obtain a final weighted average mark of at least 70 in the degree totalling 60 credit points;
5.1.3 successfully carry out a supervised research project and complete the Dissertation on a topic approved by the course coordinator;
5.1.4 satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University.

6. Restrictions on enrolment
6.1 Refer to the University of Sydney (Coursework) Rule 2000 (as amended)

7. Award of Master of Herbal Medicines
7.1 The degree of Master of Herbal Medicines shall be awarded in either a pass grade, pass with merit or honours grade.

7.2 Honours
7.2.1 A candidate may be awarded the degree with honours at graduation where the candidate:
7.2.1.1 has enrolled for and successfully completed 48 credit points of coursework and 12 credit points of research resulting in a successfully completed dissertation;
7.3 Pass with merit
7.3.1 A candidate may be awarded pass with merit at graduation where the candidate has achieved a minimum weighted average mark of 75 upon completion of all units of study.
7.3.2 If a pass level degree has already been awarded, the testamur will be replaced by the honours level degree testamur after completing all requirements.

8. Discontinuation of enrolment
8.1 Refer to the University of Sydney (Coursework) Rule 2000 (as amended).

9. Suspension of candidature
9.1 A candidate who wishes to suspend their candidature must apply, in writing, to the Faculty.
9.2 The application must be received by the Faculty prior to the commencement of the relevant semester.
9.3 A candidate may only apply for a period of suspension for one semester at any one time.
9.4 Should a candidate wish to suspend their candidature for more than one semester another application must be made to the Faculty for each subsequent semester, prior to the commencement of the relevant semester.
9.5 Late applications may be considered at the Faculty's discretion.
9.6 Where a student has previously enrolled for the relevant semester, a suspension of enrolment may be recorded as Withdrawn (W) or Discontinued – Not to count as failure (DNF):
9.6.1 where that application is received within the time-frames specified by the University and published by the Student Centre; or
9.6.2 where the student meets other conditions as specified by the Faculty.
9.7 Where the candidate has previously had two semesters of suspension the application will be considered by the Faculty.

10. Re-enrolment after an absence
10.1 A student must enrol in the semester following a period of approved suspension:
10.1.1 a student whose candidature has lapsed must apply for re-admission in accordance with procedures determined by the Faculty.

11. Satisfactory progress
11.1 The Faculty may:
11.1.1 call upon any candidate to show cause why that candidature should not be terminated by reason of unsatisfactory progress towards completion of either degree; and
11.1.2 where, in the opinion of the Faculty, the candidate does not show good cause, terminate the candidature.

12. Time limits
12.1 A part-time candidate shall complete the requirements for the Master of Herbal Medicines pass degree:
12.1.1 not earlier than the end of the fourth semester; and
12.1.2 not later than the end of the eighth semester, unless otherwise determined by the Faculty.
12.2 A part-time candidate shall complete the requirements for the Master of Herbal Medicines honours degree:
12.2.1 not earlier than the end of the fifth semester; and
12.2.2 not later than the end of the eighth semester, unless otherwise determined by the Faculty.
12.3 A full-time candidate shall complete the requirements for the Master of Herbal Medicines pass degree:
12.3.1 not earlier than the end of the second semester; and
12.3.2 not later than the end of the fourth semester, unless otherwise determined by the Faculty.
12.4 A full-time candidate shall complete the requirements for the Master of Herbal Medicines honours degree:
12.4.1 not earlier than the end of the third semester; and
12.4.2 not later than the end of the fifth semester, unless otherwise determined by the Faculty.

13. Assessment policy
13.1 Refer to the Resolutions of the Academic Board relating to Assessment and Examination of Coursework

14. Examination
14.1 On completion of the requirements for the degree, the Faculty shall determine the result of candidature.
5. Postgraduate degree regulations and policies

14.2 Examination of treatise/dissertation
14.2.1 The Faculty shall appoint two examiners, of whom at least one shall be an external examiner, who is not a member of the Faculty or a member of the part-time teaching staff of the Faculty.
14.2.2 The reports of the examiners shall be transmitted to the course coordinator who shall make them available to the supervisor.
14.2.3 The course coordinator shall transmit these reports to the Faculty, together with a recommendation concerning the award of the degree, and the Faculty shall determine the result of the candidature.
14.2.4 In special cases the Faculty, on the recommendation of the course coordinator concerned, may require the candidate to take a further examination in the area of the treatise/dissertation.
14.2.5 The Faculty may permit an unsuccessful candidate to revise and resubmit the treatise/dissertation if, in the opinion of the course coordinator, the candidate's work is of sufficient merit to warrant this concession; and may prescribe special conditions to be fulfilled by the candidate.

15. Credit transfer policy
15.1 Refer to the University of Sydney (Coursework) Rule 2000 (as amended) and Academic Board policies.

Graduate Diploma in Herbal Medicines

1. Admission
1.1 Except as provided in Part 9, section 47 of the University of Sydney (Amendment Act) Rule 1999 the Faculty may admit to candidature an applicant who:
1.1.1 has successfully completed a bachelor's degree in Pharmacy, Medicine, Nursing, Chinese Medicine, Complementary Medicine, Science, Veterinary Science, Agriculture or other appropriate disciplines from approved universities or;
1.1.2 has equivalent qualifications subject to approval by the Dean.

2. Units of study
2.1 The units of study for the degree are as set out in the Faculty Handbook.

3. Requirements for the Graduate Diploma in Herbal Medicines
3.1 A candidate for the Graduate Diploma in Herbal Medicines proceeding by coursework only shall:
3.1.1 successfully complete 36 credit points of coursework covering material new to the candidate, selected from units of study prescribed by the Faculty;
3.1.2 satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University.

4. Restrictions on enrolment
4.1 Refer to the University of Sydney (Coursework) Rule 2000 (as amended).

5. Discontinuation of enrolment
5.1 Refer to the University of Sydney (Coursework) Rule 2000 (as amended).

6. Suspension of candidature
6.1 A candidate who wishes to suspend their candidature must apply, in writing, to the Faculty.
6.2 The application must be received by the Faculty prior to the commencement of the relevant semester.
6.3 A candidate may only apply for a period of suspension for one semester at any one time.
6.4 Should a candidate wish to suspend their candidature for more than one semester another application must be made to the Faculty for each subsequent semester, prior to the commencement of the relevant semester.
6.5 Late applications may be considered at the Faculty’s discretion.
6.6 Where a student has previously enrolled for the relevant semester, a suspension of enrolment may be recorded as Withdrawn (W) or Discontinued - Not to count as failure (DNF):
6.6.1 where that application is received within the time-frames specified by the University and published by the Student Centre; or
6.6.2 where the student meets other conditions as specified by the Faculty.
6.7 Where the candidate has previously had two semesters of suspension the application will be considered by the Faculty.

7. Re-enrolment after an absence
7.1 A student must enrol in the semester following a period of approved suspension;
7.1.1 A student whose candidature has lapsed must apply for re-enrolment in accordance with procedures determined by the Faculty.

8. Satisfactory progress
8.1 The Faculty may:
8.1.1 call upon any candidate to show cause why that candidature should not be terminated by reason of unsatisfactory progress towards completion of either degree; and
8.1.2 where, in the opinion of the Faculty, the candidate does not show good cause, terminate the candidature.

9. Time limit
9.1 A part-time candidate shall complete the requirements for the Graduate Diploma in Herbal Medicines degree:
9.1.1 not earlier than the end of the third semester; and
9.1.2 not later than the end of the sixth semester, unless otherwise determined by the Faculty.
9.2 A full-time candidate shall complete the requirements for the Graduate Diploma in Herbal Medicines degree:
9.2.1 not earlier than the end of the second semester; and
9.2.2 not later than the end of the third semester, unless otherwise determined by the Faculty.

10. Assessment policy
10.1 Refer to the Resolutions of the Academic Board relating to Assessment and Examination of Coursework.

11. Examination
11.1 On completion of the requirements for the degree, the Faculty shall determine the result of candidature.

12. Credit transfer policy
12.1 Refer to the University of Sydney (Coursework) Rule 2000 (as amended) and Academic Board policies.

Graduate Certificate in Herbal Medicines

1. Admission
1.1 Except as provided in Part 9, section 47 of the University of Sydney (Amendment Act) Rule 1999 the Faculty may admit to candidature an applicant who:
1.1.1 has successfully completed a bachelor's degree in Pharmacy, Medicine, Nursing, Chinese Medicine, Complementary Medicine, Science, Veterinary Science, Agriculture or other appropriate disciplines from approved universities or;
1.1.2 has equivalent qualifications subject to approval by the Dean.

2. Units of study
2.1 The units of study for the degree are as set out in the Faculty Handbook.

3. Requirements for the Graduate Certificate in Herbal Medicines
3.1 A candidate for the Graduate Diploma in Herbal Medicines proceeding by coursework only shall:
3.1.1 successfully complete 24 credit points of coursework covering material new to the candidate, selected from units of study prescribed by the Faculty;
3.1.2 satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University.
4. **Restrictions on enrolment**
   4.1 Refer to the University of Sydney (Coursework) Rule 2000 (as amended).

5. **Discontinuation of enrolment**
   5.1 Refer to the University of Sydney (Coursework) Rule 2000 (as amended).

6. **Suspension of candidature**
   6.1 A candidate who wishes to suspend their candidature must apply, in writing, to the Faculty.
   6.2 The application must be received by the Faculty prior to the commencement of the relevant semester.
   6.3 A candidate may only apply for a period of suspension for one semester at any one time.
   6.4 Should a candidate wish to suspend their candidature for more than one semester another application must be made to the Faculty for each subsequent semester, prior to the commencement of the relevant semester.
   6.5 Late applications may be considered at the Faculty's discretion.
   6.6 Where a student has previously enrolled for the relevant semester, a suspension of enrolment may be recorded as Withdrawn (W) or Discontinued – Not to count as failure (DNF):
   6.6.1 where that application is received within the time-frames specified by the University and published by the Student Centre; or
   6.6.2 where the student meets other conditions as specified by the Faculty.
   6.7 Where the candidate has previously had two semesters of suspension the application will be considered by the Faculty.

7. **Re-enrolment after an absence**
   7.1 A student must enrol in the semester following a period of approved suspension;
   7.1.1 A student whose candidature has lapsed must apply for re-admission in accordance with procedures determined by the Faculty.

8. **Satisfactory progress**
   8.1 The Faculty may:
   8.1.1 call upon any candidate to show cause why that candidature should not be terminated by reason of unsatisfactory progress towards completion of either degree; and
   8.1.2 where, in the opinion of the Faculty, the candidate does not show good cause, terminate the candidature.

9. **Time limits**
   9.1 A part-time candidate shall complete the requirements for the Graduate Certificate in Herbal Medicines degree:
   9.1.1 not earlier than the end of the second semester; and
   9.1.2 not later than the end of the fourth semester, unless otherwise determined by the Faculty.
   9.2 A full-time candidate shall complete the requirements for the Graduate Certificate in Herbal Medicines degree:
   9.2.1 not earlier than the end of the first semester; and
   9.2.2 not later than the end of the second semester, unless otherwise determined by the Faculty.

10. **Assessment policy**
    10.1 Refer to the Resolutions of the Academic Board relating to Assessment and Examination of Coursework.

11. **Examination**
    11.1 On completion of the requirements for the degree, the Faculty shall determine the result of candidature.

12. **Credit transfer policy**
    12.1 Refer to the University of Sydney (Coursework) Rule 2000 (as amended) and Academic Board policies.
The Sydney Summer and Winter Schools

2010

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<td>Summer School</td>
<td>December 2009 to February 2010</td>
<td>7 December 2009</td>
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The Summer School

The Summer School is a full fee-paying, intensive program offering high quality undergraduate and postgraduate subjects from nine faculties. These subjects are the same as those offered in Semesters One and Two, but are taught as an intensive program over summer.

Some classes commence in December; others commence in the first week of January; others in the third week and continue into February (including the exam week). Some subjects run for six weeks; others are shorter. Students can take a maximum of two subjects.

The Winter School

The Winter School is a smaller, more intensive program that runs for four weeks, including the exam week, during July.

Advantages

Attending classes at the University of Sydney during the summer and winter holidays offers many advantages. You can:

- accelerate your academic career and finish your degree sooner
- devote your full attention to a single area of study
- take subjects that are outside your normal degree
- reduce your workload throughout the rest of the year
- repeat subjects in which you may have been unsuccessful
- combine study with a field trip in Australia or a tour overseas.

High school graduates can sample a university subject, and get an early start on their degree.

How to apply

Applications are only accepted online (at www.summer.usyd.edu.au). Most subjects have limited places and fill very quickly. All places are filled strictly on a first-in, first-served basis so it is recommended that you apply early.

Applications open on:

- 1 October 2009 (Summer School)
- 24 May 2010 (Winter School)

Applications close:

- 27 November 2009 (Session 1, Summer December)
- 11 December 2009 (Session 2, Summer Main)
- 8 January 2010 (Session 3, Summer Late)
- 11 June 2010 (Winter School)

Late application fees may apply after these dates.

Census dates

Students can withdraw from their subject without academic penalty and receive a full refund until the census date (based on when the class commences). However, a late withdrawal fee may apply.

There is one census date for the Winter School, and three for the Summer School, as classes start between December and February.

Withdrawal and refund policy

For Summer School classes starting in December 2010, students who withdraw from a subject between 28 November 2009 and the relevant census date will receive a refund of tuition fees but will be liable for a $500 late withdrawal fee.

For Winter School classes starting on 28 June 2010, students who withdraw from a subject between 21 June 2010 and the relevant census date will receive a refund of tuition fees but will be liable for a $500 late withdrawal fee.

Students may withdraw from their Summer or Winter School subject(s) up until 4pm on the last day of the teaching period for that particular subject. However, there may be an academic penalty (please refer to our website). The teaching period for purposes of this policy is defined in hours of published classes from the first day through to the last day of classes, excluding any final examination or assessment.

Students who withdraw from a subject after 4pm on the relevant census date will receive no refund of their tuition fee.

Transferring between subjects

Students on a waiting list can transfer between subjects at any time prior to the commencement of class. For all other students, transfers should be completed a week before classes commence. No transfers will be allowed after commencement of the class.

Summer and Winter School scholarships

Merit scholarships

Three undergraduate merit scholarships and one postgraduate merit scholarship are available. These are automatically awarded to the top four students in their respective faculty (Arts, Science, or Economics and Business) for their Summer School subject.

Educational/Financial Disadvantage scholarships

Full Summer School scholarships are available to local undergraduate students who have a good academic record. To be eligible for consideration you will need to provide evidence of long-term and serious educational disadvantage based on two or more criteria, one of which must be financial hardship. Please check our website for further details. Scholarship applications close on 30 October 2009 (Summer School), and 9 June 2010 (Winter School).

For more information

Website: www.summer.usyd.edu.au
Email: info@summer.usyd.edu.au
Phone: +61 2 9351 5542  Fax: +61 2 9351 5888
Academic progression

The University requires students to maintain a minimum rate of progression throughout their candidature. Any student who does not satisfy progression requirements for their degree will be placed on a monitored academic progression program. This program requires students to consult an academic adviser in their faculty, to attend a support services information session, and to fill in a survey. Students will be advised of program requirements by their faculty.

Students who do not sustain the minimum academic progression requirements may be asked to ‘show cause’ as to why they should not be excluded from their degree. For further information, please see www.usyd.edu.au/secretariat/students

Accommodation Service

The Accommodation Service helps students find off-campus accommodation. It maintains an extensive database of accommodation close to campus or with easy access to public transport. For more information visit the Accommodation page: www.usyd.edu.au/current_students

Admissions Office

The Admissions Office, located in the Student Centre, is responsible for overseeing the distribution of offers to undergraduate applicants through the Universities Admissions Centre (UAC). They can advise prospective local undergraduate students on admission requirements. Postgraduate students should contact the appropriate faculty.

- If you are an Australian citizen, or permanent resident with qualifications from a non-Australian institution, you can get more information by phoning +61 2 8627 8209.
- For enquiries regarding special admissions (including mature-age entry), phone +61 2 8627 8207.
- Applicants without Australian citizenship or permanent residency should contact the International Office.

General University information
Applying for a course

Domestic applicants for undergraduate courses and programs of study

For the purpose of admission and enrolment, ‘domestic applicant’ refers to citizens and permanent residents of Australia and citizens of New Zealand. If you are in this group and wish to apply for admission to an undergraduate course, you would generally apply through the Universities Admissions Centre (UAC).

The deadline for applications is the last working day in September in the year before enrolment. For more information see www.uac.edu.au

Some faculties have additional application procedures, such as the Conservatorium of Music, Sydney College of the Arts, Pharmacy and Dentistry (for the Bachelor of Oral Health).

Domestic applicants for postgraduate courses and programs of study

For the purpose of admission and enrolment, ‘domestic applicant’ refers to citizens and permanent residents of Australia and citizens of New Zealand. Application is direct to the faculty which offers the course that you are interested in. Application forms for postgraduate coursework, postgraduate research and the master’s qualifying or preliminary program, and for non-award postgraduate study can be found at www.usyd.edu.au/future_students

Note: some faculties use their own specially tailored application forms. Check with the relevant faculty.

International applicants for all course types (undergraduate and postgraduate)

‘International applicants’ refers to all applicants other than Australian citizens, Australian permanent residents and citizens of New Zealand. In the majority of cases international applicants apply for admission through the University’s International Office (IO). All the information international applicants need, including application forms, is available from the IO website (www.usyd.edu.au/internationaloffice).

Attendance

See ‘Special Consideration’.

Bus service

A free bus service operates to, from and around the Camperdown and Darlington campuses each weekday that Fisher Library is open (except for public holidays). The service begins at 4.15pm and ends at Fisher Library closing time.

Two buses operate along the route, starting at Fisher Library and finishing at Redfern station. The buses leave at approximately 10 minute intervals during semester and in semester breaks.

The bus timetable/route guide can be collected from Security Administration or Campus Infrastructure Services reception.

Floor 2, Services Building, G12
Corner of Codrington and Abercrombie streets
The University of Sydney
NSW 2006 Australia
Phone: +61 2 9351 4753
Fax: +61 2 9351 5699
Website: www.facilities.usyd.edu.au/security

Campuses

The University has 10 different teaching campuses, located throughout the Sydney area. For information on each campus, including maps, contact details and parking information, see www.usyd.edu.au/about/campuses

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Careers Centre

The University’s Careers Centre provides students with career planning and employability skills development.

The Careers Centre services are free and include:

- help finding casual, part-time, full-time and graduate employment
- an internet job vacancy database
- individual careers counselling
- a comprehensive resource centre and online resources
- workshops in resume writing, interview skills, job searching and skills development
- careers fairs and employer information sessions.

Careers Centre

Level 5, Jane Foss Russell Building, G02
The University of Sydney
NSW 2006 Australia
Phone: +61 2 8627 8402
Fax: +61 2 8627 8477
Email: careers.information@usyd.edu.au
Website: www.careers.usyd.edu.au

Centre for Continuing Education (CCE)

The CCE provides the community with the opportunity to engage with the University of Sydney, offering people access to the academic expertise of one of Australia’s finest educational institutions.

The CCE provides lifelong learning opportunities for people at all stages of life who want to undertake a course in self-enrichment, engage in active retirement learning, upgrade their professional skills and qualifications, or bridge a gap between previous study and university. CCE offers short courses in all areas of the humanities and social sciences, languages, science and technology, business and management, and continuing professional development.

160 Missenden Road
Newtown NSW 2042
(Postal address: Locked Bag 2020, Glebe NSW 2037)
Phone: +61 2 9036 4798
Fax: +61 2 9036 4799
Email: cce.info@usyd.edu.au
Website: www.cce.usyd.edu.au
Centre for English Teaching (CET)
The CET offers English language and academic study skills programs to international students who need to develop their English language skills in order to meet academic entry requirements.
Wentworth Building, G01
The University of Sydney
NSW 2006 Australia
Phone: +61 2 9036 7900
Fax: +61 2 9036 7910
Email: info@cet.usyd.edu.au
Website: www.usyd.edu.au/cet

Child Care Information Office
Five child care centres operate on or near the Camperdown, Darlington and Cumberland campuses, catering for over 220 children aged from six weeks to five years. The centres are managed by qualified staff and provide programs that are developmentally appropriate and responsive to the needs of the individual child. The Child Care Information Office is the first point of contact for students and staff looking for information about child care services such as long day care, occasional care, vacation care and family day care.
For more information visit the student services page at www.usyd.edu.au/current_students
Child Care Information Office
Level 5, Jane Foss Russell Building, G02
The University of Sydney
NSW 2006 Australia
Phone: +61 2 8627 8419
Fax: +61 2 8627 8480
Email: childc@stuserv.usyd.edu.au
Website: www.usyd.edu.au/child_care

The Co-op Bookshop
The Co-op Bookshop is a one-stop store for:
- text and reference books
- general books
- University of Sydney clothing and memorabilia
- DVDs
- flash drives
- software at academic prices.
Take advantage of a lifetime of membership benefits. For a one-time fee of $20, you are entitled to great member pricing, promotional offers and much more.
The Co-op Bookshop
Sports and Aquatic Centre Building, G09
The University of Sydney
NSW 2006 Australia
Phone: +61 2 9351 3705
Fax: +61 2 9660 5256
Email: sydu@coop-bookshop.com.au
Website: www.coop-bookshop.com.au

Counselling Service
Counsellors are qualified professionals who aim to help people fulfill their academic, individual and social goals. The Counselling Service helps students develop effective and realistic coping strategies and master essential study and life management skills.
Students can make appointments for 50-minute sessions. Walk-in (25-minute) sessions are available for urgent problems every day from 11am to 3pm during semesters, and after-hours appointments are also available. In addition, the service offers workshops each semester on a wide range of student concerns. These are open to local and international, undergraduate and postgraduate students. There are specific workshops to help first-year students successfully adapt to university study.
For more information visit the student services page at www.usyd.edu.au/current_students

Camperdown and Darlington campuses
Level 5, Jane Foss Russell Building, G02
The University of Sydney
NSW 2006 Australia
Phone: +61 2 8627 8433
Fax: +61 2 8627 8482
Email: counsell@stuserv.usyd.edu.au
Website: www.usyd.edu.au/counselling

Cumberland Campus
Ground Floor, A Block, C42
The University of Sydney
East Street, Lidcombe
NSW 2141 Australia
Phone: +61 2 9351 9638
Fax: +61 2 9351 9635
Email: cs.cumberland@stuserv.usyd.edu.au

Disability Services
Disability Services is the principal point of contact providing advice for students with disabilities. Disability Services staff work closely with academic and administrative staff to ensure that students receive reasonable adjustments in their study. The unit produces a number of publications explaining the disability support services available within the University.
Students are encouraged to make contact with Disability Services prior to commencement or as early in their studies as possible. Available help includes assistive technology, note-taking, interpreters, and advocacy with academic staff to negotiate assessment and course requirement modifications where appropriate. Students must register with Disability Services to receive assistance.
For more information visit www.usyd.edu.au/current_students

Camperdown and Darlington campuses
Level 5, Jane Foss Russell Building, G02
The University of Sydney
NSW 2006 Australia
Phone: +61 2 8627 8422
Fax: +61 2 8627 8482
Email: disserv@stuserv.usyd.edu.au
Website: www.usyd.edu.au/disability

Cumberland Campus
Ground Floor, A Block, C42
The University of Sydney
East Street, Lidcombe
NSW 2141 Australia
Phone: +61 2 9351 9638
Fax: +61 2 9351 9635
Email:ds.cumberland@stuserv.usyd.edu.au


Employment opportunities for students
See 'Careers Centre', 'SydneyTalent'.

Enrolment

Domestic and international students entering their first year via UAC
Details of enrolment procedures will be sent to students with their UAC offer of enrolment. Enrolment takes place during the last week of January or in February for the later offer rounds.

Domestic and international students entering their first year via a direct offer from the University
Details of the enrolment procedures will be sent to students with their University offer of enrolment. Enrolment takes place during the first two weeks of February.

All continuing domestic and international students
A pre-enrolment package is sent to all enrolled students in late September and contains instructions on the procedure for web-based pre-enrolment.

Environmental Policy
The University of Sydney’s Environmental Policy promotes sustainable resource and product use and encourages the practice of environmental stewardship by staff and students. The policy is supported by the University-wide Sustainable Campus Program. Enquiries can be directed to:

Manager, Campus Sustainability
Phone: +61 2 9036 5441
Email: sustainable@usyd.edu.au

Visit the website www.usyd.edu.au/sustainable to find out what the University is doing, and learn how you can get involved or make suggestions.

Equity Support Services
Equity Support Services brings together a number of student support services that provide practical assistance and information to help students meet their academic and personal goals while at University.

Services include the Accommodation Service, Child Care Information Office, Disability Services and the Financial Assistance Office.
For more information visit www.usyd.edu.au/current_students

Examinations
The Examinations Office arranges the end-of-semester examination periods in June and November each year and provides assistance to faculty staff with examinations held at other times. Staff and students can find information about examinations at www.usyd.edu.au/current_students/student_administration/examinations or contact the Examinations Office directly.

Student Centre
Level 3, Jane Foss Russell Building, G02
The University of Sydney
NSW 2006 Australia
Phone: +61 2 8627 8200 or +61 2 8627 8217
Fax: +61 2 8627 8279
Email: exams.office@exams.usyd.edu.au
Website: www.usyd.edu.au/current_students/student_administration/examinations

Fees
See 'Revenue Services Office'.

Financial Assistance Office
The University has a number of loan funds and bursaries to help students who experience financial difficulties. Assistance is not intended to provide the principal means of support but to help in emergencies and supplement other income. Financial assistance is available for undergraduate and postgraduate students enrolled at the University of Sydney in degree and diploma programs. It is for essential living and study expenses.

Financial assistance consists of loans, which are usually repayable within one year, and bursaries, which may be awarded as part of a financial assistance package, depending on financial need and academic merit (average marks at credit level or higher). Advertised bursaries are also available and must be applied for separately by 30 April (see website for details). Bursaries are generally only available to local full-time undergraduate students.

For more information visit www.usyd.edu.au/current_students

Level 5, Jane Foss Russell Building, G02
The University of Sydney
NSW 2006 Australia
Phone: +61 2 9351 2416
Fax: +61 2 8627 8480
Email: fao@stuserv.usyd.edu.au
Website: www.usyd.edu.au/financial_assistance

Freedom of information
The University of Sydney falls within the jurisdiction of the NSW Freedom of Information Act 1989. The Act:

- requires information concerning documents held by the University to be made available to the public
- enables a member of the public to obtain access to documents held by the University
- enables a member of the public to ensure that records held by the University concerning his or her personal affairs are not incomplete, incorrect, out of date or misleading.

A ‘member of the public’ includes staff and students of the University.

It is a requirement of the Act that applications be processed and a determination made within a specified time period, generally 21 days. Determinations are made by the University's Deputy Registrar.

While an application may be made to access University documents, some may not be released in accordance with particular exemptions provided by the Act. There are review and appeal mechanisms which apply when access has been refused.

The University is required to report to the public on its freedom of information activities on a regular basis and to produce two documents:
- a Statement of Affairs (annually) and a Summary of Affairs (every six months).

The Statement of Affairs contains information about the University, its structure, function and the kinds of documents held. The Summary of Affairs identifies the University’s policy documents and provides information on how to make an application for access to University documents. More information and copies of the reports can be found at www.usyd.edu.au/arms/info_freedom
Graduations Office

The Graduations Office is responsible for organising graduation ceremonies and informing students of their graduation arrangements.

Student Centre
Level 3, Jane Foss Russell Building, G02
The University of Sydney
NSW 2006 Australia
Phone: +61 2 8627 8223 or +61 2 8627 8224
Protocol enquiries: +61 2 8627 8221
Fax: +61 2 8627 8281
Email: grads.office@usyd.edu.au

Grievances and appeals

You may consider that a decision affecting your candidature for a degree or other activities at the University has not taken into account all relevant matters. In some cases the by-laws or resolutions of the Senate provide for a right of appeal against particular decisions. For example, there is provision for appeal against academic decisions, disciplinary decisions and exclusion after failure.

A document outlining the current procedures for appeals against academic decisions is available at the Student Centre, the Student Representative Council, and on the Policy Online website (www.usyd.edu.au/policy click on 'Study at the University', then 'Appeals' – see the Academic Board and Senate resolutions).

For assistance or advice regarding an appeal contact:

Undergraduates
Students' Representative Council
Level 1, Wentworth Building, G01
The University of Sydney
NSW 2006 Australia
Phone: +61 2 9660 5222
www.src.usyd.edu.au

Postgraduates
Sydney University Postgraduate Representative Association (SUPRA)
Corner of Raglan and Abercrombie
The University of Sydney
NSW 2006 Australia
Phone: +61 2 9351 3115
www.supra.usyd.edu.au

HECS and Domestic Fees Office

The HECS and Domestic Fees Office assists domestic students with queries relating to their entitlements for Commonwealth Support, HELP-Loans, domestic full fees and the Research Training Scheme (RTS). Students' entitlements are also assessed based on their citizenship or residency status.

Student Centre
Level 3, Jane Foss Russell Building, G02
The University of Sydney
NSW 2006 Australia
Phone: +61 2 8627 8239
Fax: +61 2 8627 8285
Email: hecs.fees@records.usyd.edu.au

Information and Communications Technology (ICT)

See 'Service Management, Information and Communications Technology'.

International Office

The International Office helps international students with application, admission and enrolment procedures. It has units responsible for international marketing, government and student relations, international scholarships (including AusAID scholarships and administrative support for international financial aid programs), and compliance with government regulations relating to international students. The Study Abroad and Student Exchange units help domestic and international students who wish to enrol for overseas study or exchange programs.

International Office
Level 4, Jane Foss Russell Building, G02
The University of Sydney
NSW 2006 Australia
Phone: +61 2 8627 8300
Fax: +61 2 8627 8387
Email: info@io.usyd.edu.au
Website: www.usyd.edu.au/internationaloffice

Study Abroad
Phone: +61 2 8627 8322
Fax: +61 2 8627 8390
Email: studyabroad@io.usyd.edu.au
Website: www.usyd.edu.au/studyabroad

Student Exchange
Phone: +61 2 8627 8322
Fax: +61 2 8627 8482
Email: exchange@io.usyd.edu.au
Website: www.usyd.edu.au/studentexchange

International Student Support Unit (ISSU)

The International Student Support Unit (ISSU) aims to help international students develop successful strategies for coping with the challenges of living and studying in an unfamiliar culture, to achieve success in their studies, and to make the experience of being an international student rewarding and enjoyable.

ISSU's student counsellors are qualified professionals with extensive experience in cross-cultural counselling. They provide an integrated service to international students and their families, which includes free and confidential counselling, welfare advice, information, and assistance with accessing other support services and resources on campus and in the community.

Other ISSU services include pre-departure information, on-arrival information sessions and an orientation program for new international students. There is also a program of social and cultural activities which runs throughout the year. International students also have access to all University student support services.

Camperdown and Darlington campuses
Level 5, Jane Foss Russell Building, G02
The University of Sydney
NSW 2006 Australia
Phone: +61 2 8627 8437
Fax: +61 2 8627 8482
Email: info@issu.usyd.edu.au
Website: www.usyd.edu.au/issu

Cumberland Campus
Ground Floor, A Block, Cumberland Campus, C42
The University of Sydney
East Street, Lidcombe
NSW 2141 Australia
Phone: +61 2 9351 9638
Fax: +61 2 9351 9635
Email: issu.cumberland@stuserv.usyd.edu.au
Website: www.usyd.edu.au/issu
Koori Centre and Yooroang Garang

The Koori Centre and Yooroang Garang support Aboriginal and Torres Strait Islander people in all aspects of tertiary education at the University of Sydney. The Cadigal Special Entry Program helps Indigenous Australians enter undergraduate study across all areas of the University.

As well as delivering block-mode courses for Indigenous Australian students, the Koori Centre teaches Indigenous Australian Studies in various faculties across mainstream courses. The Koori Centre also provides tutorial assistance, and student facilities including a computer lab, Indigenous research library and study rooms for the University's Indigenous Australian students.

In particular, the Koori Centre aims to increase the successful participation of Indigenous Australians in undergraduate and postgraduate degrees, develop the teaching of Aboriginal studies, conduct research in the field of Aboriginal education, and establish working ties with schools and communities.

The Koori Centre works in close collaboration with Yooroang Garang, Indigenous Student Support Unit in the Faculty of Health Sciences at the Cumberland Campus. Yooroang Garang provides assistance, advice and academic support for Indigenous students in the faculty, as well as preparatory undergraduate and postgraduate courses.

Koori Centre
Ground Floor, Old Teachers College, A22
The University of Sydney
NSW 2006 Australia
Phone: +61 2 9351 2046 (general enquiries)
Toll-free within Australia: 1800 622 742
Community Liaison Officer: +61 2 9351 7003
Fax: +61 2 9351 6923
Email: koori@koori.usyd.edu.au
Website: www.koori.usyd.edu.au

Yooroang Garang
T Block, Level 4, Cumberland Campus, C42
The University of Sydney
NSW 2006 Australia
Phone: +61 2 9351 9066
Toll free: 1800 009 418
Fax: +61 2 9351 9400
Email: yginfo@fhs.usyd.edu.au
Website: www.fhs.usyd.edu.au/yooroang_garang

Learning Centre

The Learning Centre helps students develop the generic learning and communication skills that are necessary for university study and beyond. The centre is committed to helping students achieve their academic potential during their undergraduate and postgraduate studies.

Learning Centre staff can be found at the Camperdown and Cumberland campuses. The centre's program includes a wide range of workshops on study skills, academic reading and writing, oral communication skills and postgraduate writing and research skills. Other services include an individual learning program, a faculty-based program and access to online and print-based learning resources.

For details of programs, activities and online resources available from the Learning Centre, see its website.

Camperdown and Darlington campuses
Level 7, Education Building, A35
The University of Sydney
NSW 2006 Australia

Library

The University of Sydney Library provides services via a network of libraries on eight campuses, and online at www.library.usyd.edu.au

The location, opening hours and specific subject focus of each library is listed on the website. Over 5.5 million items are available via the library catalogue, including more than 67,000 online journals and 325,000 online books.

Enrolled students are entitled to borrow from any of the University libraries. Reading list books and articles are available via the reserve service either online or in print. Past examination papers are also available online.

Library facilities include individual and group study spaces, computers, printers, multimedia equipment, photocopiers and adaptive technologies. Refer to the ‘Libraries’ link on the University website to find out about services and facilities in specific libraries.

Library staff are available in every library to support students with their study and research. Faculty liaison librarians help students find great information on any topic and provide training in using a wide range of resources. For contact details of faculty liaison librarians, see www.library.usyd.edu.au/contacts/subjectcontacts.html

It is also possible to learn research and information skills online; see www.library.usyd.edu.au/skills

Mathematics Learning Centre

The Mathematics Learning Centre helps undergraduate students to develop the mathematical knowledge, skills and confidence that are needed for studying first-level mathematics or statistics units at university. The centre runs bridging courses in mathematics at the beginning of the academic year (fees apply). The centre also provides ongoing support to eligible students during the year through individual assistance and small group tutorials.

For details of activities and online resources provided by the centre see the centre’s website.

Level 4, Carslaw Building, F07
The University of Sydney
NSW 2006 Australia
Phone: +61 2 9351 4061
Fax: +61 2 9351 5797
Email: mlc@usyd.edu.au
Website: www.usyd.edu.au/mlc
Museums and galleries

The University of Sydney has one of the largest and finest university collections of antiquities, art, ethnography and natural history in Australia. While these collections are used for teaching, they also provide an opportunity for the University to contribute to the cultural life of the country.

University Art Gallery

Founded in the 1860s, the University of Sydney Art Collection now holds more than 7000 paintings, sculptures and works on paper by Australian, Asian and European artists, as well as more than 700 works from the University Union Art Collection. One of the most significant collections derives from the John Wardell Power Bequest. The gallery showcases changing exhibitions of works from the collection as well as high-quality exhibitions of both contemporary and historical works.

War Memorial Arch
The Quadrangle, A14
Camperdown Campus

Phone: +61 2 9351 6883
Fax: +61 2 9351 7785
Website: www.usyd.edu.au/museums

Macleay Museum

The Macleay Museum originated with the 18th century collection of insects owned by Alexander Macleay. The oldest of its kind in Australia, the museum today holds significant collections of ethnographic artefacts, scientific instruments, biological specimens and historic photographs. Changing exhibitions engage with the diversity of the collection.

Macleay Building, A12
Gosper Lane (off Science Road)
Camperdown Campus

Phone: +61 2 9036 5253
Fax: +61 2 9351 5646
Email: macleaymuseum@usyd.edu.au
Website: www.usyd.edu.au/museums

Nicholson Museum

The Nicholson Museum contains the largest and most prestigious collection of antiquities in Australia. It is also the country's oldest university museum, and features works of ancient art and objects of daily life from Greece, Italy, Egypt, Cyprus, the Near and Middle East, as well as Northern Europe. A regular changing schedule of exhibitions highlights various parts of the collection.

The Quadrangle, A14
Camperdown Campus

Phone: +61 2 9351 2812
Fax: +61 2 9351 7305
Email: nicholsonmuseum@usyd.edu.au
Website: www.usyd.edu.au/museums

The Tin Sheds Gallery

The Tin Sheds Gallery is part of the Art Workshop complex within the University of Sydney's Faculty of Architecture, Design and Planning. The gallery hosts exhibitions across a wide variety of contemporary visual arts practices from individuals and groups, as well as community projects and curated exhibitions.

Tin Sheds Gallery and Art Workshops
Faculty of Architecture
Wilkinson Building, G04

Phone: +61 2 9351 3115
Fax: +61 2 9351 4184
Email: tinsheds@arch.usyd.edu.au
Website: www.arch.usyd.edu.au/art_workshop.shtml

MyUni Student Portal

The MyUni student portal (http://myuni.usyd.edu.au) is the starting point and 'one-stop' environment for students to access all their web-based University information and services.

MyUni automatically tailors what a student sees based on their login and offers personalisation options.

MyUni enables students to access:

- student administration systems for obtaining examination results, enrolment and variations, timetabling, email services and links to courses and unit of study information
- the University's e-learning tools
- library services
- important messages and student alerts
- information and communications technology and support services
- campus maps, with descriptions of cultural, sporting and campus facilities.

Orientation and O-Week

Orientation

Starting university study brings both opportunities and challenges. A successful transition is important in developing a sense of belonging and better academic adjustment and success. The University of Sydney seeks to facilitate students' successful transition through a wide range of programs and activities.

Orientation activities for both undergraduate and postgraduate students are scheduled at the beginning of each semester. Transition support continues throughout the academic year within faculties, while student support services are available to help students throughout their study.

For more information visit
www.usyd.edu.au/current_students/orientation

Undergraduate students

In the week before Semester One, the Sydney Welcome Orientation and Transition (SWOT) program offers all commencing undergraduate students an opportunity to learn more about the University of Sydney.

During this week you can get to know the University, develop key skills for success, discover other key resources for getting the most out of university life and develop a sense of belonging. All students are welcome to attend activities, which are based at the Camperdown and Darlington campuses. Faculties based on other campuses also provide orientation activities and programs.

SWOT 2010 will run from 24 to 26 February 2010.
For more information, see www.swot.usyd.edu.au

Postgraduate students

Postgraduate students are supported by their faculties in transitioning to postgraduate study at the University of Sydney.

For more information visit
www.usyd.edu.au/current_students/orientation

O-Week

O-Week is the orientation event at the beginning of Semester One. Organised by the University of Sydney Union (USU) and other student organisations, it runs in parallel with the SWOT program. O-Week 2010 will run from 24 to 26 February 2010.
For more information visit www.usuonline.com
Part-time, full-time attendance

Undergraduate students
Undergraduate students are usually considered full time if they have a student load of at least 0.375 each semester. Anything under this amount is considered a part-time study load.

Note that some faculties have minimum study load requirements for satisfactory progress.

Postgraduate students (coursework)
Part-time or full-time status for postgraduate coursework students is determined by credit-point load. Enrolment in units of study which total at least 18 credit points in a semester is classed as full time. Anything under this amount is a part-time study load.

Please note that classes for some coursework programs are held in the evenings (usually 6pm to 9pm).

Postgraduate students (research)
Full-time candidates for research degrees do not keep to the normal semester schedule. Instead they work continuously throughout the year with a period of four weeks recreation leave.

There is no strict definition of what constitutes full-time candidature but if you have employment or other commitments that would prevent you from devoting at least the equivalent of a 35-hour working week to your candidature (including attendance at the University for lectures, seminars, practical work and consultation with your supervisor) you should enrol as a part-time candidate. If in doubt, consult your faculty or supervisor.

International students
Student visa regulations require international students to undertake full-time study. International students on visas other than student visas may be permitted to study part-time.

Policy Online
In addition to the resolutions covering specific courses, there are a number of University policies that apply to students. These include:

- Code of Conduct for students
- Academic Honesty in Coursework
- Student Plagiarism: Coursework Assessment and Examination of Coursework
- Identifying and Supporting Students at Risk.

All of these policies can be accessed at the University’s Policy website (www.usyd.edu.au/policy).

Printing service
The University Printing Service (UPS) provides printing and binding services including high-volume printing and copying, short run/low-volume printing, and four-colour process printing. It also offers finished artwork and design, including website design, document scanning, file conversion and CD burning.

UPS products range from stationery, books, brochures, handbooks, graduation certificates and examination papers through to invitations, flyers and banners.

UPS also offers a variety of finishing options plus collating, addressing and filling of envelopes, mail merge options and print-broking services.

University Printing Service
Room 314, Level 3
Services Building, G12
Codrington Street

Phone: +61 2 9351 2004
Fax: +61 2 9351 7757
Email: ups@ups.usyd.edu.au
Website: www.usyd.edu.au/ups

Privacy
The University is subject to the NSW Privacy and Personal Information Protection Act 1998 and the NSW Health Records and Information Privacy Act 2002. Central to both pieces of legislation are the sets of information protection principles (IPPs) and health privacy principles which regulate the collection, management, use and disclosure of personal and health information.

In compliance with the Privacy and Personal Information Protection Act, the University developed a Privacy Management Plan which includes the University Privacy Policy. The Privacy Management Plan sets out the IPPs and how they apply to functions and activities carried out by the University. Both the plan and the University Privacy Policy were endorsed by the Vice-Chancellor on 28 June 2000.

Further information and a copy of the plan may be found at www.usyd.edu.au/arms/privacy

Any questions regarding the Freedom of Information Act, the Privacy and Personal Information Protection Act, the Health Records and Information Privacy Act or the Privacy Management Plan should be directed to Archives and Records Management Services. See www.usyd.edu.au/arms for contact details.

Research Office
The Research Office administers the major government-funded research scholarships to postgraduate research students. Details of these scholarships and many others may be obtained from www.usyd.edu.au/ro/training

The closing date for applications for Australian Postgraduate Awards (APA) and University of Sydney Postgraduate Awards (UPA) is October every year.

Applications for National Health and Medical Research Council (NHMRC) Postgraduate Research Scholarships usually close in mid-July. It is wise to check in advance the exact closing date.

Research Office
Level 6, Jane Foss Russell Building, G02
Phone: +61 2 8627 8112
Email: research.training@usyd.edu.au
Website: www.usyd.edu.au/ro/training

Revenue Services
Revenue Services provides information on HECS/fee payment methods and can confirm the receipt of payments. The office can also provide information on the steps necessary to obtain a refund. More details are available on its website (listed below).

Revenue Services (domestic students)
Margaret Telfer Building, K07
The University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 5222
Fax: +61 2 9114 0556
Email: feespay@usyd.edu.au
Website: www.finance.usyd.edu.au/revenue_income/fees.shtml

Cashier’s Office (domestic and international student payments)
Level 3, Jane Foss Russell Building, G02
The University of Sydney
NSW 2006 Australia
Office hours: 9am to 5pm, Monday to Friday
Scholarships for undergraduates
The Scholarships and Prizes Office administers scholarships and prizes for undergraduate and postgraduate coursework degrees at the University of Sydney. To learn more, see the website.

Scholarships and Prizes Office
Jane Foss Russell Building, G02
The University of Sydney
NSW 2006 Australia
Phone: +61 2 9351 6870
Fax: +61 2 9351 6870
Email: scholarships.reception@usyd.edu.au
Website: www.usyd.edu.au/scholarships

Security Service
Security staff patrol the University's Camperdown and Darlington campuses 24 hours a day, seven days a week and are easily identified by their blue uniforms and distinguishing badges.

Security Escort Service
The University's Security Escort Service may be booked by phoning 9351 3487. This service provides transportation around the Camperdown and Darlington campuses as well as to the nearest transport point at its edge (it generally operates after the security bus has ceased). The service is for security situations and is not designed for convenience use. Requests for this service will be prioritised against other security demands.

Emergency contact
Phone: +61 2 9351 3333 (13333 from an internal phone)

Enquiries
Phone: +61 2 9351 3487 or (toll-free within Australia) 1800 063 487
Fax: +61 2 9351 4555
Email: security.admin@mail.usyd.edu.au
Website: www.facilities.usyd.edu.au/security

Traffic
Phone: +61 2 9351 3336

Lost property
Phone: +61 2 9351 5325

Service Management, Information and Communications Technology (ICT)
ICT is responsible for the delivery of many of the computing services provided to students. Students can contact ICT by phoning the helpdesk on (02) 9351 6000, through the IT Assist website (www.usyd.edu.au/ict/switch) or by visiting the staff at one of the University Access Labs. The location details of Access Labs can be found at www.usyd.edu.au/ict/switch/locations

The labs provide students free access to computers, including office productivity and desktop publishing software. Some services are available on a fee-for-service basis, such as internet access, printing facilities, and the opportunity for students to host their own non-commercial website.

Each student is supplied with an account, called 'UniKey' account, which allows access to a number of services including:

- free email
- WebCT/elearning online resources
- access to the Internet from home or residential colleges facilities, such as exam results, enrolment variations and timetabling
- free courses in basic computing (such as MS Office, basic html and Excel), run by Access Lab staff in the week following orientation week. To register contact the Access Lab Supervisor on +61 2 9351 6870.

Special Consideration
In cases of illness or misadventure, students should complete an Application for Special Consideration form, accompanied by relevant documentation, such as medical certificates, and submit it to the relevant faculty office. The forms are available at faculty offices, the Student Centre, and online at www.usyd.edu.au/current_students/student_administration/forms

Exemption from re-attendance
Although you may have attended certain lectures or practical classes before, exemption from re-attendance is granted only in exceptional circumstances. In any case, you are required to enrol in all units of study in which you propose to take examinations, whether or not you have been granted leave of absence (or exemption) from re-attendance at lectures and/or practical work. To obtain exemption from re-attendance, apply at your faculty office.

Staff and Student Equal Opportunity Unit (SSEOU)
The Staff and Student Equal Opportunity Unit works with the University community to promote equal opportunity in education and employment, to create opportunities for staff and students who have traditionally been disadvantaged by mainstream practices and policies, and to create an environment that is free from discrimination and harassment.

The Staff and Student Equal Opportunity Unit is responsible for:

- providing policy advice to staff on harassment and discrimination
- providing equal opportunity policy development, promotion and training for staff and students
- coordinating and monitoring equity programs and initiatives
- providing information and advice to staff and students on equal opportunity matters
- resolving individual staff and student concerns about harassment and discrimination
- overseeing the University's Harassment and Discrimination Resolution procedure
- monitoring and reporting to external bodies on the University's progress in the equal opportunity area.

Every student and staff member at the University of Sydney has the right to expect that their fellow students and colleagues behave in a way that reflects these key values, irrespective of background, beliefs or culture.

In addition, every student and employee has a right to expect from the University equitable practices that preserve and promote equal opportunity to access, participate, and excel in their chosen field.

Rooms 228 to 235
The Demountables, H11
Codrington Street
Darlington Campus
The University of Sydney
NSW 2006 Australia
Phone: +61 2 9351 2212
Fax: +61 2 9351 3195
Email: admin@eeo.usyd.edu.au
Website: www.usyd.edu.au/eeo

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Student administration and support
The University provides personal, welfare, administrative and academic support services to facilitate your success. Many factors can have an impact on your wellbeing while studying, and student services can help you to manage these more effectively.

For details of services and online resources provided, visit www.usyd.edu.au/current_students

Student Centre
The Student Centre is responsible for the central functions of UAC admissions, enrolments, HECS, class timetabling, student records, examinations and graduations. In addition to the above matters, general information and academic transcripts can be obtained at the counter of the Student Centre.

Level 3, Jane Foss Russell Building, G02
The University of Sydney
NSW 2006 Australia

General enquiries: +61 2 8627 8200
Academic records: +61 2 8627 8200
Handbooks: +61 2 8627 8200
Fax: +61 2 8627 8279 or +61 2 8627 8284 (academic records)
Email: studentcentre@usyd.edu.au
Email: academic.records@usyd.edu.au
Website: www.usyd.edu.au/current_students/student_administration

Student course material (online stores)
Students in several faculties can purchase course collateral through an online eStore (available on their faculty website). Course collateral includes laboratory coats, uniforms, safety boots and other equipment required for units of study. All items have been selected and approved by the faculty concerned to ensure they meet course requirements.

Student identity cards
The student identity card functions as a library borrowing card, a transport concession card (when suitably endorsed) and a general identity card. The card must be carried at all times on the grounds of the University and must be shown on demand and taken to all examinations.

University Card Services
Level 2, Fisher Library, F03
The University of Sydney
NSW 2006 Australia

Phone: +61 2 9351 2423
Email: university.cards@usyd.edu.au
website: www.usyd.edu.au/card_centre

Sydney Summer School
Nine faculties at the University offer subjects from undergraduate and postgraduate degree programs during a Summer School program. As the University uses its entire quota of Commonwealth-supported places in Semesters One and Two, these units are full fee-paying for both local and international students and enrolment is entirely voluntary.

Summer School enables students to accelerate their degree progress, make up for a failed subject or fit in a subject which otherwise would not suit their timetables. New students may also gain an early start by completing subjects before they commence their degrees.

Three sessions are offered during the semester break (commencing in mid-December, the first week of January, and the third week of January) and normally run for up to six weeks (followed by an examination week). Details of the available subjects are on the Summer School website.

A smaller Winter School is also offered. It will commence on 28 June 2010 and run for three weeks (followed by an examination week). The Winter School offers both postgraduate and undergraduate subjects.

To find out information about subjects offered and to enrol, see the Summer School website: www.summer.usyd.edu.au

SydneyTalent
SydneyTalent is a University initiative that offers course-related employment at market leading rates and with flexible hours. It connects students with meaningful roles in their chosen field of study, allowing them to develop vital professional skills and graduate with marketable career experience. With SydneyTalent, students are able to successfully manage the work-study balance while building for future success.

Level 5, Jane Foss Russell Building G02
The University of Sydney
NSW 2006 Australia

Phone: +61 2 8627 8000
Fax: +61 2 8627 8630
Email: sydney.talent@usyd.edu.au
Website: www.sydneytalent.com.au

Sydney Welcome Orientation and Transition Program (SWOT)
The Sydney Welcome Orientation and Transition program (SWOT) offers a head start to commencing undergraduate students at the University, helping you to become familiar with the University and its student support services. The library and central student support services work together with faculties to provide the SWOT program.

SWOT 2010 runs from 24 to 26 February 2010.
For more information, see www.swot.usyd.edu.au or visit www.usyd.edu.au/current_students/orientation

The University of Sydney Foundation Program (USFP)
The University of Sydney provides a foundation program to international students as a preparation for undergraduate degrees at several Australian universities.

The program is conducted by Taylors College on behalf of Study Group Australia and the University of Sydney. It allows both first and second semester entry to undergraduate courses at the University of Sydney and other universities within Australia.

Contact details
Phone: +61 2 8263 1888
Fax: +61 2 9267 0531
Email: info@taylorscollege.edu.au
Website: www.usyd.edu.au/foundationprogram

College address
The University of Sydney Foundation Program
Taylors College
965 Bourke St
Waterloo NSW 2017
Phone: +61 2 8303 9700
Fax: +61 2 8303 9777
Timetabling Unit
The Timetabling Unit in the Student Centre is responsible for producing personalised student timetables which are available through MyUni. Semester One timetables are available 10 days before that semester begins. Semester Two timetables are available from the beginning of Semester One examinations.
Website: www.usyd.edu.au/current_students/student_administration/timetables

University Health Service (UHS)
The University Health Service provides a full experienced general practitioner service and emergency medical care to all members of the University community. You can consult a doctor either by appointment or on a walk-in basis (for more urgent matters only). The UHS bills Medicare or your overseas student health care provider (Worldcare or Medibank Private) directly for the full cost of most consultations.
Email: i.marshall@unihealth.usyd.edu.au
Website: www.unihealth.usyd.edu.au
Phone: +61 2 9351 3484
Fax: +61 2 9351 4110

University Health Service (Wentworth)
Level 3, Wentworth Building, G01
The University of Sydney
NSW 2006 Australia
Opening hours: 8.30am to 5.30pm, Monday to Friday
Phone: +61 2 9351 3484
Fax: +61 2 9351 4110

University Health Service (Holme)
Holme Building, A09
Entry Level, Science Road
The University of Sydney
NSW 2006 Australia
Opening hours: 8.30am to 5.30pm, Monday to Friday
Phone: +61 2 9351 4095
Fax: +61 2 9351 4338
Students' Representative Council (SRC)
The Students’ Representative Council represents, campaigns and advocates for undergraduate students throughout the University.

SRC caseworkers advise students on a range of issues, including academic appeals, Centrelink and Austudy, tenancy, harassment and discrimination. The solicitor (from Redfern Legal Centre) provides legal assistance and court representation. These services are free and confidential. The SRC also offers financial support in the form of emergency loans of up to $50.

In addition, the SRC runs a second-hand bookshop that specialises in the purchase and sale of coursework textbooks. Among the publications produced by the SRC are the weekly student newspaper Honi Soit, the Counter-Course Handbook and the O-Week Handbook.

The SRC, which recently celebrated its 80th anniversary, is one of the oldest student organisations in Australia, and is run by and for students. It’s a great way to get involved in student life. Officers elected to the student council campaign on issues that directly affect students, such as course cuts and assessments, fee increases, discrimination and welfare rights. They also advocate on social justice matters both within the University and throughout the wider community.

SRC main office
Level 1, Wentworth Building (G01), City Road
Phone: +61 2 9660 5222
Fax: +61 2 9660 4260
Email: help@src.usyd.edu.au
Website: www.src.usyd.edu.au

Sydney University Postgraduate Representative Association (SUPRA)
SUPRA is an independent association which provides advice, advocacy and support services to postgraduate students. SUPRA is both the voice and safety net of these students, and represents their interests by:

- ensuring the representation of postgraduate views within the University and wider community
- providing free, confidential assistance and advocacy for postgraduates through the employment of Student Advice and Advocacy Officers (SAAOs)
- providing free legal advice for postgraduate students, in association with the Redfern Legal Centre
- representing postgraduates on University policymaking bodies such as the Academic Board, its committees and working parties
- meeting with members of the Senate on the Senate/Student Organisations Liaison Committee
- regularly consulting with the Vice-Chancellor, Registrar and other senior University officers
- drawing postgraduates together at all levels of University life.

SUPRA Council, committees and networks
The SUPRA Council is elected annually by and from the postgraduate student community. Council meetings are held monthly and postgraduate students are encouraged to attend. SUPRA committees and networks help to coordinate activities and run campaigns, and are a great way to get involved. All postgraduates can stand for the council or attend any SUPRA events provided they are a SUPRA subscriber (see below).

Advice and advocacy
SUPRA employs professional student advice and advocacy officers (SAAOs) to help postgraduate students with any academic or personal problems that may affect their study, such as:

- fee payment and administrative issues
- academic appeals and exclusions
- supervision problems
- tenancy issues
- Centrelink and financial assistance concerns
- harassment and discrimination.

This is a free and confidential service for all postgraduates at the University of Sydney. To access the SAAO service, you must be a SUPRA subscriber. It’s free to subscribe and you can do it online, in the office, or when you see an SAAO. To find out more about the SAAO service, email help@supra.usyd.edu.au

Publications
SUPRA places the highest priority upon communication, being responsive to postgraduates and encouraging maximum participation in SUPRA through the following publications:

- eGrad, a regular email bulletin
- The Postgraduate Survival Manual
- Thesis Guide
- our weekly double-page spread in Honi Soit, the student newspaper
- a range of handbooks, fact sheets and brochures.

Electronic versions are available at www.supra.usyd.edu.au

All of SUPRA’s services, activities and publications are free to SUPRA subscribers. By subscribing, you also show your support for all the work that SUPRA does on your behalf. It’s free to subscribe and you can sign up online or drop into the SUPRA offices and fill out a form.

SUPRA Office
Raglan Street Building, G10
Corner Raglan Street and Abercrombie Street
Phone: +61 2 9351 3715 (local) or 1800 249 950 (toll free within Australia)
Fax: +61 2 9351 6400
Email: admin@supra.usyd.edu.au
Website: www.supra.usyd.edu.au

University of Sydney Union (USU)
As the largest university union in Australia, the USU is a major provider of exciting cultural, social, political, and charitable activities, as well as quality on-campus food and retail services, entertainment, events and programs that service the entire university community.

The USU offers an array of programs to its members to promote cultural life on campus, including awards, grants and prizes in leadership, literature, debating, photography, film, drama, philanthropy,
music and art. The USU Debating Team is a formidable force, currently ranked first in the world, and the USU also funds the oldest continuing theatre group in Australia, the Sydney University Dramatic Society.

The USU keeps the campus alive with big-name gigs and exhilarating events held throughout the year at its bars Manning and Hermann’s. Each year the USU holds major festivals and events such as O-Week, Beachball and the Verge Arts Festival.

For more information on USU, see www.usuonline.com

Access Card Benefits Program
The USU offers membership to its award-winning Access Benefits Program, your gateway to benefits and discounts at more than 55 selected food, retail and entertainment partners on and off campus, as well as access to USU’s programs including internships, student positions and volunteering opportunities.

For more information, see www.accessbenefits.com.au

Clubs and societies
The USU funds, accommodates, trains and supports more than 200 clubs and societies – groups that USU members can join and operate to meet others with shared interests. Clubs and societies organise their own activities and events with funding from the USU. Being part of a club or society is the best way to connect, socialise, network and gain valuable skills, training and experience.

There are clubs and societies focused on politics, culture, the arts, the environment, religion, volunteering, faculties, games, hobbies and passions. If there isn’t a club or society that suits your interests, the USU will help you start your own.

For more information, see the clubs and societies section of the USU website www.usuonline.com

C&S Office
University of Sydney Union
Level 1, Manning House, Manning Road
Phone: +61 2 9563 6161
Email: clubsandsocs@usu.usyd.edu.au

The USU Student Leadership Program
The USU offers a range of development opportunities for its student members, ranging from board director positions, club and society executives, festival directors, debate directors, editors, volunteers, and community portfolio convenors.

The USU’s programs not only entertain, but teach and prepare participants for life beyond graduation. USU programs include mentoring, personal development, and leadership training, providing the opportunity to add a different dimension to your tertiary education.

For more details, see the ‘Get Involved’ section of www.usuonline.com

Sydney Uni Sport & Fitness
Sydney Uni Sport & Fitness invites you to enjoy a healthier University experience.

Get access to three world-class, on-campus facilities, over 40 different sports clubs, more than 30 dance, recreation and sport short courses, plus get involved in popular social sporting activities through our range of maximum value membership options.

The vast array of sports clubs for men and women ranges from AFL to water polo, with competitions ranging from local social competitions to nationwide leagues, all giving you the chance to improve your performance under the guidance of some of Australia’s most accomplished coaches and sportspeople.

Purpose-built venues offer tennis and squash courts, rock-climbing, fitness equipment, a martial arts room and an Olympic-size heated swimming pool.

Check out the historic and panoramic sporting ovals, rowing sheds and a multipurpose facility at Tempe, and don’t forget the on-campus Grandstand sports bar and restaurant.

Sydney Uni Sport & Fitness
University Sports & Aquatic Centre
Corner Codrington Street and Darlington Road
Phone: +61 2 9351 4960
Fax: +61 2 9351 4962
Email: admin@sport.usyd.edu.au
Website: www.susfl.com.au

Facilities
Sydney Uni Sport & Fitness has three main fitness centres.

University Sports & Aquatic Centre
Corner Codrington Street and Darlington Road
Darlington Campus
Phone: +61 2 9351 4978
Email: nmrc@sport.usyd.edu.au

Facilities at the centre include:
- 50-metre heated Olympic swimming pool
- modern fitness centre
- group fitness studio
- RPM studio
- six synthetic tennis courts
- four squash courts
- multifunction sports hall
- health assessments and fitness testing
- personal training
- Sports Bistro & Mint Cafe.

Arena Sports Centre and the Ledge Climbing Centre
Western Avenue
Camperdown Campus
Phone: +61 2 9351 8111
Email: arenaman@sport.usyd.edu.au

Facilities at the Arena Sports Centre and the Ledge Climbing Centre include:
- extensive weights training room
- yoga classes
- 8-metre-tall rock climbing walls
- bouldering facilities
- personal training
- multipurpose sports hall
- two squash courts
- sports clinic
- Ralph’s Café.

HK Ward Gymnasium
Between Ovals 1 and 2
Camperdown Campus
Phone: +61 2 9351 4988
Email: hk@sport.usyd.edu.au

Facilities at the gymnasium include:
- martial arts facility
- sports hall
- boxing ring and gymnasium
- group fitness studio
- boxercise and kickboxing classes
- ergometer training
- sports equipment hire.
International students

The following information is for international students studying onshore on an Australian student visa.

Completion within the expected duration
Education providers are required to ensure that international students complete their studies within the duration specified on the electronic Confirmation of Enrolment (eCoE). Extensions to a student’s course duration are allowed only in limited circumstances (for example, for compassionate or compelling reasons, where an intervention strategy has been implemented or where there has been an approved leave of absence or suspension).

It is important students ensure they are on track to complete their studies within the expected duration, or that they have permission from their faculty to extend their duration.

Satisfactory academic progress
Maintaining satisfactory course progress is a mandatory student visa condition. Education providers are required to monitor course progress, intervene where students are at risk of failing to achieve satisfactory course progress, notify students who fail to achieve satisfactory course progress, and report students who fail to achieve satisfactory course progress to the Department of Immigration and Citizenship (DIAC).

It is important that every student is aware of the progress rules for their course and participates in the intervention strategies implemented by their faculty. Exclusion from a course due to unsatisfactory progress can have serious implications for student visa holders including visa cancellation and restrictions on returning to Australia.

The University provides many avenues of support for students who are struggling academically. International students who experience any difficulties with their academic progress should consult their faculty, the international student advisers in the International Office or the counsellors in the International Student Support Unit (ISSU).

Distance/web-based study
International students may undertake no more than 25 per cent of their total course by distance and/or online learning. Students must not enrol in exclusively distance or online study in any compulsory study period.

Students who are supported by United States Financial Aid are not permitted to undertake distance and/or online learning at any time during their course of study.

Work permits
International students with a work permit are permitted to work for up to 20 hours per week during semester and full-time during the University’s official holiday periods. Contact the international student advisers in the International Office for more information.

Change of address
International students must notify the University of their residential address within seven days of arrival and notify any subsequent change of address within seven days. This should be done online via the University’s MyUni student portal (http://myuni.usyd.edu.au).

Sponsored students
Sponsored students need permission from their sponsors before transferring courses, suspending their studies or varying their study load. Students sponsored by the Australian Government (AusAID, Endeavour), or Asia Development Bank (ADB) should contact the International Office in the early stages of considering a change to their program.

Suspension/discontinuation
The University is required to report to DIAC any international students who discontinue or suspend their studies. Students who suspend their studies for medical or compassionate reasons should contact the international student advisers in the International Office urgently.

Health cover
The Australian Government requires that all international students and their families pay for health insurance in Australia through the Overseas Student Health Cover (OSHC) scheme. The University-preferred provider is OSHC Worldcare. The International Office will, on receipt of the student’s first payment of tuition fees and the OSHC premium, pay the compulsory amount to OSHC Worldcare on their behalf.

OSHC provides free access to the University health service and public hospitals. Higher-level coverage (eg access to private hospitals coverage for spouse and family) is the student’s responsibility. Alternatively, international students may arrange their own OSHC through an approved provider. You can find a list of approved OSHC providers by searching for ‘OSHC’ on the federal government’s Department of Health and Ageing website: www.health.gov.au

The University of Sydney Foundation Program (USFP)
The University of Sydney offers its foundation program to international students as a preparation for undergraduate degrees at several Australian universities.

The Foundation Program is conducted by Taylors College on behalf of Study Group Australia and the University of Sydney. It allows both students as a preparation for undergraduate degrees at several Australian universities.

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The University of Sydney Foundation Program
Taylors College
965 Bourke Street
Waterloo NSW 2017
Phone: +61 2 8303 9700
Fax: +61 2 8303 9777
Email: info@taylorscollege.edu.au
Website: www.usyd.edu.au/foundationprogram
International Office
The International Office provides advice and assistance with application, admission and enrolment procedures for international students. The International Office also includes units responsible for international marketing, government and student relations, international scholarships, including AusAID scholarships and administrative support for international financial aid programs, and compliance with government regulations related to international students.

The International Office also coordinates student exchange and study abroad programs, and other inter-institutional links. The Study Abroad and Exchange unit helps domestic and international students who wish to enrol in such programs.

International Admissions and Customer Services
Level 4, Jane Foss Russell Building, G02
The University of Sydney
NSW 2006 Australia
Phone: +61 2 8627 8300
Future student enquiries: 1800 899 376 (domestic free call)
Fax: +61 2 8627 8387
Email: info@io.usyd.edu.au
Website: www.usyd.edu.au/internationaloffice

Study Abroad
Phone: +61 2 8627 8322
Fax: +61 2 8627 8390
Email: studyabroad@io.usyd.edu.au
Website: www.usyd.edu.au/studyabroad

International Student Support Unit
The International Student Support Unit (ISSU) provides support to international students through the provision of information, orientation programs, welfare advice and counselling.

The ISSU provides advice to international students on:
- preparations before leaving their home country
- what to expect upon arrival in Sydney
- emotional changes that can take place when moving to a different country
- academic concerns, including understanding the University system and liaising with staff members
- organising letters for family visits
- preparing to return to their home country.

The ISSU has two offices:

Darlington Campus
Level 5, Jane Foss Russell Building, G02
University of Sydney
NSW 2006 Australia
Phone: +61 2 8627 8437
Fax: +61 2 8627 8482
Email: info@issu.usyd.edu.au
Website: www.usyd.edu.au/stuserv/issu

Cumberland Campus
Ground Floor, A Block, C42
75 East St, Lidcombe
NSW 2141 Australia
Phone: +61 2 9351 9638
Email: ISSU.Cumberland@stuserv.usyd.edu.au
Website: www.usyd.edu.au/stuserv/issu

Student Exchange
Phone: +61 2 8627 8322
Fax: +61 2 8627 8390
Email: studentexchange@io.usyd.edu.au
Website: www.usyd.edu.au/studentexchange
Calendar

The annual University of Sydney Calendar and its online updates are the University of Sydney’s central source of official information.

The Calendar provides general and historical information about the University of Sydney, the statutes and regulations under which it operates and the resolutions of the Senate relating to constitutions of and courses in each faculty. The statutes and regulations, as well as some resolutions of the Senate, are also available on Policy Online (www.usyd.edu.au/policy).

Along with the University of Sydney handbooks, the Calendar forms the official legal source of information relating to study at the University of Sydney.

The latest Calendar is available in hard copy from the Student Centre. It is also available online (at www.usyd.edu.au/calendar). The PDF and Word document files can be downloaded and printed if required.

Coursework Rule

It is very important that students are aware of the University of Sydney (Coursework) Rule 2000, which governs all coursework award courses in the University.

The Coursework Rule relates to:
- award course requirements
- credit points and assessment
- enrolment
- credit
- cross-institutional study and its upper limits
- progression
- discontinuation of enrolment and suspension of candidature
- unsatisfactory progress and exclusion
- exceptional circumstances
- award of degrees
- diplomas and certificates
- transitional provisions.

It should be read in conjunction with two other documents:
- The University of Sydney (Amendment Act) Rule 1999
- Senate resolutions and faculty resolutions relating to each award course (found in the relevant faculty handbook).

The Coursework Rule can be found in the following places:
- The University of Sydney Calendar (print or online version): www.usyd.edu.au/calendar
- Policy Online: www.usyd.edu.au/policy
- Handbooks Online: www.usyd.edu.au/handbooks/university_information/01_uni_coursework_rule

PhD Rule

The University of Sydney (Doctor of Philosophy (PhD)) Rule 2004 deals with matters relating to the degree of Doctor of Philosophy, including admission, probation, supervision and submission of theses.

It should be read in conjunction with two other documents:
- The University of Sydney (Amendment Act) Rule 1999
- Senate and faculty resolutions relating to each award course (found in the relevant faculty handbook).

The PhD Rule can be found in the following locations:
- The University of Sydney Calendar (print or online version): www.usyd.edu.au/calendar
- Policy Online: www.usyd.edu.au/policy
- Handbooks Online: www.usyd.edu.au/handbooks/postgrad_hb/ap04_phd_rule.shtml

Plagiarism

The University of Sydney is opposed to and will not tolerate plagiarism. It is the responsibility of all students to:
- ensure that they do not commit or collude with another person to commit plagiarism
- report possible instances of plagiarism
- comply with the University’s policy and procedure on plagiarism.

The policy and procedure on plagiarism can be found at the Policy Online website (www.usyd.edu.au/policy).

The Policy Online website also lists related policies and procedures, including:
- Academic Honesty in Coursework (plagiarism) policy
- Code of Conduct for Responsible Research Practice and Guidelines for Dealing with Allegations of Research Misconduct

The University will treat all identified cases of student plagiarism seriously, in accordance with this policy and procedure, and with Chapter 8 of the University of Sydney By-Law 1999 (as amended), which deals with student discipline.

Students at Risk Policy

The Students at Risk Policy enables early detection of students who are making poor or unsatisfactory progress and are therefore at risk of exclusion from their degree.

The policy outlines procedures and processes to support students in their ongoing studies, including:
- timely intervention and the provision of advice and assistance
- regularly and effectively advising students of progress requirements
- identifying students at risk
- alerting students that they are at risk
- providing assistance to address the risk
- tracking the progress of students after they are identified as being at risk.

For more information on this policy, please see the Secretariat website (www.usyd.edu.au/secretariat/students/riskstudents).

Grievance Procedure

The University’s policy and procedures document on student grievances, appeals and applications for review is available on the Policy Online website (www.usyd.edu.au/policy).

The Grievance Procedure document is a statement of the University’s processes for handling student grievances, appeals and applications for review regarding academic and non-academic matters.

Study at the University presents opportunities for interacting with other members of the University community. The University recognises and values the diversity of student experiences and expectations, and is committed to treating students, both academically and administratively, in a fair and transparent manner.
Abbreviations

Listed below are commonly used acronyms that appear in University documents and publications. (See also the Glossary.)

**A B C D E F G H I J K L M N O P Q R S T U V W X Y Z**

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<td>Australian Academic Research Network</td>
<td>Australian Awards for University Teaching</td>
<td>Commonwealth Register of Institutions and Courses for Overseas Students</td>
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<td>AAUT</td>
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<td>Annual Average Mark</td>
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<td>Activity-based costing</td>
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<td>Australian and New Zealand Association for the Advancement of Science</td>
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<tr>
<td>UNESCO</td>
<td>United Nations Educational, Scientific and Cultural Organisation</td>
<td></td>
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<tr>
<td>UNSW</td>
<td>University of New South Wales</td>
<td></td>
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<tr>
<td>UPA</td>
<td>University Postgraduate Awards</td>
<td></td>
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<tr>
<td>USU</td>
<td>University of Sydney Union</td>
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<tr>
<td>UTS</td>
<td>University of Technology, Sydney</td>
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<tr>
<td>VCAC</td>
<td>Vice-Chancellor’s Advisory Committee</td>
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<tr>
<td>VET</td>
<td>Vocational Education and Training</td>
<td></td>
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<tr>
<td>VSU</td>
<td>Voluntary Student Unionism</td>
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<tr>
<td>WAM</td>
<td>Weighted Average Mark</td>
<td></td>
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<tr>
<td>WRP</td>
<td>Workplace Reform Program</td>
<td></td>
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<tr>
<td>WTO</td>
<td>World Trade Organization</td>
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</tr>
<tr>
<td>YFE</td>
<td>Year of first enrolment</td>
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</tr>
</tbody>
</table>
For a table of commonly used acronyms and abbreviations that appear in University documents and publications, see Abbreviations.

This glossary describes terminology in use at the University of Sydney.

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

A

Academic Board
The senior academic body within the University. The Academic Board has, as principal responsibility, to maintain the highest standards in teaching, scholarship and research at the University and advises Senate and the Vice-Chancellor in that regard. In conjunction with faculties, the Academic Board has responsibility for approving new or amended courses and endorsing faculty development of units of study. The Board is also responsible for the formulation and review of policies, guidelines and procedures in relation to academic matters. For further information, see the University of Sydney (Academic Governance) Rule 2003 (as amended).

Academic Consortium 21 (AC21)
An international network, of which the University is a member, which comprises educational, research and industrial organisations throughout the world with the objective of encouraging the further advancement of global cooperation to the benefit of higher education and to contribute to world and regional society.

Academic cycle
The program of teaching sessions offered over a year. Currently the cycle runs from the enrolment period for Semester One to the completion of the processing of results at the end of Semester Two. See also 'Academic year', 'Stage'.

Academic dishonesty
Academic dishonesty occurs when one person presents another person's ideas, findings or written work as his or her own by copying or reproducing them without due acknowledgement of the source and with intent to deceive. Academic dishonesty also covers recycling, fabrication of data, engaging another person to complete an assessment or cheating in exams. See also 'Plagiarism'.

Academic record
The complete academic history of a student at the University. It includes, among other things: personal details; all units of study and courses taken; assessment results (marks and grades); awards and prizes obtained; infringements of progression rules; approvals for variation in course requirements and course leave; thesis and supervision details.

Access to a student's academic record is restricted to authorised University staff and is not released to a third party without the written authorisation of the student. See also 'Academic transcript'.

Academic transcript
A printed statement setting out a student's academic record at the University. There are two forms of academic transcript: external and internal. See also 'Academic record', 'External transcript', 'Internal transcript'.

Academic year
The current calendar year in which a student is enrolled. See also 'Academic cycle', 'Stage'.

Ad eundem gradum
Long-standing full-time members of the University's academic and general staff who are not graduates of the University may be considered by Senate, upon their retirement, for admission Ad eundem gradum ('to the same degree') to an appropriate degree of the University.

Admission
Governed by the University's admission policy, this is the process for identifying applicants eligible to receive an initial offer of enrolment in a course at the University. Admission to most undergraduate courses is based on performance in the HSC, with applicants ranked on the basis of their Australian Tertiary Admissions Rank (ATAR). Other criteria such as a portfolio, interview, audition, or results in standard tests may also be taken into account for certain courses. Admission to postgraduate courses is normally on the basis of performance in a prior undergraduate degree and other criteria as specified in the relevant degree resolutions.

Admission basis
The main criterion used by a faculty in assessing an application for admission to a course. The criteria used include, among other things, previous secondary, TAFE or tertiary studies, work experience, special admission, and the Australian Tertiary Admissions Rank (ATAR).

Admission (Deferment)
An applicant who receives an offer of admission to a course may apply to defer enrolment in that course for one semester or one academic cycle. (Note: this policy is currently under review.)

Admission mode
A classification based on how a student was admitted to a course, for example 'UAC' or 'direct'.

Admission period
The period during which applications for admission to courses are considered.

Admission year
The year the student expects to begin the course. See also 'Commencement date'.

Advanced diplomas
See 'Course'.

Advanced standing
See 'Credit'.

Aegrotat
In exceptional circumstances involving serious illness or death of a student prior to completion of their course, the award of an aegrotat, or posthumous degree or diploma, may be conferred.

Alumni
See 'Graduate'.

Alumni sidneiensis
A searchable database of graduates of the University from 1857 to approximately 30 years prior to the current year.
**Annual average mark (AAM)**
The average mark over all units of study attempted in a given academic year (equivalent to the calendar year). The formula for this calculation is:

\[
AAM = \frac{\sum (\text{marks} \times \text{credit point value})}{\sum \text{credit point value}}
\]

(Sums over all units of study completed in the selected period.)

The mark is the actual mark obtained by the student for the unit of study, or in the case of a failing grade with no mark — 0. Pass/fail assessed subjects and credit transfer subjects (from another institution) are excluded from these calculations. However, the marks from all attempts at a unit of study are included.

**Annual progress report**
A form used to monitor a research student's progress each year. The form provides for comments by the student, the supervisor, the head of the department and the dean (or their nominee). The completed form is attached to the student's official file.

**Annual Report**
The University's yearly financial and audit report, submitted to the NSW Parliament. It also includes a broad range of the University's activities and the strength of its performance in relation to the University's stated roles, values and goals.

**Appeals**
Students may lodge an appeal against academic or disciplinary decisions. See also 'Student Appeals Body', 'Student Disciplinary Appeals Committee'.

**Appeals against an academic decision**
A student may appeal to the Student Disciplinary Appeals Body against a decision by the University that affects the academic assessment or progress of a student within his or her award course, including a decision:

(a) to exclude a student in accordance with the University of Sydney (Coursework) Rule 2000 (as amended)
(b) not to readmit or re-enrol a student following exclusion in accordance with the University of Sydney (Coursework) Rule 2000 (as amended)
(c) to terminate a student's candidature for a postgraduate award.

**Appeal against a disciplinary decision**
A student may appeal to the Student Disciplinary Appeals Committee against a determination being:

(a) a finding by the Vice-Chancellor or the Student Proctorial Board that the student is guilty of misconduct
(b) the imposition of a penalty upon the student by the Vice-Chancellor or the Student Proctorial Board
(c) an order made by the Vice-Chancellor or the Student Proctorial Board.

**Assessment**
The process of measuring the performance of students in units of study and courses. Performance may be assessed by examinations, essays, laboratory projects, assignments, theses, treatises or dissertations. See also 'Result processing'.

**Formative assessment**
Used principally to provide students with feedback on their progress in learning. It reinforces successful learning, and is an opportunity for students to expose the limits in their knowledge and understanding.

**Summative assessment**
Summative assessment is used to certify competence, or to rank students by order of merit. It certifies the attainment of a standard, and is used as the basis for progression to the next part of a program, or to graduation.

**Associate supervisor**
A person who is appointed in addition to the supervisor of a research student to provide particular expertise or additional experience in supervision. See also 'Instrumental supervisor/teacher', 'Research supervisor', 'Supervision'.

**Association of Pacific Rim Universities (APRU)**
A consortium of leading research universities in the Pacific Rim, of which the University is a member. APRU aims to foster education, research and enterprise, thereby contributing to economic, scientific and cultural advancement in the Pacific Rim.

**Assumed knowledge**
For some units of study, a student is assumed to have passed a relevant subject in the HSC – this is called assumed knowledge. While students are generally advised against taking a unit of study for which they do not have the assumed knowledge, they are not prevented from enrolling in that unit of study. See also 'Prerequisite'.

**Attendance mode or attendance pattern**
The attendance pattern for a course is full-time, part-time or external, depending on the student attendance requirements and student load.

**Australian Qualifications Framework (AQF)**
The framework for recognition and endorsement of qualifications established by the Ministerial Council on Education, Employment, Training and Youth Affairs (MCEETYA).

**Australian Tertiary Admissions Rank (ATAR)**
A measure of overall academic achievement in the HSC that helps universities rank applicants for university selection. The ATAR is a rank of any student's performance relative to other students. It is calculated from the aggregate of scaled marks in 10 units of the HSC (two best English units plus eight other units, including only two category B units) and is presented as a number between 0.00 and 99.95 with increments of 0.05. The ATAR replaced the Universities Admissions Index (UAI) in June 2009.

**Austudy**
Provides financial help to students who are 25 years old or over who meet the required criteria, and are undertaking an approved full-time course at an approved institution. See also 'Youth allowance'.

**Automated Results Transfer System (ARTS)**
This system was developed by the Australasian Conference of Tertiary Admissions Centres (ACTAC) to allow access to a student's electronic academic record, via an admission centre or tertiary institution.

**B**

**Bachelor’s degree**
The highest undergraduate award offered at the University. A bachelor's degree course normally requires three or four years of full-time study or the part-time equivalent. See also 'Course'.

**Board of studies**
An academic body that supervises a course or courses, and is similar to a faculty except that it is headed by a chair rather than a dean.

**Bursaries**
Financial award made to a student, based primarily on need. See also 'Scholarships'.

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The University's yearly financial and audit report, submitted to the NSW Parliament. It also includes a broad range of the University's activities and the strength of its performance in relation to the University's stated roles, values and goals.

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C

Cadigal program
A program, named in recognition of the Aboriginal people of the land on which the University is located, designed to increase the successful participation of Aboriginal and Torres Strait Islander people in degree courses in all faculties at the University of Sydney.

Calendar
See 'University Calendar'.

Campus
The grounds on which the University is situated. There are 10 campuses of the University of Sydney:
- Burren Street (Institute for International Health, Institute of Transport and Logistics Studies)
- Camperdown and Darlington (formerly known as Main Campus)
- Camden (Agriculture, Food and Natural Resources; and Veterinary Science)
- Conservatorium (Sydney Conservatorium of Music)
- Cumberland (Health Sciences)
- Mallett Street (Nursing and Midwifery)
- Rozelle (Sydney College of the Arts)
- St James (Law teaching spaces)
- Surry Hills (Dentistry).

Cancellation of enrolment
The University may cancel a student’s enrolment for non-payment of fees.

Candidature
A person is ‘admitted to candidature’ on the date on which he or she accepts the University’s offer of admission to an award course, in accordance with University and government requirements as amended from time to time. There are maximum periods and in some cases minimum periods of candidature depending on the award course and whether the candidate is a full-time or part-time student.

Census date
The date at which a student’s enrolment, load and HECS liability are finalised before this information is reported to DEEWR. See also ‘Commonwealth Supported Place’, ‘HECS-HELP’.

Ceremony
See ‘Graduation ceremony’.

Chancellor
The non-executive head of the University. An honorary position, the Chancellor presides over meetings of the University’s governing body, the Senate, and important ceremonial occasions such as graduations.

Clinical experience
Students undertake clinical placements in a professional environment as part of their course requirements. Many require University-approved supervision. In order to undertake clinical placements a student may be required to fulfil additional requirements.

Combined degree
A single program with a single set of course resolutions leading to the award of two degrees (unless otherwise specified in the resolutions). See also ‘Double degree’.

Commencement date
The date a student commences their candidature.

Commonwealth Supported Place (CSP)
(Previously known as a HECS Place.) A student in a Commonwealth Supported Place makes a contribution towards the cost of their education (known as the student contribution) while the Australian Government contributes the majority of the cost.

Confirmation of Enrolment notice (COE)
This notice is issued to each student after enrolment, showing the course and the units of study in which the student is enrolled, together with the credit point value of the units of study and the student-contribution weights. Until all fees are paid, it is issued provisionally. A new confirmation of enrolment notice is produced every time a student’s enrolment is varied.

Conjoint ventures
This is when two or more institutions cooperate to provide a unit or course of study to postgraduate coursework students. In these arrangements, students enrolled for a degree at one institution complete one or more units of study at the other institution to count towards the award program at their ‘home’ institution.

Continuing professional education
A process which provides a number of programs of continuing education courses for professionals as they move through their career. These programs are currently administered by the Centre for Continuing Education (CCE) and a number of departments and foundations across the University. This process supports the whole of life learning concept and involves the maintenance of a long-term relationship between the student and the University.

Convocation
A body that comprises: the Fellows and former Fellows of the Senate of the University of Sydney; members of the former governing bodies of the institutions with which the University has amalgamated or their predecessors; the graduates of the University of Sydney, including graduates of the institutions with which the University has amalgamated or their predecessors; professors and other full-time members of the academic staff of the University; and principals of the incorporated colleges.

Core unit of study
A unit of study that is compulsory for a particular course or subject area. See also 'Unit of study'.

Corequisite
A unit of study that must be taken in the same semester or year as a given unit of study (unless it has already been completed). These are determined by the faculty or board of studies concerned, published in the faculty handbook and shown in FlexSIS. See also ‘Prerequisite’, ‘Waiver’.

Cotutelle Scheme
Agreement between the University and any overseas university for joint supervision and examination of a PhD student as part of an ongoing cooperative research collaboration. If successful, the student receives a doctorate from both universities with each testamur acknowledging the circumstances under which the award was made.

Course
A program of study at the University of Sydney. The main types of course are:

Award course
A formal course of study that will see attainment of a recognised award. Award courses are approved by Academic Board and endorsed by Senate. The University broadly classifies courses as undergraduate, postgraduate coursework or postgraduate research. See also ‘Bachelor’s degree’, ‘Course rules’, ‘Diploma’, ‘Doctorate’, ‘Major’, ‘Master’s degree’, ‘Minor’, PhD, ‘Stream’.

Non-award course
Studies undertaken by students that do not lead to an award from the University. Non-award courses include professional development programs. See also ‘Cross-institutional enrolment’.

Coursework
An award course not designated as a research award course. While the program of study in a coursework award course may include a component of original work, other forms of instruction and learning will normally be dominant.
Glossary

Research
A course in which at least 66 per cent of the overall course requirements involve students undertaking supervised research over a prescribed period of time, leading to the production of a thesis or other piece of written or creative work.

Course alias
A unique five character alpha-numeric code which identifies a University course.

Course code
See ‘Course alias’.

Course leave
Students are permitted to apply for a period away from their course without losing their place. Course leave is formally approved by the supervising faculty for a minimum of one semester. Students on leave are regarded as having an active candidature, but they are not entitled to a student card. At undergraduate level, leave is not counted towards the total length of the course. Students who are absent from study without approved leave may be discontinued and may be required to formally reapply for admission. See also ‘Progression’.

Course rules
Rules that govern the allowable enrolment of a student in a course. Course rules may be expressed in terms of types of units of study taken, length of study, and credit points accumulated. For example, a candidate may not enrol in units of study that have a total value of more than 32 credit points per semester.

Course rules also govern the requirements for the award of the course. For example, in many cases a candidate must complete a minimum of 144 credit points. See also ‘Course’, ‘Corequisite’, ‘Prerequisite’.

Course transfer
Applies to students transferring between courses, either within the University of Sydney or between institutions. In some circumstances a student may be eligible to transfer to a course directly, i.e. without reapplying for admission.

Credit
The recognition of previous studies successfully completed at the University of Sydney (or another university or tertiary institution recognised by the University of Sydney), as contributing to the requirements of the course to which the applicant requesting such recognition has been admitted. It may be granted as specified credit or non-specified credit.

Specified credit
The recognition of previously completed studies as directly equivalent to units of study.

Non-specified credit
A ‘block credit’ for a specified number of credit points at a particular level. These credit points may be in a particular subject area but are not linked to a specific unit of study. See also ‘Annual average mark (AAM)’, ‘Waiver’, ‘Weighted average mark (WAM)’.

Credit points
The value of the contribution each unit of study provides towards meeting course completion requirements. Each unit of study normally has a six credit point value assigned to it. The total number of credit points required for completion of award courses will be specified in the Senate resolutions relevant to the award course.

Cross-institutional enrolment
Enrolment in units of study to count towards an award course at another university. See also ‘Course (Non-award course)’.

Data Audit Committee (DAC)
The Data Audit Committee’s role is to oversee the integrity and accuracy of the course and unit of study data as strategic University data. It also advises the Academic Board on suggested policy changes related to course and unit of study data. A subcommittee of the VCAC Enrolment Working Party, it is chaired by the Registrar, with membership including the deans, the Student Centre, FlexSIS and Planning and Statistics.

Deadlines (Enrolment variations)
See ‘Enrolment variation’.

Deadlines (Fees)
The University has deadlines for the payment of course and other fees. Students who do not pay fees by these deadlines may have their enrolment cancelled or they may have a barrier placed on the release of their record. See also ‘Cancellation of enrolment’.

Dean
The head of a faculty, or the principal/director of a college, such as the Sydney Conservatorium of Music, or Sydney College of the Arts.

Dean’s Certificate
A statement from a faculty dean certifying that all requirements, including fieldwork and practical work, have been met and that the student is eligible to graduate. Not all faculties use Dean’s Certificates. In faculties that do, qualified students have ‘Dean’s Certificate’ noted on their academic record.

Deferment (Deferral)
See also ‘Admission (Deferral)’, ‘Course leave’.

Degree
See also ‘Bachelor’s degree’, ‘Course’.

Delivery mode
Indicates how students receive the instruction for a unit of study. The delivery mode must be recorded for each unit as distinct from the attendance mode of the student. For example, an internal student may take one or more units by distance mode and an external student may attend campus for one or more units.

Distance education
Where subject matter is delivered in a more flexible manner, such as correspondence notes, a student may only attend campus if required. See also ‘Distance education’, ‘Extended semester’, ‘International student (Offshore studies)’.

Intensive on-campus
Core content is delivered with support learning in an intensive (one or more days) format on campus. Participation is usually compulsory. Previously this may have been called residential, block mode, or weekend workshop.

On-campus (normal)
Attendance of scheduled lectures, tutorials etc at a campus of the University.

Department
A department is the academic unit responsible for teaching and examining a unit of study. It may be called a school, a department, a centre or a unit within the University. See ‘School’.

Department of Education, Employment and Workplace Relations (DEEWR)
The federal government department responsible for higher education.

Department of Education, Science and Training (DEST)
Previous name of the federal government department now known as DEEWR.
Diploma
The award granted following successful completion of diploma course requirements. A diploma course usually requires less study than a degree course. See also 'Course'.

Direct admissions
For some courses, applications may be made directly to the University. Applications are received by faculties or the International Office, and considered by the relevant department or faculty body. Decisions are recorded and letters are forwarded to applicants advising them of the outcome. See also 'Admission', 'Universities Admissions Centre'.

Disability information
Students may inform the University of any temporary or permanent disability which affects their life as a student. Disability information is recorded but is only available to authorised users because of its sensitive nature. Students will be informed about how it is used.

Disciplinary action
Undertaken as the result of academic or other misconduct, for example plagiarism, cheating, security infringement, criminal activity.

Discipline
A defined area of study, such as chemistry, physics or economics.

Discipline group
A DEEWR code used to classify units of study in terms of the subject matter being taught or being researched.

Discontinuation (course)
See 'Enrolment variation'.

Discontinuation (unit of study)
See 'Enrolment variation'.

Dissertation
A written exposition of a topic which may include original argument substantiated by reference to acknowledged authorities. It is a required unit of study for some postgraduate award courses in the faculties of Law, and Architecture, Design and Planning.

Distance education
Where a student does not attend campus on a daily basis for a given course or unit of study. See also 'Delivery mode', 'Extended semester'.

Doctorate
A high-level postgraduate award. A doctorate course may involve research only or a mixture of research and coursework; the candidate submits a thesis that is an original contribution to the field of study. See also 'Course', 'PhD'.

Domestic student
A student who is not an international student. See also 'Local student'.

Double degree
A double degree is a program where students are permitted by participating faculties (and/or by specific resolutions within a single award) to transfer between courses in order to complete two awards.

Downgrade
In some circumstances a student enrolled in a PhD may transfer to a master's by research, either on the recommendation of the University on the basis that the research they are undertaking is not at an appropriate level for a PhD, or at the student's own request for personal or academic reasons.

E
Elective
A unit of study within a degree, usually an option within a course. Electives allow more detailed study of a particular subject.

Embeded courses
Award courses in the graduate certificate, graduate diploma and master's degree by coursework sequence which allow unit of study credit points to count in more than one of the awards, for example the Graduate Certificate in Information Technology, Graduate Diploma in Information Technology, and Master of Information Technology.

Enrolled student
A person enrolled in an award course of the University.

Enrolment
Refers to a period of time in a student's candidature. This period:

(a) commences at the time the student has complied with all government and University requirements for enrolment
(b) unless the student re-enrols, ceases at the date on which:
   i. the University cancels, or the student withdraws from or discontinues enrolment; or
   ii. the next new enrolment period commences.

A student enrols in a course by registering with the supervising faculty in the units of study or program of research to be taken in the coming year, semester or session.

Commencing
An enrolment is classified as commencing if a student has enrolled in a particular degree or diploma for the first time.

Continuing
Students already in a course at the University re-enrol each year or semester. Most continuing students are required to pre-enrol. See also 'Pre-enrolment'.

Enrolment list
A list of all currently enrolled students in a particular unit of study. See also 'Unit of study'.

Enrolment variation
Students may vary their enrolment at the start of each semester. Each faculty determines its deadlines for variations, but student-contribution liability depends on the Commonwealth census date. See also 'Commonwealth Supported Place'.

Equivalent full-time student load (EFTSL)
The equivalent full-time student load for a year. It represents the annual study load of a student undertaking a particular course of study on a full-time basis.

Equivalent full-time student unit (EFTSU)
See 'Equivalent full-time student load'.

Examination
A set of questions or exercises evaluating on a given subject given by a department or faculty. See also 'Assessment', 'Examination period'.

Examination period
The time set each semester for the conduct of formal examinations.

Examiner (Coursework)
The person assessing a student or group of students, for example through oral or written examinations, coursework assignments, and presentations.

Exchange student
Either a University of Sydney student participating in a formally agreed program involving study at an overseas university, or an overseas student studying here on the same basis. The International Office provides administrative support for some exchanges.
Exclusion
A faculty may ask a student whose academic progress is considered to be unsatisfactory to 'show good cause' why the student should be allowed to re-enrol. If the faculty deems the student's explanation unsatisfactory, or if the student does not provide an explanation, the student may be excluded either from a unit of study or from a course or faculty.
An excluded student may apply to the faculty for permission to re-enrol. Normally, at least two years must have elapsed before such an application would be considered. University policy relating to exclusions is set out in the Calendar. See also 'Appeal', 'Progression'.

Exemption
A decision made at a sub-unit of study level to allow a student to complete a unit of study without also completing all the prescribed components of coursework and/or assessment. See also 'Credit', 'Waiver'.

Expulsion
The ultimate penalty of disciplinary action is to expel the student from the University. The effect of expulsion is:

• the student is not allowed to be admitted or to re-enrol in any course at the University
• the student does not receive their results
• the student is not allowed to graduate
• the student does not receive a transcript or testamur.

Extended semester
A distance-learning student may be allowed more time to complete a module or program if circumstances beyond the student's control, such as illness, affect the student's ability to complete the module or program in the specified time. See also 'Distance education'.

External
See 'Attendance mode or attendance pattern', 'Distance education'.

External transcript
A certified statement of a student's academic record printed on official University security paper. It includes the student's name, any credit granted, all courses the student was enrolled in, the final course result, and all units of study attempted within each course. It also grants, all courses the student was enrolled in, the final course result, or omitted, as required. See also 'Academic transcript', 'Internal transcript'.

F
Faculty
A formal part of the University's academic governance structure, consisting mainly of academic staff members and headed by a dean, which is responsible for all matters concerning the award courses that it supervises. Usually, a faculty office administers the faculty and student or staff enquiries related to its courses. The University Calendar sets out the constitution of each of the University's faculties. See also 'Board of studies', 'Supervising faculty'.

Faculty handbook
An annual University publication for each faculty, that provides detailed information about the faculty, its courses and resolutions.

FEE-HELP
An interest-free loan facility available to fee-paying postgraduate students who are undertaking coursework programs.

Fee-paying students
Students who pay tuition fees to the University and are not liable for student contributions to a Commonwealth Supported Place. The Commonwealth does not contribute towards the cost of the education of fee-paying students. Annual fees vary between the faculties. Students pay a per-semester fee.

Fellows of Senate
Members of the governing body of the University who are either elected, appointed or ex-officio.

Flexible learning
See 'Delivery mode', 'Distance education'.

Flexible start date
Full fee-paying distance students are not restricted to the same enrolment time frames as campus-based or Commonwealth-supported students.

Flexible Student Information System (FlexSIS)
The computer-based Flexible Student Information System at the University of Sydney. FlexSIS holds details of courses and units of study being offered by the University and the complete academic records of all students enrolled at the University.

Formative assessment
See also 'Assessment'.

Full-time student
See 'Attendance mode', 'Equivalent full-time student load'.

G
Grade
The outcome for a unit of study linked with a mark range. For example, a mark in the range 85 to 100 attracts the grade 'high distinction' (HD). See also 'Mark'.

Graduand
A student who has completed all the requirements for an award course but has not yet graduated. See also 'Graduation', 'Potential graduand'.

Graduate
A person who holds an award from a recognised tertiary institution. See also 'Graduand', 'Graduation'.

Graduate certificate/graduate diploma
See 'Course'.

Graduate-entry degree
A bachelor's degree (or other undergraduate degree), that requires another undergraduate degree as a prerequisite of entry. Examples of graduate-entry degrees at the University of Sydney include the Medical Program, Graduate Law and the Bachelor of Dentistry.

Graduation
The formal conferring of awards either at a ceremony or in absentia. See also 'In absentia', 'Potential graduand'.

Graduation ceremony
A ceremony where the Chancellor confers awards upon graduands.

Group of Eight (Go8)
The Group of Eight represents Australia's major research-intensive universities. Its membership comprises the vice-chancellors (presidents) of the Australian National University, Monash University, the University of Adelaide, the University of Melbourne, the University of New South Wales, the University of Queensland, the University of Sydney and the University of Western Australia. The Go8 works to ensure a consistent and sustainable policy environment which maximises the wide-ranging economic, social and cultural benefits to the Australian community of higher education and ensures Australian universities are recognised as among the best in the world.

Group work
A formally established project to be carried out by a number of students working together, resulting in a single piece (or assorted pieces) of assessment. See also 'Legitimate cooperation'.

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Handbook
See 'Faculty handbook'.

Head of department/Head of school (HOD/HOS)
The head of the academic unit that has responsibility for the relevant unit of study, or equivalent program leader.

Higher Education Contribution Scheme (HECS)
See 'HECS-HELP'.

HECS-HELP
An eligible student in a Commonwealth Supported Place can apply for assistance in paying their student contribution. This may take the form of a HECS-HELP loan to pay for all or some of the student's contribution, or a HECS-HELP discount if all (or at least $500) of the student's contribution is paid by the census date.

Honorary degrees
A degree honoris causa is conferred on a person whom the University wishes to honour. It derives from the Latin translation of 'for the purpose of honouring'.

Honours
Some degrees may be completed 'with honours'. This may involve the completion of a separate honours year or additional work in the later years of the course. Honours are awarded in a class (Class I, Class II, which may have two divisions, or Class III).

NSW Higher School Certificate (HSC)
The NSW Higher School Certificate (HSC), which is normally completed at the end of year 12 of secondary school. The Australian Tertiary Admissions Rank (ATAR) is computed from a student’s performance in the HSC and gives a maximum rank of 99.95.

In absentia
Latin for 'in the absence of'. Awards are conferred in absentia when graduands do not, or cannot, attend the graduation ceremony scheduled for them. Those who have graduated in absentia may later request that they be presented to the Chancellor at a graduation ceremony. See also 'Graduation'.

Instrumental supervisor/teacher
All students at the Sydney Conservatorium of Music have an instrumental teacher appointed. See also 'Associate supervisor', 'Research supervisor', 'Supervision'.

Internal mode
See 'Attendance mode or attendance pattern'.

Internal transcript
A record of a student's academic record for the University's own internal use. It includes the student's name, student identifier (SID), address, all courses in which the student was enrolled and the final course result, and all units of study attempted within each course, together with the unit of study result. See also 'Academic transcript', 'External transcript'.

International student
Any student who is not an Australian or New Zealand citizen or a permanent resident of Australia. An international student is required to hold a visa that allows study in Australia and may be liable for international tuition fees.

Fee-paying
A private international student who is liable to pay tuition fees for their studies with the University.

Fee-paying – outgoing exchange
An international fee-paying student undertaking short-term study at a recognised overseas institution with which the University has a student exchange agreement. Exchange study counts towards the student’s University of Sydney award, and students remain enrolled in their University of Sydney course during the period of exchange.

International – non-award or cross-institutional
An international fee-paying student undertaking non-award study at the University on a cross-institutional basis. They are liable to pay fees for the study they undertake at the University, but there is no compliance reporting requirement — this rests with their 'home' institution.

International – sponsored
A private international student who is fully sponsored for their tuition. Their sponsorship may also include overseas health cover and compulsory subscriptions.

Offshore studies
International offshore students undertake their program of study at one of the University’s offshore campuses and do not enter Australia. Therefore they do not require a visa. They are distinct from international students who are on outbound exchange programs as they never enter Australia during their program of study.

Short course
An international fee-paying student undertaking a short course with the University of Sydney such as international development programs, executive training or study visits. The study undertaken by these students is non-award and generally a student visa is not required.

Sponsored award
An international student sponsored by the Australian Government, undertaking a program of study at the University. Currently, holders of Australian Development Scholarships funded by AusAID are the only students in this category. These students are fully sponsored for their tuition and other costs such as travel and health cover, and are paid a stipend.

Study Abroad
An international student who is undertaking short-term study at the University under the Study Abroad scheme. Study Abroad students must have completed at least one year of study towards a degree at a recognised institution in their home country and must be continuing towards the degree of their home institution. See also 'Local student', 'Student type'.

Learning entitlement
See 'Student learning entitlement'.

Leave
See 'Course leave'.

Legitimate cooperation
Any constructive educational and intellectual practice that aims to facilitate optimal learning outcomes through student interaction. See also 'Group work'.

Load
The sum of the weights of all the units of study in which a student is enrolled. The weight is determined by the proportion of a full year’s work represented by the unit of study in the degree or diploma for which the student is a candidate. Student load is measured in terms of Equivalent Full-Time Student Load (EFTSL). See also 'Equivalent full-time student load'.

Local student
Local students are defined as an Australian or New Zealand citizen or an Australian permanent resident. See also 'Commonwealth Supported Place', 'Domestic student', 'International student'.

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M
Major
A field of study, chosen by a student to represent their principal interest. This is comprised of specified units of study from later stages of the award course. Students select and transfer between majors by virtue of their selection of units of study. One or more majors may be awarded upon the graduand’s assessment of study. See also ‘Course’, ‘Minor’, ‘Stream’.

Major timetable clash
The term used when a student attempts to enrol in units of study that have so much overlap in the teaching times that it is decided they may not enrol in the units simultaneously.

Mark
An integer (rounded if necessary) from 0 to 100 indicating a student’s performance in a unit of study. See also ‘Grade’.

Master’s degree
A postgraduate award. Master’s degree courses may be offered by coursework, research only or a combination of coursework and research. Entry to the course often requires completion of an honours year at an undergraduate level. See also ‘Course’.

Mature-age student
A student who is 21 years or older on 1 March of the year in which they commence studies, and who has not completed the high school qualifications normally needed to gain entry.

Method of candidature
A course is either a research course or a coursework course and so the methods of candidature are ‘research’ and ‘coursework’. See also ‘Course (Coursework)’, ‘Course (Research)’.

Mid-year intake
Admission to degree programs for Semester Two.

Minor
Studies undertaken to support a major. Minor studies require smaller number of credit points than a major. Students select and transfer between minors (and majors) by virtue of their selection of units of study. One or more minors may be awarded upon the graduand’s assessment of study. See also ‘Course’, ‘Major’, ‘Stream’.

Mixed mode
See ‘Attendance mode or attendance pattern’.

MPhil
The Master of Philosophy (MPhil) is a master’s by research degree offered by some (but not all) of the University’s faculties. See also ‘Course’, ‘Master’s degree’.

Mutually exclusive units of study
See ‘Prohibited combinations of units of study’.

MyUni
The University of Sydney’s student portal system. It provides access to email, library services, student self-administration, support services, e-learning software such as Blackboard and WebCT, as well as information about the University and its courses.

O
Orientation Week
Orientation Week, or ‘O Week’, takes place in the week before lectures begin in Semester One. During O Week students can join various clubs, societies and organisations, register for courses with departments and take part in activities provided by the University of Sydney Union.

P
Part-time student
See also ‘Attendance mode or attendance pattern’, ‘Equivalent full-time student load’.

Permanent home address
The address used for all official University correspondence with a student, both inside and outside of semester time (eg during semester breaks), unless the student provides a different address for use during the semester. See also ‘Semester address’.

PhD
The Doctor of Philosophy (PhD) and other doctorate awards are the highest awards available at the University. A PhD course is normally purely research-based; the candidate submits a thesis that is an original contribution to the field of study. See also ‘Course’, ‘Doctorate’.

Plagiarism
Presenting another person’s ideas, findings or work as one’s own by copying or reproducing them without acknowledging the source. See also ‘Academic dishonesty’.

Policy Online
The website which provides access to the University’s current policies, procedures and guidelines.

Postgraduate
A term used to describe a course leading to an award such as a graduate diploma, a master’s degree or a PhD, which usually requires prior completion of a relevant undergraduate degree (or diploma) course. A ‘postgraduate’ is a student enrolled in such a course. See also ‘Course (Coursework)’, ‘Course (Research)’.

Postgraduate Education Loans Scheme (PELS)
See ‘FEE-HELP’.

Potential graduand
A student who has been identified as being eligible to graduate on the satisfactory completion of their current studies. See also ‘Graduand’, ‘Graduation’.

Pre-enrolment
Pre-enrolment – also known as provisional re-enrolment – takes place in October, when students indicate their choice of unit of study enrolment for the following year. After results are approved, pre-enrolment students are regarded as enrolled in those units of study for which they are qualified. Their status is ‘enrolled’ and remains so provided they pay any money owing and comply with other requirements by the due date.

Students who do not successfully pre-enrol in their units of study for the next regular session are required to attend the University on set dates during the January/February enrolment period. See also ‘Enrolment’.

Prerequisite
A unit of study that is required to be successfully completed before another unit of study can be attempted. Prerequisites can be mandatory (compulsory) or advisory. See also ‘Assumed knowledge’, ‘Corequisite’, ‘Qualifier’, ‘Waiver’.

Prizes
Awarded in recognition of outstanding performance, academic achievement or service to the community or University.
Probationary candidature
A student who is enrolled in a postgraduate course on probation for a period of time up to one year. The head of department/school is required to consider the candidate's progress during the period of probation and make a recommendation for normal candidature or otherwise to the faculty.

Professional practice
Some students undertake placement in a professional practice as part of their course requirements. This may require University-approved supervision. Professional placements are located in a wide range of professional practice environments, and may not require additional criteria to be fulfilled.

Program
Each degree is composed of various units of study. The way the units are put together for a degree is referred to as a student’s 'program'.

Progression
Satisfactory progression is satisfying all course and faculty rules (normally assessed on an annual basis) to enable the completion of the chosen award within the (maximum) completion time allowed. See also ‘Exclusion’.

Prohibited combinations of units of study
When two or more units of study contain a sufficient overlap of content, enrolment in any one such unit prohibits enrolment in any other identified unit. See also 'Unit of study'.

Provisional re-enrolment
See 'Pre-enrolment'.

Qualification
An academic attainment recognised by the University.

Qualifier
A mandatory (compulsory) prerequisite unit of study which must have a grade of pass or better. See also 'Assumed knowledge', 'Corequisite', 'Prerequisite', 'Waiver'.

Recycling
The submission for assessment of one’s own work, or of work which is substantially the same, that has previously been counted towards the satisfactory completion of another unit of study, and credited towards a university degree, and where the examiner has not been informed that the student has already received credit for that work.

Registration
In addition to enrolling with the faculty in units of study, students must register with the department responsible for teaching each unit. This is normally done during Orientation Week. Note that unlike enrolment, registration is not a formal record of units attempted by the student.

Research course
See ‘Course (Research)’.

Research supervisor
A supervisor is appointed to each student undertaking a research postgraduate degree. The supervisor will be a full-time member of the academic staff or a person external to the University recognised for their association with the clinical teaching or the research work of the University. See also ‘Associate supervisor’, ‘Instrumental supervisor/teacher’, ‘Supervision’.

Research Training Scheme (RTS)
The RTS provides Commonwealth-funded higher degree by research (HDR) students with an 'entitlement' to a HECS exemption for the duration of an accredited HDR course, up to a maximum period of four years full-time equivalent study for a doctorate by research and two years full-time equivalent study for a master's by research.

Result
The official statement of a student's performance in each unit of study attempted as recorded on the academic transcript, usually expressed as a mark and grade. See also ‘Grade’, ‘Mark’.

Result processing
Refers to the processing of assessment results for units of study. For each unit of study, departments/schools tabulate results for all assessment activities and assign preliminary results. See also ‘Assessment’, ‘Examination period’, ‘Formative assessment’.

Result processing schedule
The result processing schedule will be determined for each academic cycle. All schools and faculties are expected to comply with this schedule. See also ‘Assessment’, ‘Examination period’.

Scholarships
Financial or other form of support made available to enable students to further their studies. See also 'Bursaries'.

School
A school or academic unit that encourages and facilitates teaching, scholarship and research, and coordinates the teaching and examining duties of members of staff in their subjects or courses of study.

Semester
A half-yearly teaching session, the dates for which are determined by the Academic Board. Normally all undergraduate sessions will conform to the semesters approved by the Academic Board. Any offering of an undergraduate unit not conforming to the semester dates (non-standard session) must be given special permission by the Academic Board. See also ‘Non-standard session’, ‘Session’.

Special consideration
Candidates who suffer serious illness or misadventure which may affect performance in any assessment may request that they be given special consideration in relation to the determination of their results.

Sponsorship
Financial support of a student by a company or government body.
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Stage
A normal full-time course of study taken in a year. See also ‘Course rules’, ‘Equivalent full-time student load’, ‘Progression’.

Strategic Directions
See also ‘University Strategic Directions’.

Stream
A defined award course, which requires the completion of set units of study as specified by the course rules for the particular stream, in addition to the core program specified by the course rules. A stream will appear with the award course name on testamurs, eg Bachelor of Engineering in Civil Engineering (Construction Management). See also ‘Course’, ‘Major’, ‘Minor’.

Student
A person enrolled as a candidate for an award course or unit of study.

Student Appeals Body
Any student may appeal to the Student Appeals Body against an academic decision on the ground that due academic process has not been observed by the relevant faculty in relation to the academic decision. Refer to the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 for more details. See also ‘Appeals’.

Student Disciplinary Appeals Committee
Any student may appeal to the Student Disciplinary Appeals Committee against a misconduct determination by the Vice-Chancellor or a Student Proctorial Board. See also ‘Appeals’.

Student identifier (SID)
A nine-digit number that uniquely identifies a student at the University.

Student ID Card
All full-time or part-time students who successfully enrol at the University of Sydney will receive a Student Card. New students will have their card issued in person at the time of enrolment. Successful re-enrolling students will receive their card by mail.

The Student Card includes the student’s name, student identification number (SID), a digitised photo and the library borrower’s number and barcode. Where applicable, it will also display a travel concession logo from the Ministry of Transport (if student eligibility requirements are met).

The card has a number of interoperable uses, such as the ability to purchase printing and photocopying services at the University’s libraries and gain access to certain secure buildings. The card identifies the student as eligible to attend classes and must be displayed at formal examinations. It must also be presented to secure student concessions and to borrow books from all sections of the University Library.

For more information about Student ID Cards please visit the Card Centre (or see the website: www.usyd.edu.au/card_centre).

Student learning entitlement
All Australian citizens, New Zealand citizens and holders of a permanent visa are allocated a Student Learning Entitlement (SLE) of up to seven years equivalent full-time study. This is measured in equivalent full-time student load (EFTSL), which is the proportion of a full-time load that a unit of study represents. The University sets an EFTSL value for each unit of study it offers. To be Commonwealth-supported for a unit, a student must have enough SLE to cover the EFTSL value of that unit.

Student progress rate (SPR)
A calculation that measures the rate at which the load undertaken is passed annually in each award program.

Student type
Student type identifies whether a student is local or international and the type of study the student is undertaking. See also ‘Domestic student’, ‘Exchange student’, ‘International student’.

Study Abroad program
A scheme administered by the International Office that allows international students who are not part of an exchange program to take units of study at the University of Sydney, but not towards an award program. In most cases the units of study taken here are credited towards an award at the student’s home institution. See also ‘Exchange student’.

Subject area
A unit of study may be associated with one or more subject areas. The subject area can be used to define prerequisite and course rules, for example the unit of study ‘History of Momoyama and Edo Art’ may count towards the requirements for the subject areas ‘Art History and Theory’ and ‘Asian Studies’.

Summative assessment
See ‘Assessment’.

Summer School
See ‘Sydney Summer School’.

Supervising faculty
The faculty which has the responsibility for managing the academic administration of a particular course, such as the interpretation and administration of course rules, approving students’ enrolments and variations to enrolments.

Normally the supervising faculty is the faculty offering the course. However, in the case of combined courses, one of the two faculties involved will usually be designated the supervising faculty. In the case where one course is jointly offered by two or more faculties (eg the Liberal Studies course), a joint committee may make academic decisions about candidature and the student may be assigned a supervising faculty for administration.

Supervision
Refers to a one-to-one relationship between a student and a nominated member of the academic staff or a person specifically appointed to the role. See also ‘Associate supervisor’, ‘Instrumental supervisor/teacher’, ‘Research supervisor’.

Suspension of candidature
See also ‘Course leave’.

Suppression of results
Results for a particular student can be suppressed by the University when the student has an outstanding debt to the University (this particularly applies to international students who have not paid their tuition fees), or when the student is facing disciplinary action. A student may also request a suppression for personal reasons.

Sydney Summer School
A program of accelerated, intensive study running for approximately six weeks during January and February each year. Both undergraduate and postgraduate units are offered. Sydney Summer School provides an opportunity for students at Sydney and other universities to catch up on required units of study, to accelerate completion of a course or to undertake a unit that is outside their award course. All units attract full fees, but some scholarships are available.

Sydney Winter School
An intensive session offered by the University in July during the mid-year break. See ‘Sydney Summer School’.

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T

Teaching department
See ‘School’.

Teaching end date
Official finish date of formal timetabled classes.

Teaching start date
Official commencement date of formal timetabled classes.

Terminated
Term used when a student's candidature has been officially closed because they are not able to complete the course requirements. See also 'Candidature'.

Testamur
A certificate of award provided to a graduand, usually at a graduation ceremony. The University award conferred is displayed along with other appropriate details.

Thesis
A major work that is the product of an extended period of supervised independent research. See also 'Course (Research)'.

Timetable
The schedule of lectures, tutorials, laboratories and other academic activities that a student must attend.

Transcript
See 'Academic transcript'.

Transfer
See 'Course transfer'.

Tuition fees
Tuition fees may be charged to students in designated tuition fee-paying courses. Students who pay fees are not liable for HECS.

U

Universities Admissions Centre (UAC)
The UAC receives and processes applications for admission to undergraduate courses at recognised universities in NSW and the ACT. Most local undergraduate students at the University of Sydney apply through the UAC.

Universities Admission Index (UAI)
A measure of overall academic achievement in the HSC that helps universities rank applicants for university selection. The UAI is a rank of any student's performance relative to other students. It is calculated from the aggregate of scaled marks in 10 units of the HSC (two best English units plus eight other units, including only two category B units) and is presented as a number between 0.00 and 99.95 with increments of 0.05.

In June 2009 the UAI was replaced by the Australian Tertiary Admissions Rank (ATAR). See ‘Australian Tertiary Admissions Rank’.

Under examination
Indicates that a research student has submitted their written work (thesis) for assessment, and is awaiting the finalisation of the examiners' outcome and recommendation.

Undergraduate
A term used to describe both a course leading to a diploma or bachelor's degree and a student enrolled in such a course.

Unit of study
Unit of study or unit means a stand-alone component of an award course. Each unit of study is the responsibility of a department. See also ‘Prohibited combinations of unit of study’.

Unit of study enrolment status
This indicates whether the student is still actively attending the unit of study (currently enrolled) or is no longer enrolled. See also 'Cancellation of enrolment', 'Discontinuation'.

Unit of study level
Units of study are divided into junior, intermediate, senior, honours, Year 5, and Year 6. Most majors consist of 32 senior credit points in a subject area (either 3000 level units of study or a mix of 2000 and 3000 level units of study).

University
Unless otherwise indicated, the term 'University' in this document refers to the University of Sydney.

University Calendar
The annual University publication available in print and online that provides general and historical information about the University of Sydney, the statutes and regulations under which it operates and the Senate resolutions relating to constitutions and courses in each faculty.

University Medal
A faculty may recommend the award of a University Medal to a student qualified for the award of an undergraduate honours degree whose academic performance is judged to be outstanding.

University Strategic Directions
This refers to the University of Sydney Strategic Plan 2007–2010. A new plan is currently in development.

 Upgrade
Where a student enrolled in a master's by research course is undertaking research at such a standard that either the University recommends that the student upgrade their degree to a PhD, or the student seeks to upgrade to a PhD and this is supported by the University.

V

Variation of enrolment
See ‘Enrolment variation’.

Vice-Chancellor and Principal
The chief executive officer of the University, responsible for its leadership and management. The Vice-Chancellor and Principal is head of both academic and administrative divisions.

Waiver
In a prescribed course, a faculty may waive the prerequisite or corequisite requirement for a unit of study or the course rules for a particular student. Unlike credit, waivers do not involve a reduction in the number of credit points required for a course. See also 'Credit', 'Exemption'.

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WAM weight
A weight assigned to each unit of study to assist in the calculation of WAMs.

Weighted average mark (WAM)
This mark uses the unit of study credit point value in conjunction with an agreed 'weight'. The formula for this calculation is:

\[ WAM = \frac{\sum (W_c \times M_c)}{\sum (W_c)} \]

(Sums over all units of study completed in the selected period.)

The mark is the actual mark obtained by the student for the unit of study, or in the case of a failing grade with no mark – 0. Pass/Fail assessed subjects and credit transfer subjects (from another institution) are excluded from these calculations. However, the marks from all attempts at a unit of study are included. (Effective from 1 January 2004.)

In addition, faculties may adopt other average mark formulae for specific progression or entry requirements. If such a formula is not specified in the faculty resolutions, the formula outlined above is used. See also 'WAM weight'.

Winter School
See 'Sydney Winter School'.

Y
Year of first enrolment (YFE)
The year in which a student first enrols at the University. See also 'Commencement date'.

Youth allowance
Youth allowance is payable to a full-time student or trainee aged 16 to 24 years of age who is enrolled at an approved institution such as a school, college, TAFE or university, and who is undertaking at least 15 hours a week face-to-face contact.
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J10 Darlington Centre
H10 Darlington House
K9 Darlington Road Tramways
L10 Demountable Village
K5 Eastern Avenue Auditorium & Lecture Theatre Complex
L9 Economics and Business Building
H2 Edgeworth David Geology Building
G4 Education Building Annex
H5 Edward Ford Building
N7 Electrical Engineering Building
N7 Engineering Link Building
C3 Evelyn Williams Building
K3 Fisher Library
K4 Fisher Library Stack
G2 Footbridge Theatre
C3 Gatekeeper's Lodge
J7 Gatekeeper's Lodge (City Road)
M8 Gordon Yu-Hoi Chul Building
S2 Great Hall
G3 Griffith Taylor Building
D4 HK Ward Gymnasium
H2 Heydon-Laurence Building
G2 Holme Building
N5 Information Technologies
K8 Institute Building
K5 International House
J30 JXL Building
D3 JX Stewart Building
F2 JIA McMillan Building
L7 Jane Foss Russell Building
F3 John Woolley Building
F3 Jordan Street
F2 Jordan Street North
F2 Jordan Street South
L2 Baxter's Lodge
L8 Biochemistry and Microbiology Building
H9 Bank Building
G4 Education Building Annex

Childcare centres

K11 Boundary Lane
J5 Garnet Avenue
N9 IUUU
H11 Little Tree House

Colleges & residential accommodation

J10 Darlington House
K9 Darlington Road Terraces
N5 International House
L10 Manderbaum House
A4 Santa Sophia College
C8 St Andrew's College
B5 St John's College
G7 St Michael's College
E1 St Joseph's College
D10 Sydney University Village
F1 Wesley College
G8 Women's College

Computer Access Centres

H3 Brennan
G4 Education
K3 Fisher
N7 Link
L4 McNally (Cookan)
K3 Pharmacy

Cultural venues

H2 Macleay Museum
J1 Nicholas Museum
N6 Seymour Centre
K7 Sir Hermann Black Gallery
M6 Tin Shek Gallery
J2 University Art Gallery

Faculties (offices)

F2 Agricultural, Food and Natural Resources
M6 Architecture
H3 Arts
K8 Economics & Business
G4 Education and Social Work
N7 Engineering
L4 Law
H3 Pharmacy
L6 Science
D3 Veterinary Science

Libraries

G3 Badham
H5 Bullitt-Ford
K3 Fisher
L4 Freethills Law Library
E7 Medical
H5 Schaeffer Fine Arts
L7 SCIftech

Unions & associations (offices)

K7 Student Representative Council (SRC)
M9 Sydney University Postgraduate Representative Association (SUPRA)
M8 Sydney Uni Sport & Fitness
G2 University of Sydney Union

University administration, centres & services

L7 Accommodation Service
H3 Alumni Relations Office
L7 Careers Centre
L7 Cashier
D10 Centre for Continuing Education
K7 Centre for English Teaching
H3 ChairBar
J7 Counselling Service
L7 Disability Services
L7 Equity Support Services
E2 Executive Offices
L7 Financial Assistance Office
G1 Financial Services
J3 Information Centre
L10 Information and Communications Technology Services
L7 International Office
L7 International Student Support Unit
G4 Learning Centre
L6 Mathematics Learning Centre
H2 Media Office
G1 Office of General Counsel
L7 Rosearch Office
L7 Scholarships and Fees Office
L7 Student Centre
L7 Student Support Services
K8 Summer School
K8 Support Sydney
M9 SydneyPeople - HR Service Centre
D9 SydneyPeople - Learning Solutions
E1 SydneyPeople - Usite
L7 Sydney Talent
O5 Sydnovate
F3 United States Studies Centre
G2 University of Sydney Venue Collection
C3 Veterinary Hospital & Clinic

Security

M10 Emergency Services
M10 Lost Property
M10 Traffic & Parking

Sports & recreational venues

K2 Fisher Tennis Courts
D4 HK Ward Gymnasium
H5 Lawn Tennis Courts
H4 Manning Squash Courts
F5 The Arena Sports Centre
G5 The Square
E3 University Oval No. 1
E3 University Oval No. 2
M9 University Sports & Aquatic Centre
## Course planner

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